



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Bike Club End-of-Year RallyDate(s) of Event: May 11, 2022Location Address: 2650 S JOHN WILLIAMS WAY ECouncil District(s): 4

Event Description: Bike Club Rally is a park-to-park non-competitive bicycle ride for approximately 350 elementary-age students and volunteer escorts. Ride will begin at Guthrie Green in downtown Tulsa, proceed on city streets to River Parks trail and then end at Gathering Place. Students and their bicycles will be dropped off by TPS transportation at Guthrie Green and picked up at Gathering Place, making it a "one-way" ride.

Event Category: Athletic/RecreationEvent Includes: Amplified Sound, Public Right of Way, Public Park, Live Entertainment, No Parking Signage, Street ClosureAnticipated Attendance: Total: 350Per Day: 350Anticipated Participants: Total: 350Per Day: 350Number of Events for Monthly Event: N/A

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Humble Sons Bike Cmpany Website: N/AChief Officer of Host Organization: Adam VanderburgEmail and Phone: adam@humblesons.org 918-810-5072Applicant Name: Humble Sons Bike Company - Jason WhortonEmail and Phone: jason@humblesons.org 918-607-2385Professional Event Organizer: N/A

Email and Phone:

On-site Contact: Lance Miller Mobile: 918-760-5930Billing Contact: Humble Sons Bike Company Phone: 918-607-2385Billing Address: 1613 W Lincoln Pl
Broken Arrow OK 74012

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/11/2022 Time: 8:00AM
Street Closure for Event Setup: Date: 05/11/2022 Time: 7:45AM
Street(s) to be Closed for Event Setup: Staging Area - E Cameron St between N Boston Ave and M.L.K. Jr. Blvd by TPD Special Events Unit

Event Start: Date: 05/11/2022 Time: 8:00AM
Street Closure for Event Start: Date: 05/22/2022 Time: 10:45AM
Street(s) to be Closed for Event Start: See course map - Police escort by TPD Special Events Unit
Run, Walk, Parade Start Time: 11:00AM See Schedule
Daily Event Hours: 8:00AM to 2:00PM

Event End: Date: 05/11/2022 Time: 2:00PM
Street Reopens after Event End: Date: 05/11/2022 Time: 11:45AM

Event Teardown: Date: 05/11/2022 Time: 11:15AM
Street Reopens after Event Teardown: Date: 05/11/2022 Time: 11:15AM

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number of Tents/Canopies: 0 Provider and Phone: N/A
Number of Inflatables: 0 Provider and Phone: N/A
Number of Amusement Rides: 0 Provider and Phone: N/A
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: N/A

Security, Medical, Traffic Control, Crowd Management and Parking Plans

Security and/or Police: Contact, Email and Phone: TPD Special Events Unit, John Hoehner (918) 586-6054
jhoehner@cityoftulsa.org

Medical and/or First Aid Services: Contact, Email and Phone: Tulsa Public Schools Athletic Department,
Steven Friebus (918) 746-6452,
friebst@tulsaschools.org

Traffic Control Barricade Company: Contact, Email and Phone: N/A

Equipment Setup: Date: Time: Equipment Pickup: Date: Time:

Crowd Management Fencing Company: Contact, Email and Phone: N/A

Equipment Setup: Date: Time: Equipment Pickup: Date: Time:

Parking Type: Parking not available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

Sponsor and Other Event Information

Event Sponsor(s): Humble Sons Bike Company

Name of Park and Location, if applicable: River Parks Authority

Drone: No

Portable Toilets: Provider and Phone: N/A

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other information: TPD Special Events Units with activated lights for staging area and escort

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 5

Performer/Band name and music type: Quickie Mart BMX Demo Team

Sound Amplification: Yes

Start Time: 10:15am

Finish Time: 10:45am

Please describe the sound equipment that will be used for your event:

Portable speaker with Bluetooth microphone

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

Describe hot air balloons, fire lanterns or similar devices used at event:

N/A

Describe the use of any signs, banners, decorations, or special lighting used at event:

N/A

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Trash is expected to be within means of Guthrie Green and Gathering Place's existing infrastructure. Humble Sons Bike Company team will walk through site at conclusion of event to ensure no debris or trash is left behind.

Number of Trash Receptacles: 0

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: N/A

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Other entities Gathering Place and Guthrie Green management has been included on all planning aspects of the event. Representatives from Tulsa Police Department and Tulsa Public schools have also been included in planning.

Affidavit of Applicant

I certify that the information contained in this Application is true and correct to the best of my knowledge and belief. That I have read, understand, and agree to abide by the rules and regulations governing this Event. I agree to comply with all requirements of the City, County and State, and any other regulatory entity related to this Event. I agree to pay and be financially responsible for any costs and fees that may be incurred by the City of Tulsa due to the Event. I further agree to indemnify and hold harmless the City of Tulsa, and all City of Tulsa officers, employees, agents, representatives, from any claims (including cost of defending such claims) or damages that may arise from activities related to the Event. I understand that a Permit does not excuse my failure to comply with orders of law enforcement personnel, firefighters, City Event personnel, or emergency workers, and does not provide immunity from civil claims third parties that are based upon injuries sustained at, or in conjunction with this Event.

Initials: On File

For City of Tulsa Special Events Committee Use Only

Date received: 04/07/2022 Date routed: 04/19/2022 Date for review: 04/27/2022

Special Events Committee Recommendation: _____ Yes No

Date routed to Mayor: _____ Mayor's Recommendation: _____ Yes No

Date routed to Council: _____ City Council Approval: _____ Yes No

Date Permit Issued: _____ Comments: Form and map revised 04/19/2022.



To Elementary Bike Club Faculty Sponsors and Principals,

We would like to invite your club to participate in our 2021-22 End-of-Year Bike Club Rally planned for **Wednesday, May 11th from 9:30am - 2:00pm**. This event brings our elementary Bike Club students together, celebrates their successful completion of the program and rewards them with a field trip ride from Guthrie Green to the Gathering Place parks.

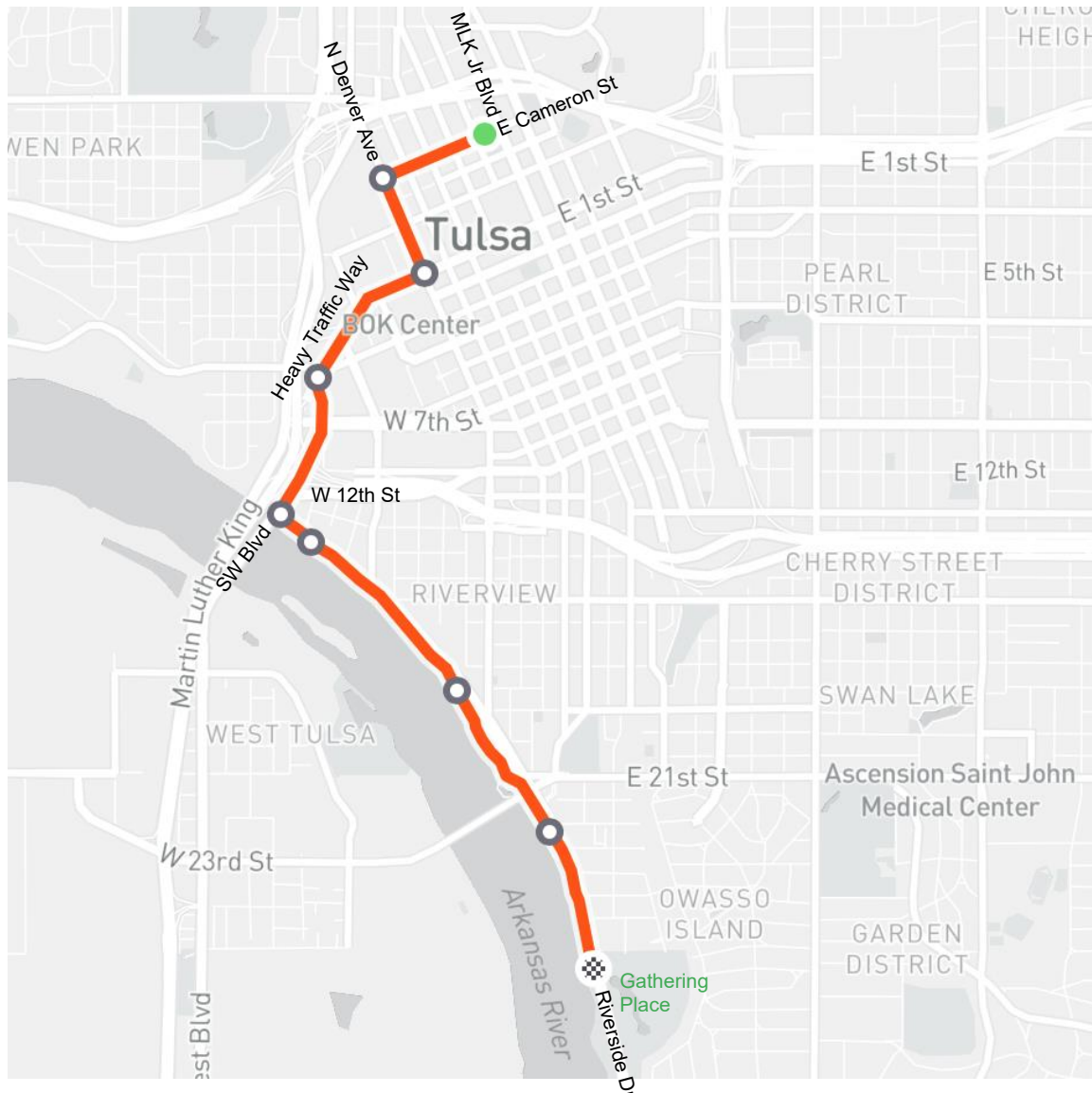
With the help of Tulsa Public Schools, Humble Sons Bike Company, Guthrie Green, Gathering Place, Two Men and a Truck, Tulsa Police Department, This Machine Bike Share, Tulsa River Parks and others – students will have an opportunity to connect with their Bike Club peers, watch a BMX team performance, enjoy a 3.5-mile fun ride and visit Gathering Place park! *See event timeline below.*

Gathering Place visit: Once students arrive from their 3.5-mile ride through downtown Tulsa, they will enjoy lunch on The Patio at Williams Lodge. Afterwards, students will have free time to explore the Chapman Adventure Playground – In this five-acre kingdom, kids can let their imaginations run wild by exploring the playground's signature towers, slides, climbing features, play gardens and more. After playtime is over, students will meet back at the Williams Lodge for a treat before returning to school.

Event Timeline (Wednesday, May 11th):

- *Bicycle pick-up* – Scheduled for day before, during school hours, on Tuesday, May 10th
- 8:00-9:00 a.m. – Deliver bicycles and helmets to Guthrie Green, place on Cameron St
- 9:30 a.m. – Start busing students from each school (2-schools per bus)
- 10:15 a.m. – Buses drop-off on reserved N Boston Ave (west of park)
- 10:15-10:45 a.m. – BMX Team performs on stage or Cameron St
- 10:45-11:00 a.m. – Club photos with 2 or more photographers
- 11:00-11:45 a.m. – Ride to Gathering Place arriving at The Patio at Williams Lodge (park/group bicycles by school and bag helmets)
- 11:45-12:15 p.m. – Lunch on The Patio at Williams Lodge
- 12:15-1:30 p.m. – Playtime at Chapman Adventure Playground
- 1:30-1:50 p.m. – Ice cream treat at The Lodge
- 2:00 p.m. – Buses leave for return trip to schools

Map of Route:



BIKE CLUB RALLY PARK MAPS



BIKE CLUB

Jason Whorton (918) 607-2385
Mike Wozniak (918) 830-1150

TULSA PUBLIC SCHOOLS

Marlon Houston (918) 944-8000
Steve Friebus (918) 521-6339