



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa Firehouse 5K Run Date(s) of Event: Saturday, August 16, 2025
Location Address: Start: 1800 S Boulder Park Dr Council District(s): 4
End: 1875 S Boulder Park Dr
Event Description: Charity 5K Run for the Tulsa Firefighters Benevolent.
Event Category: Athletic/Recreation
Event Includes: Tent/Canopy, Generator/Electricity, Public Right of Way, Public Park, Lane Closure, Live Entertainment, Street Closure
Anticipated Attendance: Total: 1000 Per Day: 1000
Anticipated Participants: Total: 1000 Per Day: 1000
Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Tulsa Fire Department Website: <https://tulsafirehouse5k.itsyourrace.com/event.aspx?id=16312>
Chief Officer of Host Organization: Matt Lay or Tasha Gilberg
Email and Phone: 918-798-3664
Applicant Name: Burl Nicholson
Email and Phone: burlnicholson92@gmail.com 918-629-8261
Professional Event Organizer: Glenn Jones, Nexus Timing
Email and Phone: glenn.jones@nexustiming.com 918-636-3793
On-site Contact: Burl Nicholson Mobile: 918-629-8261
Billing Contact: Tulsa Fire Department Phone: 918-629-8261
Billing Address: 9419 E 114th ST N
Owasso, OK 74055

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 08/16/2025 Time: 0830
Street Closure for Event Setup: Date: 08/16/2025 Time: 0600
Street(s) to be Closed for Event Setup: Start/Finish Line - Boulder Park Dr between 18th St and Boulder Ave (0600 - 1300)

Event Start: Date: 08/16/2025 Time: 0700
Street Closure for Event Start: Date: 08/16/2025 Time: 0730
Street(s) to be Closed for Event Start: See Racecourse Map
Run, Walk, Parade Start Time: 0800 Fun Run
0845 5K Run

Daily Event Hours: Activities: 0800 - 1200

Event End: Date: 08/16/2025 Time: 1200
Street Reopens after Event End: Date: 08/16/2025 Time: 1030

Event Teardown: Date: 08/16/2025 Time: 1145
Street Reopens after Event Teardown: Date: 08/16/2025 Time: 1300

Secondary Permits Required

Beer Sales, Alcohol Sales: Free Beer
Number of Food Vendors: 1
Number of Food Trucks: 1
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal
Number of Item Vendors: 4 Number of Service Vendors: 1
Number & Sizes of Tents: 4 - 10X10 Provider and Phone: TFD (918) 629-8261
Number of Inflatables: Yes 1 Provider and Phone: Show It Off, LLC (918) 232-1196
Collinsville Fire Department (918) 371-1020
Number of Amusement Rides: No 0 Provider and Phone: NA
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: Yes Contact, Email and Phone: TPD Special Events Unit (918) 586-8654

Medical and/or First Aid Services: Yes Contact, Email and Phone: TFD (918) 629-8261

Traffic Control Barricade Company: Yes Contact, Email and Phone: Action Safety Supply (918) 234-8222

Equipment Setup: Date: 08/16/2025 Time: 0600 Equipment Pickup: Date: 08/16/2025 Time: 1300

Crowd Management Fencing Company: No Contact, Email and Phone: N/A

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

Parking Type: Street, ADA parking available, Paved Lot

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): Tulsa Firefighters Local 176

Others TBD

Park: Yes Name of Park and Location: Dreamkeepers Park, 1875 S Boulder Park Dr

Drone: Yes

Portable Toilets: Yes Provider and Phone: On Call Services (918) 397-7787

Total Number of Portable Toilets: 15 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 08/15/2025 Time: 0600

Equipment Pickup: Date: 08/18/2025 Time: 0600

Other Event Information: See Attachments.

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Generic

Sound Amplification: Yes

Start Time: 0800

Finish Time: 1200

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

PA sound system

Sound checks conducted prior to the event: No

Start Time: 0800

Finish Time: 0830

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

N/A

Use of any signs, banners, decorations, or special lighting used at event: Yes Describe:

Finish line and start line banners.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: TFD academy cadets and volunteers.

Number of Trash Receptacles: 10

Number of Dumpsters: 2

Number of Recycling Containers: 1

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Tulsa Parks

If not presented, please explain:

N/A

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 of 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: 12/09/2024 Date routed: 02/04/2025 Date for review: 03/12/25 - 07/30/25

Special Events Committee Recommendation: Meeting Review Yes ☒ No ☐ 02/19/2025

Date routed to Mayor: 03/03/25 - 07/24/25 Mayor's Recommendation: Yes ☒ No ☐ 03/05/25 -

Date routed to Council: 03/03/25 - 07/24/25 City Council Approval: Yes ☒ No ☐ 03/12/25 -

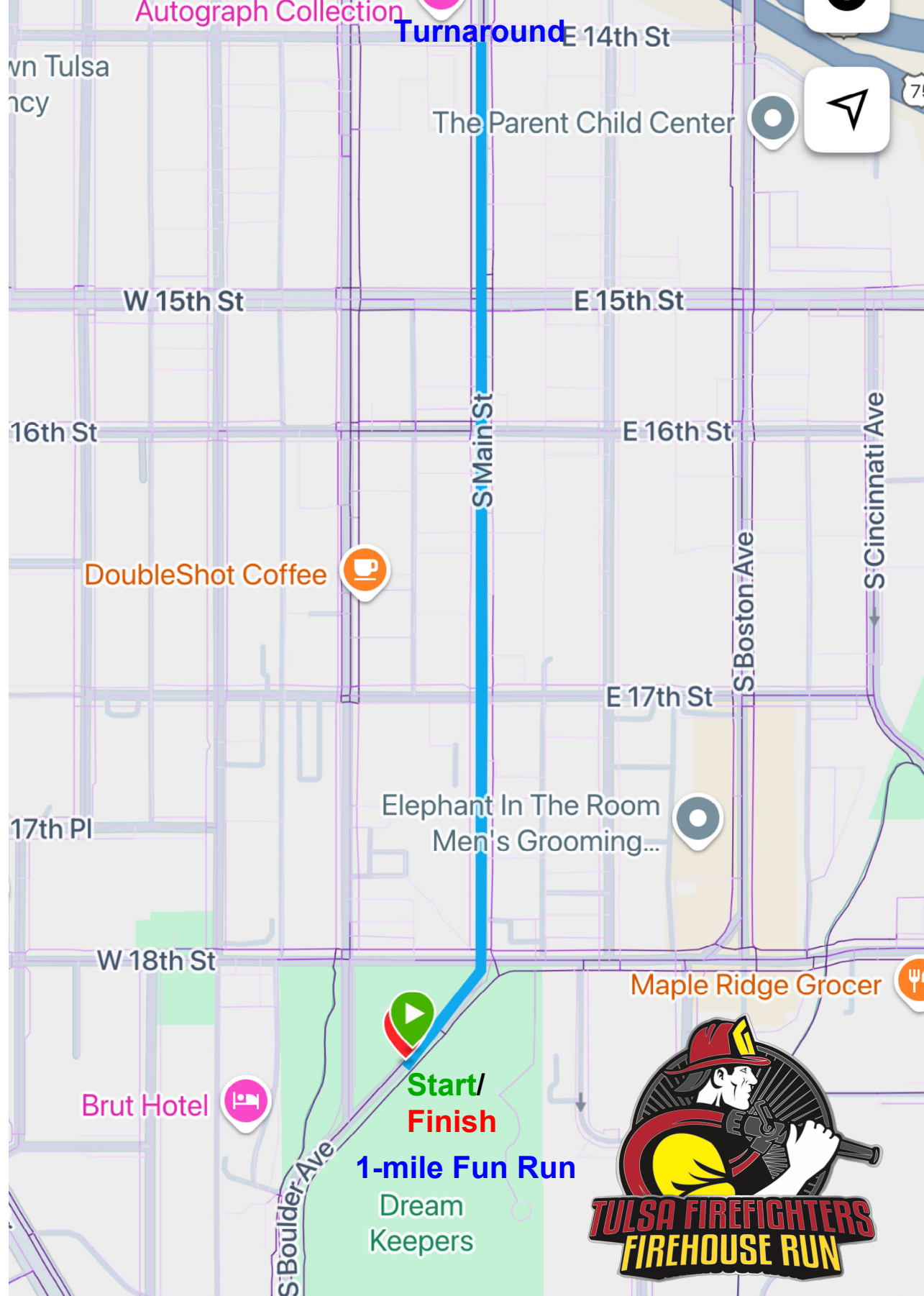
Date Permit Issued: _____ Comments: SEC meeting 02/19/2025/ Mayor agenda 03/05/2025. City Council agenda 03/12/2025. Application fees and maps verified 02/04/2025. 05/16/25 - Run postponed to 08/16/25 due to road construction. Maps updated 07/08/25.

Timeline and maps updated again 07/24/25.



Comments:

Comments:
Cones will have reflective stripe.
NOT TO SCALE.



Tulsa Running 0.99 mi - Jul 9

Running • Private



