



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: Tulsa Firehouse 5K Run Date(s) of Event: Saturday, May 31, 2025

Location Address: Start: 102 E 18th St (Fire Station 5) Council District(s): 4  
End: 1875 S Boulder Park Dr (Dreamkeepers Park)

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**

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Host Organization: Tulsa Fire Department Website: N/A

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**

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**Event Setup:** Date: 05/31/2025 Time: 0830  
Street Closure for Event Setup: Date: 05/31/2025 Time: 0600  
Street(s) to be Closed for Event Setup: Start Line - 18th St between Boston Ave and Baltimore Ave, including Boston Ave between 18th St and 19th St (0600 - 0930)  
Finish Line - Boulder Park Dr between 18th St and Boulder Ave (0600 - 1300)

**Event Start:** Date: 05/31/2025 Time: 0700  
Street Closure for Event Start: Date: 05/31/2025 Time: 0800  
Street(s) to be Closed for Event Start: See Racecourse Map  
Run, Walk, Parade Start Time: 0830 Fun Run  
0900 5K Run

Daily Event Hours: Activities: 0800 - 1200

**Event End:** Date: 05/31/2025 Time: 1200  
Street Reopens after Event End: Date: 05/31/2025 Time: 1030

**Event Teardown:** Date: 05/31/2025 Time: 1145  
Street Reopens after Event Teardown: Date: 05/31/2025 Time: 1300

## **Secondary Permits Required**

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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**

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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: 05/30/2025 Time: 0600 Equipment Pickup: Date: 05/31/2025 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**

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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: 05/30/2025 Time: 0600

Equipment Pickup: Date: 06/01/2025 Time: 0600

Other Event Information: See Attachments

**Entertainment and Related Activities**

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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**

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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:

If not presented, please explain:

Pending

**Affidavit of Applicant**

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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

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**For City of Tulsa Special Events Committee Use Only**

Date received: 2/0 /2024 Date routed: 02/04/2025 Date for review: 0 /05/2025

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: 02/ /2025

02/26/2025. City Council agenda 03/05/2025. Application fees paid and maps verified 02/04/2025.

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# TULSA FIRE STATION NO. 5 5K

**Start:** On 18<sup>th</sup> St, directly in line with the American Flag pole of Fire Station No. 5

**1k:** On Main St, at the center of the overpass over the BA EXWY.

**2k:** On 12<sup>th</sup> St, on the overpass over the BA EXWY, 45 m west of the fire station 250 feet sign.

**3k:** On Riverside Drive, 35 meters east of the of the stop sign on the SE corner of SW Blvd and Riverside Drive.

**4k:** On Riverside Dr, 58 meters west of the River Parks Rock sign for the 17<sup>th</sup> & Riverside Plaza.

**Finish:** On Main St, at the street light pole in front of the Veterans Memorial.

**Measured by:** Martin Updike, I:40 Race Service Measured on 7/25/2024  
918-577-1956, martin@i40raceservice.com

Shortest Possible Route (SPR) was used to measure this course. No restrictions.

**Race Contact:**

Burl Nicholson w/ Tulsa fire Department  
burlnicholson92@gmail.com

Start Line closed 7 - 10:30 a.m.

Finish Line closed 7 a.m. - 2 p.m.

1-Mile Fun Run starts 9 a.m.

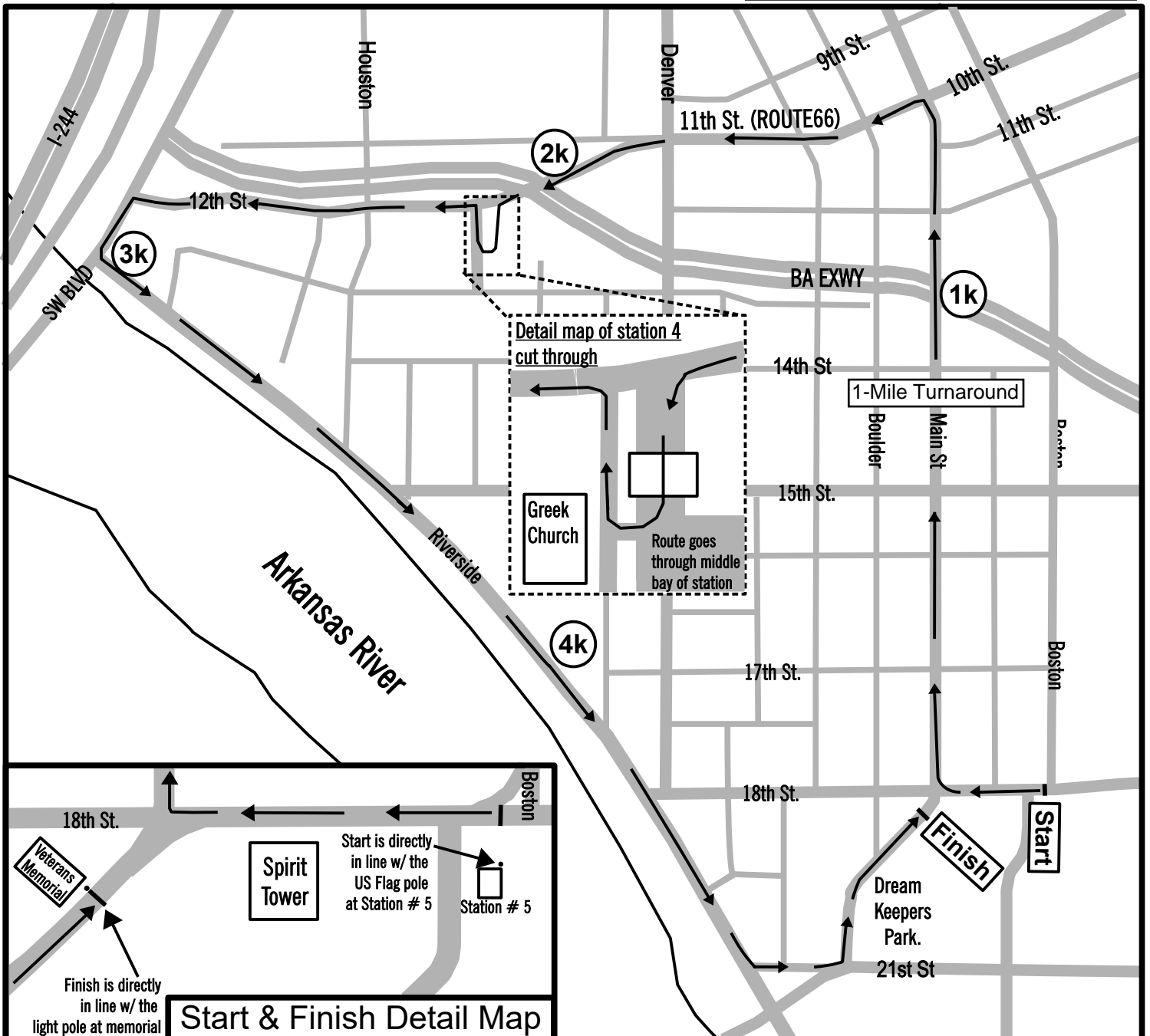
1-Mile Fun Course closed 8:30 - 10 a.m.

5K Run starts 9:45 a.m.

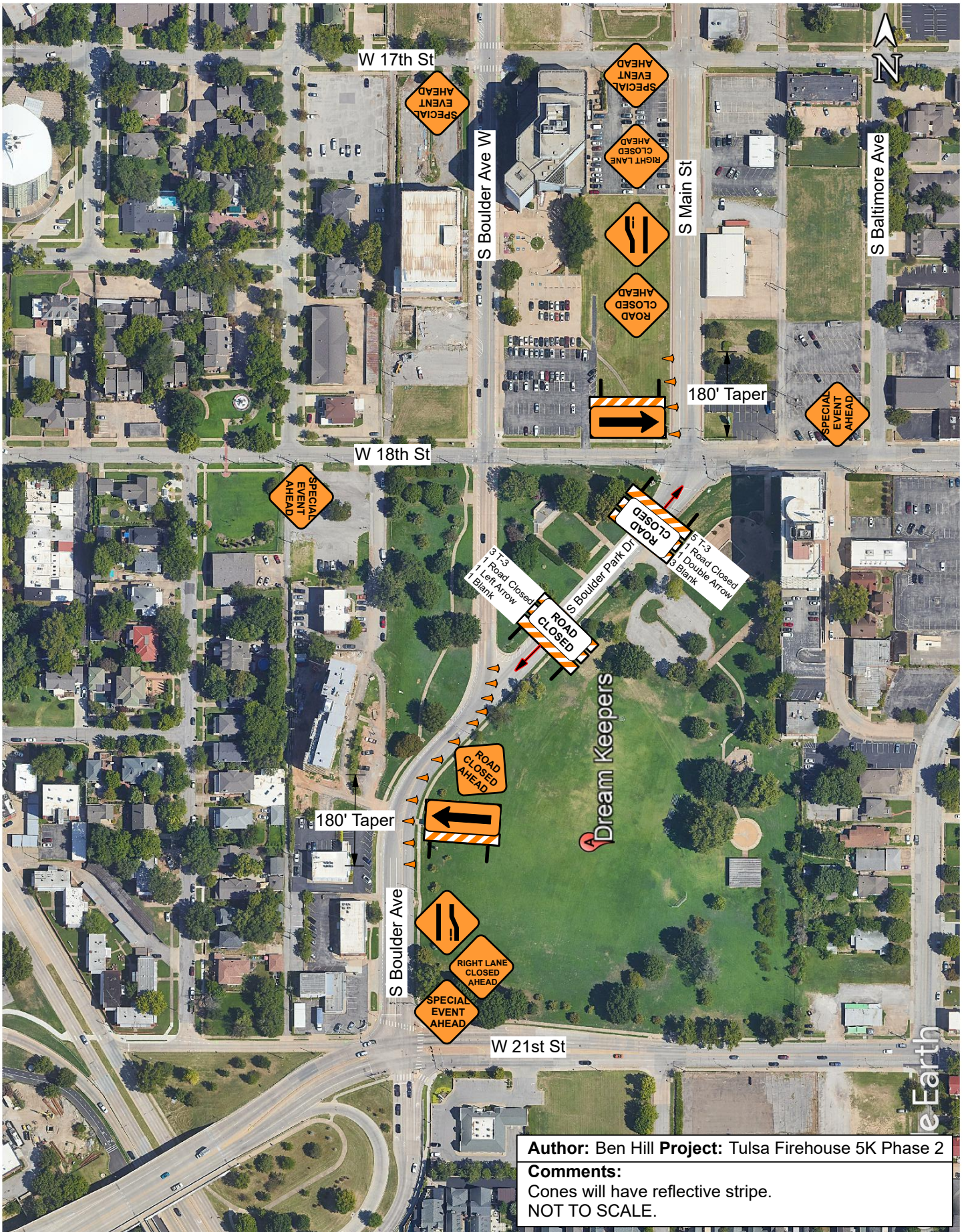
5K Racecourse closed 9:15 - 11 a.m.

**Elevations:**

Start: 207 m    Finish: 207 m  
Lowest: 202 m    Highest: 227 m



**Start & Finish Detail Map**



**Author:** Ben Hill **Project:** Tulsa Firehouse 5K Phase 2  
**Comments:**  
 Cones will have reflective stripe.  
 NOT TO SCALE.