



**Public Works Department  
Office of the Director**

Tom Funcheon  
Public Works Director

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To: Mayor and Board of Commissioners

From: Tom Funcheon, Public Works Director

Date: November 14, 2017

Subject: Special Event – St. Nicholas Greek Orthodox Cathedral  
Epiphany Procession  
January 6, 2018

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**Recommendation:**

That the Mayor and Board of Commissioners approve the St. Nicholas Greek Orthodox Cathedral's special event application for "Epiphany Procession" on January 6, 2018, and the temporary closure of Pinellas Ave., Orange St., Safford Ave., Ring Ave., Tarpon Ave. and Craig Park.

**Background:**

This event has been approved by the Special Events Review Committee based on previous years' events.

The Police Department has approved the procession route, which will take place from 11:00 a.m. to 1:30 p.m. Set up will begin at 9:00 a.m.

Craig Park Boat Ramp will be closed during the event.

All set-up and clean-up will be the event sponsors responsibility.

The City has notified area businesses of the procession.

Approval of this event authorizes the Sponsor/User the use of City property for said special event with the understanding that they must operate and carry out the needs and functions of the event within the confines and requirements established and approved by the Special Events Committee, the B.O.C. and the Sponsor's application on record.

**City of Tarpon Springs  
Application for Special Events**

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**Event Information:**

Date of Application: October 20, 2017  
Name of Event: Epiphany Procession  
Date(s) of Event: January 6, 2018  
Alternate Date(s): \_\_\_\_\_  
Hours of Event: \_\_\_\_\_  
Set up/break down time needed: \_\_\_\_\_  
Location of Event (include map for parade/procession routes with assembly and disband points): Pinellas Ave, Orange, Ring, Tarpon Ave, Bayou, Pinellas  
Type/Purpose of Event: Religious  
Disposition of Proceeds: \_\_\_\_\_

**Applicant Information:**

Name of Organization: St. Nicholas Cathedral  
Registered Nonprofit Org.: Yes  No   
Organizations Address: 17 E. Tarpon Ave, Tarpon Springs, FL 34689  
Individual to Contact: Soultana Kalligas (Telephone #) 727-937-3540 (email) soultana@stnicholastarpon.org  
Alternative Contact: Costas Sisois (Telephone #) 727-858-2630 (email) \_\_\_\_\_

**General Information:**

Number of Vendors: none (Sponsor is required to keep a list of vendors, and must be able to produce upon request.)  
Location for Designated Vendor Parking (Please complete Vendor Designated Parking Form and attach to application): \_\_\_\_\_  
Approximate Number of Attendees: 2000 Entrance Fee: \$ none  
Location for Attendee Parking: Behind church and public parking lot  
Will Private Security be Provided: Yes  No  Name of Private Company: \_\_\_\_\_  
Will the Following be Provided: Traffic Control: Yes  No  Crowd Control: Yes  No   
Will Music be Provided: Yes  No  Hours of Play: \_\_\_\_\_ Band:  DJ:  Other: \_\_\_\_\_  
Type & Location of Toilet Facilities: \_\_\_\_\_

Tent or Other Structure: Yes  No  Type of Structure: \_\_\_\_\_

How will Structure be Secured: \_\_\_\_\_

Solid Waste Collection/Disposal: Yes  No  Dumpster:  Rolloff:  Other: \_\_\_\_\_

If parade # of: Participants 500 Animals \_\_\_\_\_ Floats \_\_\_\_\_ Bands 1 (220 indiv) Other Clergy, dignitaries,

dance groups, band, color guard, etc

Amusement/Carnival Rides: Yes  No  Name of Company Providing Rides: \_\_\_\_\_

Types of Rides: \_\_\_\_\_ Is Diagram of Layout Attached: Yes  No

Will Food/Beverages be Served: Yes  No  Cooked on Site:  Catered:  Sold:  Given Away:

Will Alcoholic Beverages be Served: Yes  No  Type of Alcoholic Beverages: \_\_\_\_\_

*Event Sponsor is responsible to ensure that all food/alcohol vendors have all necessary licenses as required by the Department of Business and Professional Regulations, Division of Hotels & Restaurants and/or Division of Alcohol and Tobacco, Department of Health, Environmental Health Division or any other applicable State Agency.*

**Equipment/Miscellaneous (please check if needed):**

Barricades: X How many: \_\_\_\_\_

Cones: X How many: \_\_\_\_\_

Portable Stage:  Location: \_\_\_\_\_

Electricity Needed:  Where: \_\_\_\_\_

Public Restrooms:  Hours of Opening/Closing: \_\_\_\_\_

Street Banners:  Locations: \_\_\_\_\_

Additional City Trash Cans:

Directional Parking Signs:  Locations: \_\_\_\_\_

Other: \_\_\_\_\_

Is a check made payable to the City of Tarpon Springs for the Application Fee & Deposit Attached: Yes X No

If not, when will it be sent: \_\_\_\_\_

Is the Certificate of Insurance Attached: Yes X No  If not, when will it be sent: \_\_\_\_\_

I (we) agree that it is my (our) responsibility to cleanup after the conclusion of the special event: Yes X No

I agree to provide a Post Special Report within 10 calendar days subsequent to the event: Yes X No  Failure to do so may result in forfeiture of deposit.

I (we) have read and completed this application and it is true and correct to the best of my (our) knowledge; I (we) have read the general instructions for this application and the City of Tarpon Springs Ordinance #88-25 and agree to conform with the provisions as set forth therein. I (we) understand that knowingly providing false information on the application shall automatically void the application and cancel the event.

Costa Sissois  
Signature of Applicant

October 20, 2017  
Date