



**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: June 20, 2017

Subject: Special Event – Tarpon Springs Merchants Association  
Hippie Fest  
August 12, 2017

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**Recommendation:**

That the Mayor and Board of Commissioners approve the Tarpon Springs Merchants Associations' special event application for the "Hippie Festival" on August 12, 2017 and the temporary closure of Dodecanese Blvd. (Athens to Roosevelt).

**Background:**

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

The hours of the event will be from 2:00 p.m. to 10:00 p.m., with setup beginning at 10:00 a.m. and cleanup ending by midnight. This event will consist of VW bugs, music, food and beverages (beer/wine). Proceeds will be used for advertising of events.

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

The sponsor has sent out notifications to area businesses that may be affected by this event.

It is understood that in order for the Sponsor to receive a permit to proceed, he/she must comply with the following:

- A Certificate of Insurance in the amount of \$1,000,000 naming the City as an "additional insured".

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: May 24, 2017

Name of Event: Hippie Fest

Date(s) of Event: August 12, 2017

Alternate Date(s): N/A

Hours of Event: 2-10 PM

Set up/break down time needed: 10:00 AM to 12:00 A.M.

Type/Purpose of Event: Fundraiser for the Tarpon Springs Merchants Association. Event will include food vendors, vendors, music and love bugs (cars).

Location of Event (include map for parade/procession routes with assembly and disband points): Sponge Docks – Athens to Roosevelt

If Closure of a City Parking Lot is needed, please check: Mother Meris \_\_\_ Tarpon Ave. \_\_\_ Orange St. \_\_\_ Court/Lemon \_\_\_

Other: City Parking Lot at Docks (where public restrooms are)

Disposition of Proceeds: Pay for expenses of the event and advertising for other events.

**Applicant Information:**

Name of Organization: Tarpon Springs Merchants Association

Registered Nonprofit Org.: Yes  No

Organizations Address: P O Box 2793, Tarpon Springs FL 34688

Individual to Contact: Carol Rodriguez (Telephone #) 845-937-4222 (email) carolaer@ymail.com

Alternative Contact: Reggie Gibson (Telephone #) 727-543-1593 (email) tarponsspringsflorida@gmail.com

**General Information:**

Number of Vendors: 70 (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): City Parking Lot (where public restrooms are) and Side Streets

Approximate Number of Attendees: 5000 Entrance Fee: \$ N/A

Location for Attendee Parking: Side Streets, City Parking Lot (where public restrooms are) & Splash Park 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: 2-10 PM Band:  DJ:  Other:

Type & Location of Toilet Facilities: City Parking Lot & Sponge Exchange

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Revised 01/16

Tent or Other Structure: Yes  No  Type of Structure: Pop Up Tent Style

How will Structure be Secured: As Required

Solid Waste Collection/Disposal: Yes  No  Dumpster:  Rolloff:  Other: Hiring City Employee

If parade # of Participants: Animals Floats: Bands: Other:

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: Beer & Wine

*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:  How many: As needed per TSPD

Cones:  How many: As needed per TSPD

Portable Stage:  Location: City Parking Lot

Electricity Needed:  Where: City Poles

Public Restrooms:  Hours of Opening/Closing: 12:00 pm to 12:00 am

Street Banners:  Locations: In front of Mother Meres Parking Lot, corner of Alt. 19 & Dodecanese Blvd. and US 19

Additional City Trash Cans:

Directional Parking Signs:  Locations:

Other: Also requesting shuttle bus driver for parking at the Splash Park. Hours will be from 2-10:30 pm

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

If not, when will it be sent:

Is the Certificate of Insurance Attached: Yes  No  If not, when will it be sent: When received from insurance company

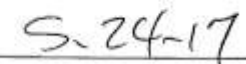
I (we) agree that it is my (our) responsibility to cleanup after the conclusion of the special event: Yes  No

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

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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.

  
Signature of Applicant

  
Date