



**Public Works Department
Office of the Director**

Tom Funcheon
Public Works Director

To: Mayor and Board of Commissioners

From: Tom Funcheon, Public Works Director

Date: March 28, 2023

Subject: Special Event – Sunset Hills Elementary School
PTA Color Run
April 22, 2023

Recommendation:

That the Mayor and Board of Commissioners approve the Sunset Hills Elementary Schools' special event application for the "PTA Color Run" on Saturday, April 22, 2023 on Gulf Rd. (Glades Ave. to Sunset Beach).

If a change in the event date is necessary due to inclement weather, the City Manager will authorize/designate a rain date.

Background:

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

The marathon/walk/run fundraiser begins at 8:30 a.m. and finishes at approximately 11:00 a.m. The Police Department has coordinated all road closures and traffic control.

They are anticipating approximately 150 participants, and all coloring will be done on school property.

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

Event Information:

Date of Application: March 8, 2023
Name of Event: Sunset Hills PTA Color Run
Date(s) of Event: April 22, 2023
Alternate Date(s): _____
Hours of Event: 8:30-11:00 am
Set up/break down time needed: _____
Type/Purpose of Event: Marathon/ Walk/ Run Fundraiser for Sunset Hills PTA "Color Run"

Location of Event (include map for parade/procession routes with assembly and disband points):
From Sunset Hills Elementary (1347 Gulf Road, Tarpon Springs) To Sunset Beach and Back to School

If Closure of a City Parking is needed, please check: Mother Meres ☐ Tarpon Ave. ☐ Orange St. ☐ Court/Lemon ☐
Other: _____

Disposition of Proceeds: _____

Applicant Information:

Name of Organization: Sunset Hills Elementary PTA
Registered Nonprofit Org.: Yes ☒ No ☐
Organizations Address: 1347 Gulf Road, Tarpon Springs, FL 34689
Individual to Contact: Maria Galouzis (Telephone #) 466-7417 (email) shptapres@gmail.com
Alternative Contact: Andrea Kopack (Telephone #) 850-449-0356 (email) _____

General Information:

Number of Vendors: _____ (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: _____ Entrance Fee: \$ _____
Location for Attendee Parking: _____
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 _____ 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: _____

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: _____

Cones: ☐ 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 ☐ No ☐

If not, when will it be sent: _____

Is the Certificate of Insurance Attached: Yes ☐ 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 ☐ No ☐

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.

Maria Galouzis
Signature of Applicant

3/8/2023
Date