




**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: December 05, 2023
Subject: Special Event – Tarpon Springs Merchants Association
1st Friday in Tarpon Springs
2/2, 3/1, 4/15, 6/7, 7/5, 8/2, 9/6, 10/4 & 11/1, 2024

Recommendation:

That the Mayor and Board of Commissioners approve the Tarpon Springs Merchants Associations' special event application for the "1st Friday in Tarpon Springs" on 2/2, 3/1, 4/15, 6/7, 7/5, 8/2, 9/6, 10/4 & 11/1, 2024 and the temporary closure of Tarpon Ave. (Pinellas Ave. to Ring Ave.), Hibiscus St. (Tarpon Ave. to Orange St.), N. Safford Ave. (Tarpon Ave. to Orange St. – will leave Truist Bank exit open), S. Safford Ave. (Tarpon Ave. to Court St. south bound & Lemon St. to Tarpon Ave. north bound), Court St. (Pinellas Ave. to Wells Fargo Parking Lot – on an as needed basis for overflow vendors), Mother Meres Parking Lot, and Tarpon Ave. Restroom Parking Lot.

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 hours of the event will be from 6:00 p.m. to 10:00 p.m. with setup beginning at 3:00 p.m. and cleanup ending by 11:30 p.m. Tarpon Ave. Restroom Parking lot will close at 2:00 p.m. due to delivery of beer/tent area. This event will consist of music, vendors and food/beverage (beer & wine). Each month there will be a different theme. Proceeds will be used to advertise other events and promote Tarpon Springs.

The event sponsor has notified area businesses that may be affected by this event, and will be responsible for all set-up and clean-up.

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.