

**CITY OF KEY WEST**  
**APPLICATION FOR A SPECIAL EVENT PERMIT**

Name of Applicant(s) KEY WEST GATOR CLUB

Address of Applicant(s) 5529 P.O. Box KW FL 33040

Phone Number of Applicant(s) 305-766-5284 Fax: \_\_\_\_\_ Email garridoj2000@yahoo.com

Name of Non-Profit(s) KEY WEST GATOR CLUB c/o UF ALUMNI ASSN.

Address of Non-Profit(s) 5529 P.O. Box KW, FL 33040

Phone Number of Non-Profit(s) 305-747-4017

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving 100 %

Date/Dates of Event 10/10/15 - 10/11/15

Hours of Operation 5:30 AM - 2 PM

Estimated/anticipated number of persons per day 1000

Location of Event 528 FRONT ST. (DUVAL - SIMONTON) / Salute! on the Beach

Street Closed FRONT ST. (DUVAL - SIMONTON) 1 AM - 2 AM - 10-10-15

Detailed description of event 1/2 FULL MARATHON STARTING & FINISHING

@ 528 FRONT ST. RUN WILL TEMP CLOSE SOME STREETS @ 6 AM

Noise exemption required: Yes ☒ No ☐

Alcoholic beverages sold/served at event: Yes ☒ No ☐

The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge. The applicant(s)/permittee agrees to assume full responsibility and liability for and indemnify and hold the City of Key West harmless from and against all liability, claims for damages, and suits for or by reason of any injury to any person or damages to any property of the parties hereto or of the third persons for any and all cause or causes whatsoever or in any way connected with the holding of said event or any act or omission or thing in any manner related to said event and its operation irrespective of negligence, actual or claimed, upon the part of the city their agents or employees.

Amber Ernst-Leonard  
Amber Ernst-Leonard

Applicants Signature

8/10/15

Date

Financial Statement of the event of the previous year must be submitted with application

**CITY OF KEY WEST**  
**APPLICATION FOR A SPECIAL EVENT PERMIT**  
**NOISE CONTROL EXEMPTION**

**\$50.00**

Date \_\_\_\_\_

Applicant Name KEY WEST GATOR CLUB  
Applicant Address 5529 P.O. Box KW FL 33040  
Applicant Phone Number 305-747-4017  
Event Name SOUTHERNMOST MARATHON  
Event Address/Location 528 FRONT ST.  
Date of Event 10/10/15-10/11/15  
Nature of Event MARATHON RUNNING RACE

Profit ☐ Non Profit ☒

Time(s) Request for Exemption 5:30 AM

Number of Exemptions at this location this (

Date of last exemption 10/1

City of Key West

REPRINT

\*\*\* CUSTOMER RECEIPT \*\*\*

Oper: KEYWSJS2 Type: OC Drawer: 1  
Date: 8/27/15 45 Receipt no: 35308

Description	Quantity	Amount
SS	SPECIAL EVENTS PAYMENTS	
	1.00	\$50.00

G/L account number:

00100003429300

00100001040000

K W GATOR CLUB

Tender detail

CK CHECK	1234	\$50.00
Total tendered		\$50.00
Total payment		\$50.00

Trans date: 8/27/15 Time: 13:34:29



Revised for  
Third Reading  
11/19/02

ORDINANCE NO. 02-29

AN ORDINANCE OF THE CITY OF KEY WEST, FLORIDA, AMENDING CHAPTER 6 OF THE CODE OF ORDINANCES ENTITLED "AMUSEMENTS AND ENTERTAINMENT" BY AMENDING ARTICLE II PERTAINING TO SPECIAL EVENTS; AMENDING SECTION 6-26 TO REQUIRE A DOWN PAYMENT ON THE COST OF CITY SERVICES, TO ALLOW FOR INTEREST ON LATE PAYMENTS, AND TO INCREASE THE COST WAIVER TO \$1,000.00; ADDING SECTION 6-27 TO RESTRICT PLACEMENT OF FOOD, BEVERAGE AND MERCHANDISE BOOTHS; AMENDING SECTION 6-56 TO REQUIRE THE APPLICATION TO LIST AN EMERGENCY CONTACT PERSON; AMENDING SECTION 6-57 TO ESTABLISH A MINIMUM NON-PROFIT SHARE FOR SPECIAL EVENTS IN WHICH A STREET IS CLOSED; AMENDING SECTION 6-58 TO PROVIDE THAT MAJOR FESTIVAL SPONSORS MAKE APPLICATION SIX MONTHS IN ADVANCE AND APPROVE CERTAIN SALES OF ALCOHOLIC BEVERAGES; ADDING SECTION 6-61 PERTAINING TO HANDICAP-ACCESSIBLE BATHROOM FACILITIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF INCONSISTENT PROVISIONS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Commission finds that a revision to the regulations governing special events and street closures would promote the health, safety and welfare of the citizens of Key West.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF KEY WEST, FLORIDA:

Section 1: That section 6-26 of the Code of Ordinances is hereby amended as follows\*:

**Sec. 6-26. Payment for city services.**

(a) The organizer or sponsor of any festival, street fair, fair, carnival, athletic event, contest, competition, parade, fundraiser, rally, boat or car race or other special event which requires city authorization, whether by administrative permit or city commission approval, and which requires the provision of additional or extraordinary support services by police, fire, administrative, or other city departments in order to maintain order or safety or to escort participants shall pay to the city the cost of such services. A down payment of ten percent (10%) of the costs, as estimated by the city manager, shall be made to the city either by certified check or credit card at least ten (10) days prior to the event.

(b) The city manager shall establish a cost schedule for additional or extraordinary support services for the events referred to in subsection (a) of this section, which schedule shall be subject to approval of the city commission. The city manager is authorized to provide reasonable terms for time and manner of payment. If the event sponsor fails to pay the full costs at the time determined by the city manager or, if no such deadline is

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\*(Coding: Added language is underlined; deleted language is ~~struck through~~.)



established, then within thirty (30) days after the event the city may impose an interest charge on the amount due at the rate of one and one half percent (1-1/2%) per month.

(c) The city commission may grant special exceptions to this section for cause shown upon the public record.

(d) The first ~~\$500.00~~ \$1,000.00 of costs as specified in subsection (a) of this section may be waived for any organizer or sponsor which has qualified as a tax-exempt nonprofit organization according to state or federal law. Acceptance of this waiver by such sponsor shall render the event a public accommodation subject to the human rights provision of the section 38-225.

(e) Any nonprofit organization accepting the waiver provided for by subsection (d) of this section shall, within 90 days following the special event, submit to the city commission an accounting of expenses and revenues incurred and generated during the event.

Section 2. That section 6-27 is hereby added to the Code of Ordinances as follows:

Sec. 6-27. Food, beverage and merchandise booths.

No booth or stall set up for a special event and serving any amount or type of food and/or beverage, or selling merchandise, shall be placed directly in front of, or within five(5) feet of the property line of, a restaurant or a bar or a retail store (selling

primarily the same or similar merchandise), unless the owner of the restaurant, the bar or the store consents. This section shall not apply to major festivals as defined in section 6-58.

Section 3. That section 6-56 of the Code of Ordinances is hereby amended as follows:

**Sec. 6-56. Application.**

(a) Except as provided in section 6-58, At least 60 days prior to a proposed special event that will result in the closing of a public street, the sponsor shall submit an application to the city manager. An application may be made either by a tax-exempt nonprofit organization (nonprofit) or jointly by a nonprofit and a private person or business entity.

(b) If the city manager approves the application, he shall then schedule it for consideration by the city commission. However, if the special event proposes to close only one block, is intended to end prior to 9:00 p.m. on any day of the year, and does not seek either a fee cost waiver or a noise exemption, the city manager may give final approval to the application.

(c) Each application shall include the name of a sponsor's contact person and that person's 24-hour telephone number(s), in case of emergency.

Section 4. That section 6-57 of the Code of Ordinances is hereby amended as follows:



**Sec. 6-57. Donation of percentage of revenue  
to nonprofit organization.**

~~A percentage of the revenues of a special event that causes the closing of a city street must be donated to the nonprofit organization and, at the sponsor's option, to additional charities. On the application form issued by the city manager, the nonprofit must state the amount or percentage of revenues it anticipates to receive from the special event.~~ When a sponsor proposes a special event that will cause the closing of a city street or other public right-of-way, the sponsor must donate at least twenty-five percent (25%) of the sponsor's gross revenues or \$1,000.00, whichever is greater, to at least one nonprofit organization. The sponsor must designate the nonprofit organization(s) on the application for the event. Each named nonprofit organization must provide the city manager with a letter of assent.

Section 5. That section 6-58 of the Code of Ordinances is hereby amended as follows:

**Sec. 6-58. Major festival.**

(a) A major festival is a special event of regional impact. Major festivals are: ~~Faney~~Fantasy Fest, Hemingway Days, Goombay Festival, Conch Republic Celebration, the Poker Run, the Valentine's Day event for Wesley House, the Red Ribbon event at ~~Mango's~~ Mangoes, and such other special events as may be added or subtracted by resolution of the city commission. Private persons

or business entities who sponsor major festivals are not required to provide funds to a non-profit organization per section 6-57. An application for a major festival must be received in the city manager's office at least six (6) months in advance of the scheduled event. ~~have a non profit coapplicant or to provide a percentage of revenues to a charitable cause.~~

(b) A business that seeks to sell alcoholic beverages at a major festival pursuant to an APS state license, and which is not a bar or restaurant or other concern that sells alcoholic beverages in the ordinary course of its business, must obtain the written approval of the major festival sponsor and provide such approval to the city of Key West.

Section 6. That section 6-61 is hereby added to the Code of Ordinances as follows:

**Sec. 6-61. Temporary bathroom facilities.**

Whenever the sponsor of a special event provides temporary bathroom facilities on the public right-of-way, at least five percent (5%) of those facilities or one of those facilities, whichever is the greater number, shall be accessible to persons with physical disability.

Section 7. If any section, provision, clause, phrase, or application of this Ordinance is held invalid or unconstitutional for any reason by any court of competent jurisdiction, the remaining provisions of this Ordinance shall be deemed severable



therefrom and shall be construed as reasonable and necessary to achieve the lawful purposes of this Ordinance.

Section 8. All Ordinances or parts of Ordinances of said City in conflict with the provisions of this Ordinance are hereby superseded to the extent of such conflict.

Section 9. This Ordinance shall go into effect on January 1, 2003.

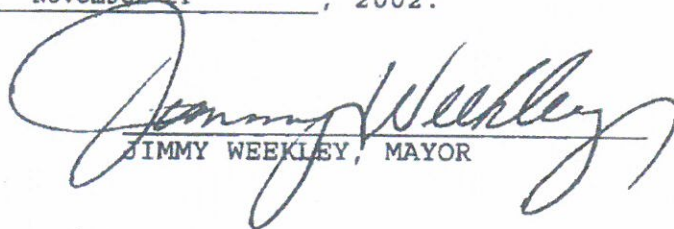
Read and passed on first reading at a regular meeting held this 16th day of October, 2002.

Read and passed on second reading at a regular meeting held this 6th day of November, 2002.

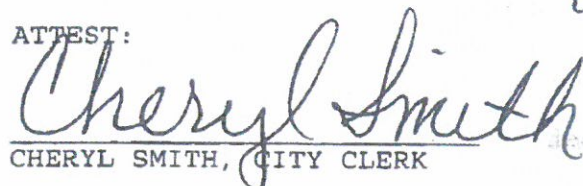
Read and passed on final reading at a regular meeting held this 19th day of November, 2002.

Authenticated by the presiding officer and Clerk of the Commission on 21st day of November, 2002.






Filed with the Clerk November 21, 2002.

  
JIMMY WEEKLEY, MAYOR

ATTEST:

  
CHERYL SMITH, CITY CLERK

## RULES AND REGULATIONS FOR USE OF CITY OF KEY WEST PROPERTY FOR SPECIAL EVENTS

1. All Applicant(s) must fill out a City of Key West (City) application form provided to you by the Office of the City Manager.
2. Application(s) for special event(s) must be in the Office of the City Manager 60 days prior to the event.
3. Application(s) must provide comprehensive liability insurance insuring itself and the City against all claims of damages or injury to persons or property arising for any reason as a result of the activities associated with the special event permitted by the City. The insurance policy shall be written by a solvent insurance company in good standing and shall provide a minimum of \$1 million general liability. The policy shall show the City of Key West as an additional named insured.  
Sponsor's Signature 
4. The applicant shall indemnify and hold the City harmless from all losses, claims, damages, liabilities, and expenses which may be incurred by the City or which may be claimed against the City by any person, firm to the person or property of any person, firm, corporation, or entity which are consequent or arise from the activities of the permit holder or its equipment, employees, agents, guests, licensees, or invitees for the permit holder activities or which damages/injuries are consequent or arise from permit holders failure to comply with all applicable laws, statutes, ordinances and regulations.  
Sponsor's Signature 
5. Applicant(s) who are businesses or private persons who wish to close a City street must make an application jointly with a non-profit entity. When a sponsor proposes a special event that will cause the closing of a city street or other public right-of-way, the sponsor must donate at least 25% of the sponsor's gross revenues or \$1000.00, whichever is greater, to at least one nonprofit organization. The sponsor must designate the nonprofit organization(s) on the application for the event. Each named nonprofit organization must provide the city manger with a letter of assent. Applicant(s) must also hire an off-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or the City Manager's Office. Applicant(s) must have neighboring businesses sign a petition of no objection to the street closure.  
Sponsor's Signature 
6. *Within 30 days of the events completion the City Commission will receive a letter from the not for profit organization stating the amount of the monetary donation received from the event.*  
Sponsor's Signature 
7. Applicant(s) wishing to sell/consume alcoholic beverages on City property must have approval by the City Commission via Resolution and must hire an off-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or City Manager's Office. Applicant must provide liquor liability insurance.  
Sponsor's Signature 



8. Applicant(s) wishing to have an exemption from the noise control ordinance must fill out an application thirty days before the event. Processing fee for the application is \$50.00.  
Sponsor's Signature EL
9. All applications are subject to approval at the discretion of the City Manager and/or City Commission.  
Sponsor's Signature EL
10. Notice of the city commission's proposed action on an application for a special event permit shall be mailed prior to the meeting at which the matter is to be considered to all property owners and occupants of property located within a 100-foot radius of the proposed special event. Notice of such proposed action also shall be published in a newspaper of general circulation in the city at least five days prior to the date of the city commission decision. The notice shall identify a contact person and phone number for complaints. The applicant shall pay for the newspaper advertisement.  
Sponsor's Signature EL
11. The organizer or sponsor of any special event, which requires the provision of additional or extraordinary support services by police, fire, administration, or other city departments shall pay to the city the cost of such services. A down payment of 10 percent of the costs, as estimated by the city manager, shall be made to the city either by certified check or credit card at least ten days prior to the special event.  
Sponsor's Signature EL
12. The first \$1000.00 of costs as specified in subsection (a) of the ordinance may be waived for any organizer or sponsor, which qualified as a tax-exempt nonprofit organization according to state or federal law. Acceptance of this waiver by such sponsor shall render the special event a public accommodation subject to the human rights provision of the section 38-225.  
Sponsor's Signature EL
13. Any nonprofit organization accepting the waiver provided for by subsection (d) of the ordinance shall, within 90 days following the special event, submitted to the city commission an accounting of expenses and revenues incurred and generated during the special event.  
Sponsor's Signature EL
14. Whenever the sponsor of a special event provides temporary bathroom facilities on the public right-of-way, at least five percent of those facilities or one of those facilities, whichever is the greater number, shall be accessible to persons with physical disability.  
Sponsor's Signature EL
15. Where a person has not applied for a special event permit and an event at it's location spills into a street, causing the police department to close all or a portion of the street, the person sponsoring the event shall pay all such extraordinary service costs incurred by the city. On each anniversary of this occurrence, if the person can reasonably anticipate an overflow of people into the street, a special event permit must be applied for consistent with this division. A violation of this section may be grounds for revocation of an occupation license.  
Sponsor's Signature EL

16. Special events may use fog, smoke and bubble machines or any device that emits a mist or spray contingent on Key West Fire Department approval. Approval must be obtained a minimum of 48 hours prior to the event. The use of confetti or confetti machines is strictly forbidden.

Sponsor's Signature EF

17. Special Events organizers must submit a adequate recycle plan for the size of the event being requested. Helpful hints and recycling requirements for special events can be found on the city's website. This will help you develop your plan.

Sponsor's Signature EL

18. All special events are required to comply with the Federal Americans with Disability's Act which requires access to all areas and services provided by the special events. Organizers must insure that all aspects of their event meet the requirements.

Sponsor's Signature EF



## Complete Checklist for Event Recycling City of Key West

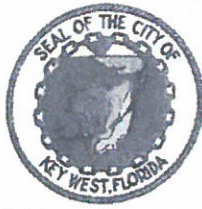
- Identify contact person at the festival responsible for working with recycling.  
Name of person: Jim Wilson Phone number: 305-797-4178
- Identify the recyclable commodities that will be used by the public and behind-the-scenes.  
Aluminum ☒ Glass ☒ #1 Plastic \_\_\_\_\_ #2 Plastic \_\_\_\_\_ Steel \_\_\_\_\_  
Corrugated Cardboard \_\_\_\_\_ Other: \_\_\_\_\_
- Define the amount of recycling containers needed for the festival grounds (based on commodities used at the event and where they will be used and discarded. When recyclables are used throughout event, 1 recycling container for every 1 trash barrels will be used).  
Amount of recycling and garbage containers needed: 6
- Arrange for recycling containers for the grounds and a large container (roll-off or festival box) and coordinate delivery and removal arrangements. Recycling containers may be ordered from Waste Management. 305 296-2825.  
Arrangements made: \_\_\_\_\_
- Capacity of containers on grounds: \_\_\_\_\_  
Contact person for containers: \_\_\_\_\_ Phone #: \_\_\_\_\_
- Order signs to inform customers of recycling. Signs are needed for point-of-purchase locations and recycling containers.
- Acquire liner bags for the recycling containers to be placed on the grounds. Ensure that the capacity of the bags is equal to or greater than that of the recycling containers on the grounds.
- Arrange for emptying of recycling containers during the event – from the containers on the grounds to the large container.  
Arrangements made: \_\_\_\_\_
- Arrange for pick-up of the recyclables. The agency providing containers will often take the materials for recycling. In other cases, arrange for the materials to be taken to a recycling facility.  
Arrangements made: \_\_\_\_\_
- Meet with vendors and tell them to ask customers to recycle the appropriate materials. Make sure vendors know what will be recycled. Inform them that signs will be posted in their areas.
- Oversee the delivery of containers and placement of signs.
- Place recycling containers next to trash cans on the grounds and insert liner bags. All recycling

containers must be adjacent to trash barrels in order to reduce contamination problems.

- Monitor recycling containers for correct usage during the event and take actions to solve problems.  
Problems: \_\_\_\_\_  
Actions taken: \_\_\_\_\_
- View trash barrels and note any recyclables in the trash. Take actions to solve problems.  
Problems: \_\_\_\_\_  
Actions taken: \_\_\_\_\_
- Take photos of event recycling, record data on volumes of recyclables and trash, and ask vendors and event organizers for comments about the program  
Comments: \_\_\_\_\_
- Ensure that recyclables are removed and taken to the large container when bins are full and that liner bags are replaced.
- At the end of the event, remove signs and arrange for their return to owners.
- Place recycling containers in the pick-up location, as arranged with the providers of the containers.
- Ask the recycling facility to appraise the amount of material collected for recycling by weight, volume, or counts and report on contamination levels.  
Amount of material: \_\_\_\_\_  
Contamination: \_\_\_\_\_
- Prepare a report on the program including strategies used, amount of material diverted, comments and suggestions from participants and future recommendations.
- Share the results with event organizers.
- Security deposit of \$1000.00 must be submitted prior to the event.
- Security deposit returned: \_\_\_\_\_

*For more information about event recycling and waste reduction, contact Waste Management at  
305 296-2825*





## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3828

Pursuant to my request to conduct a special event requiring authorization by the City Commission, I agree that throughout the event I will keep the premises clear of accumulated recyclables, trash and debris. This includes emptying trash and recycle cans on a regular basis for the duration of the event.

A handwritten signature in cursive script, appearing to read "L. Love", is written over a horizontal line.



No objection to street closure on October 10, 2015 from 5am-1pm.

Rum Barrel

*Robbi 2 Kelly*

Pier House

*no response to emails/calls*

Island Dogs

*Patricia Peltier*

Historic Tours of America

*See email*

Fairvilla

*Doreen*

Two Friends

*no response to emails/not avail @ visits*

Ron Jon

*[Signature]*





August 24, 2015

Jim Scholl  
City Manager  
525 Angela St.  
Key West, FL 33040

Re: Southernmost Marathon Recycling Plan

Dear Mr. Scholl,

As requested, the following is our recycling plan for the Southernmost Marathon, Half, 5K & 10K. The event is a running race through the streets of Key West, up to Boca Chica, and back to the Rum Barrel on Front Street where the awards and post-race celebration will be held.

The event will have water stations equipped to collect recyclables throughout the course. There will be at least one person at each water station responsible for cup collection. After the race, event staff and volunteers will make certain that the course is clean of all trash and debris and that the recyclable material from each water station is provided to Waste Management.

At the completion of the race, bottled water and bottled Gatorade are provided at the finish line. We will provide recycling containers throughout the finish line/ awards area located on and around Front Street as well as inside Rum Barrel (private property).

We have teamed up with Waste Management to provide containers as well as collections of the recyclable plastic byproducts due in part to our event, both on the course and after the race. We anticipate that having one recyclable container for every "existing" trash bin that will be more than sufficient as well as easily manageable.

Feel free to contact me with any questions you might have.

Sincerely,

Jim Wilson,  
Southernmost Marathon & Half  
Recycling Chair  
Key West Gator Club

P.O BOX 5529  
KEY WEST, FL 33045

63-9138/2631

PAY  
TO THE  
ORDER OF City of Key West

One thousand

\$ 1000-

DOLLARS



**BRANCH BANKING AND TRUST COMPANY**  
**1-800-BANK BBT BBT.com**

FOR

Max Zuber

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k.

~~XX~~

Trans date: 8/27/15 Time: 13:33:36



## 2014 SoMo

### Revenues

Race Roster Entries	\$91,913.50
Square	\$2,220.79
TDC	\$14,007.71
Day of entires	\$1,141.50
Sponsors	\$10,000.00
Shirts	\$50.00
Refunds	-\$60.00
Booking.com	\$180.80

**Total Revenue** \$119,454.30

### Expenses

Advertising	\$5,418.39	Facebook	\$177.24
Travel Guard	\$0.00	Rodale	\$2,500.00
Map (Wonderdog)	\$220.00	Florida Running	\$676.40
Posters	\$279.00	South FL Running	\$200.00
Course Certification	\$2,500.00	Run Journal	\$400.00
Website (KW Web De	\$2,795.00	KW Citizen	\$1,464.75
Checks	\$89.33		
City of KW	\$79.40		
Poster Delivery	\$80.00		
Pacific Health	\$227.88		
Always Advancing	\$4,588.00		
Trophies (Edco)	\$409.55		
Discount Mugs	\$998.35		
Banners (Cat 5)	\$1,234.00		
Amazon	\$241.76		
Home Depot	\$303.89		
Wares Direct	\$167.23		
CSA Travel Protection	\$1,282.00		
Fantastic Fabrics	\$7,662.69		
Overnight Prints	\$246.32		
Local Awards	\$174.15		
Eden House	\$850.00		
Parking	\$97.00		
Rum Barrel	\$4,264.69		
Volunteer Groups	\$13,595.00		
KWPD	\$3,662.90		
MCSO	\$600.00		
Winn Dixie	\$193.29		
Publix	\$134.26		
GFS	\$321.64		
Dion's	\$118.47		



# CERTIFICATE OF LIABILITY INSURANCE

UFFOU-1

OP ID: PB

DATE (MM/DD/YYYY)

07/21/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Ellett Insurance, P.L. 905 NW 56th Terrace, Suite A Gainesville, FL 32605-6408 Ellett Insurance, P.L.	<b>CONTACT NAME:</b> Ellett Insurance, P.L.	
	<b>PHONE (A/C, No, Ext):</b> 352-331-8044	<b>FAX (A/C, No):</b> 352-331-2347
	<b>E-MAIL ADDRESS:</b> ellett@bellsouth.net	
	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b> Univ of Florida Foundation Inc Attn: Lorraine Burton P.O. Box 14425 Gainesville, FL 32604-2425	<b>INSURER A:</b> Owners Insurance Company	32700
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>	X		78586654	08/01/2015	08/01/2016	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input checked="" type="checkbox"/> <b>Host Liquor Liab</b>						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
							<b>Emp Ben.</b> \$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b>	X		78586654	08/01/2015	08/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> HIRED AUTOS						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	<b>EXCESS LIAB</b>						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> N/A					E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Key West Gator Club "Southernmost Marathon" in the City of Key West on October 10, 2015.

**CERTIFICATE HOLDER****CANCELLATION**

City of Key West  
3132 Flagler Avenue  
Key West, FL 33040

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**KEY WEST FIRE DEPARTMENT  
FIRE MARSHAL'S OFFICE**

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**Please Check All That Apply To This Event**

**Cooking**

- ☐ Deep Frying/Open Flame
- ☐ Charcoal Grill
- ☐ Gas Grill
- ☐ Food Warming Only
- ☐ Catered Food
- ☐ Plan for Cooking Oil Disposal
- ☐ No Cooking on Site

**Electrical Power**

- ☐ Generator
- ☐ 110 AC with Extension Cords
- ☐ DC Power

**Road Closure**

- ☐ Map of Closed Road with Fire Lane & Vendor Booth(s) Locations

**Tents (More Than 200 SqFt.)**

- ☐ Flame Resistance Certificate
- ☐ Size, Type, Location of Tent(s)

**Food Booths**

- ☐ Food Booths – Total # \_\_\_\_\_
- ☐ Vendor Booths – Total # \_\_\_\_\_
- ☐ Total Number of Booths - \_\_\_\_\_

**Parade**

- ☐ Floats – Total # \_\_\_\_\_





Key West High School

Annis St

Josephine St

George St

Ashby St

Rose St

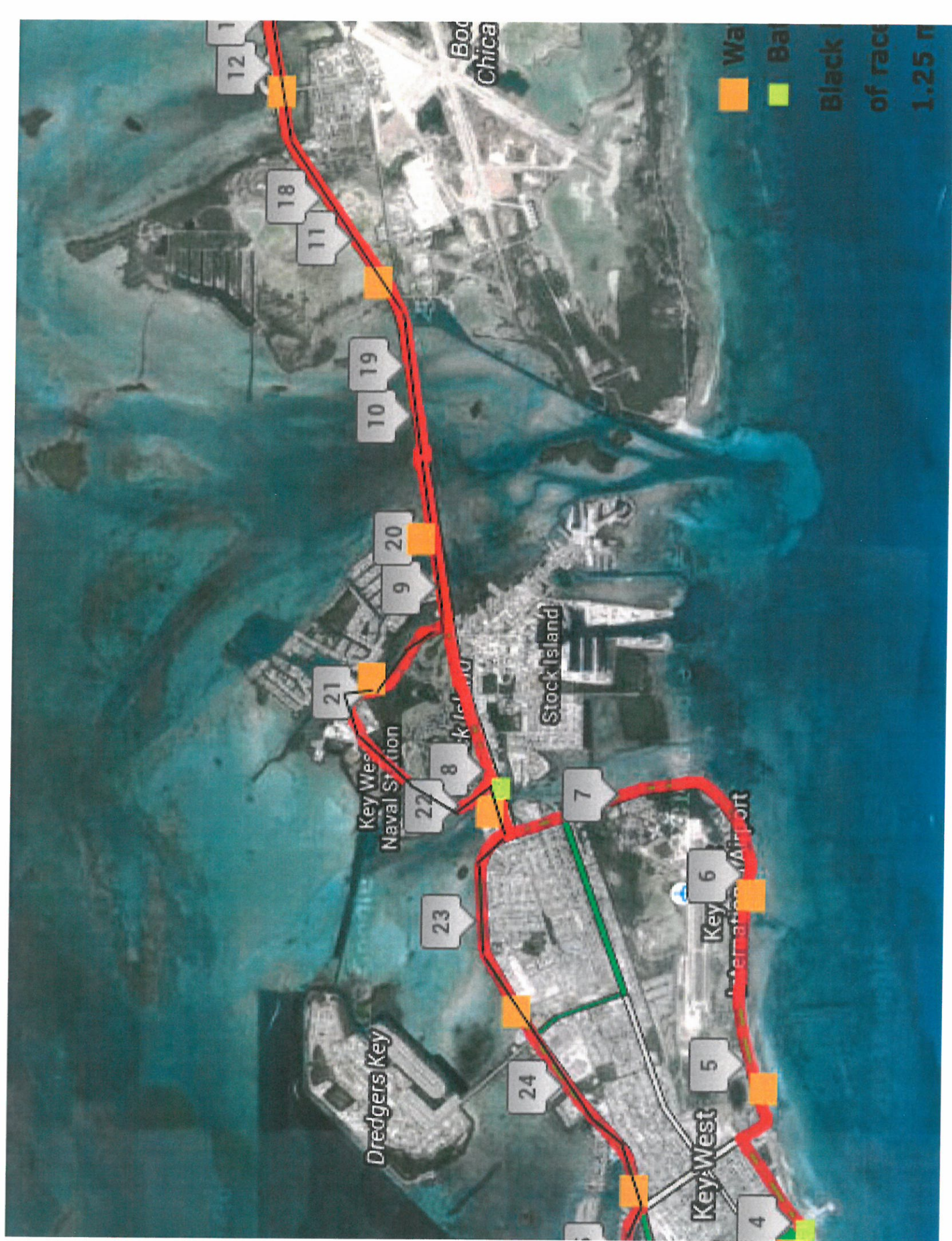
Thompson St

Patricia St

Monroe County  
Parks & Beaches

01000







FLORIDA DEPARTMENT OF STATE  
DIVISION OF CORPORATIONS**Detail by Entity Name****Florida Not For Profit Corporation**

UNIVERSITY OF FLORIDA ALUMNI ASSOCIATION, INC.

**Filing Information**

<b>Document Number</b>	700658
<b>FEI/EIN Number</b>	59-2911059
<b>Date Filed</b>	03/21/1960
<b>State</b>	FL
<b>Status</b>	ACTIVE
<b>Last Event</b>	REINSTATEMENT
<b>Event Date Filed</b>	03/24/2015

**Principal Address**

University of Florida Alumni Association, Inc.  
1938 W. UNIVERSITY AVE  
GAINESVILLE, FL 32603

Changed: 03/24/2015

**Mailing Address**

Universtiy of Florida Alumni Association, Inc.  
PO BOX 14425  
GAINESVILLE, FL 32604

Changed: 03/24/2015

**Registered Agent Name & Address**

GOFFMAN, SUSAN G  
University of Florida Alumni Association, Inc.  
1938 W. UNIVERSITY AVE  
GAINESVILLE, FL 32603

Name Changed: 03/24/2015

Address Changed: 03/24/2015

**Officer/Director Detail****Name & Address**

Title Executive Vice President

MITCHELL, Thomas J.

University of Florida Alumni Association, Inc.  
1938 W. UNIVERSITY AVE  
GAINESVILLE, FL 32603

Title Executive Director/Secretary

NIAS, DANITA D  
University of Florida Alumni Association, Inc.  
1938 W. UNIVERSITY AVE  
GAINESVILLE, FL 32603

Title Immediate Past President

Patel, Rahul  
University of Florida Alumni Association, Inc.  
1938 W. UNIVERSITY AVE  
GAINESVILLE, FL 32603

Title President

Norris, Suzanne  
University of Florida Alumni Association, Inc.  
1938 W. UNIVERSITY AVE  
GAINESVILLE, FL 32603

Title President-Elect

Cerio, Tim M.  
University of Florida Alumni Association, Inc.  
1938 W. UNIVERSITY AVE  
GAINESVILLE, FL 32603

Title Treasurer

Unger, Karen H.  
University of Florida Alumni Association, Inc.  
1938 W. UNIVERSITY AVE  
GAINESVILLE, FL 32603

### Annual Reports

Report Year	Filed Date
2013	01/24/2013
2014	03/24/2015
2015	03/24/2015

### Document Images

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[01/24/2013 -- ANNUAL REPORT](#)

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[01/12/2012 -- ANNUAL REPORT](#)

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State of Florida, Department of State

## Maria Ratcliff

---

**From:** Key West Wildlife Center <keywestwildlifecenter@hotmail.com>  
**Sent:** Thursday, August 20, 2015 11:25 AM  
**To:** bill@somomarathon.com; liz@somomarathon.com; denise ralph; Maria Ratcliff  
**Subject:** Lighting for Race.

Dear Liz,

This email is in response to Southernmost Marathon's Columbus Day weekend race and getting the City of Key West Lights turned on only for the morning of October 10th at 5:30am for the race.

Thanks for contacting the KW Sea Turtle Club regarding your Sea Turtle Lighting exception request. I have passed your request on through Florida Fish and Wildlife Conservation Commission and US Fish and Wildlife. For special events that would require exceptions during Sea Turtle Nesting Season that might impact Sea Turtle nesting, you would have to apply to USFW for the exception. I have contacted both organizations and asked about an exception for you.

FWC has asked me to contact you regarding this event to make sure there will be no:

1. Overnight tents, chairs, structures or people/equipment anywhere on the beach for this race.
2. If the lighting request is only for the time the race is scheduled, not the night before.

If you could let me know the answer to these questions, I can get you an answer concerning the lighting exception from the authorities.

Thanks for working with us on this...

Sincerely,

Tom Sweets  
Marine Turtle Permit 080  
305-292-1008

## Maria Ratcliff

---

**From:** Key West Wildlife Center <keywestwildlifecenter@hotmail.com>  
**Sent:** Thursday, August 20, 2015 11:34 AM  
**To:** Maria Ratcliff  
**Subject:** Runners Club Lighting Request

Dear Maria,

Thanks so much for contacting us about the lighting request from the Southernmost runners club Columbus Day race. You did just the right thing by allowing us to get permission from FWC and USFW regarding the exception to the Sea Turtle Lighting restrictions. We appreciate working with you to make sure these requests are all done properly and legally. Thanks again and I will keep you in the loop about the answer we get.

Tom Sweets  
Key West Wildlife Center



**Maria Ratcliff**

---

**From:** Key West Wildlife Center <keywestwildlifecenter@hotmail.com>  
**Sent:** Monday, August 24, 2015 11:00 AM  
**To:** liz@somomathon.com; Maria Ratcliff  
**Subject:** Lighting for Race

Dear Liz,

Just wanted you to know we did get approval for the City lighting to be on for the morning of your race October 10th. The lighting can be on that morning from 5-7am during the time of the race and then will need to go back on the regular Sea Turtle Nesting schedule immediately after until October 31st when turtle season ends. Does this meet your requirements? I wasn't clear on the other other times and overtime you were talking about in relation to Keys Energy. FWC gave approval to have them on for the time of the race.

Hope this helps,

Tom Sweets  
Key West Wildlife Center.



## THE CITY OF KEY WEST

P.O. BOX 1409  
KEY WEST, FL 33041-1409

### RELEASE AND INDEMNIFICATION

University of Florida Alumni Association, Inc.

Key West Gator Club

½ and Full Marathon

October 10, 2015 6:00 a.m. to 2:00 p.m.

October 11, 2015 6:00 a.m. to 11:00 a.m.

I Danita Nias being authorized to act on behalf of and legally bind University of Florida Alumni Association, Inc. doing business as the legal entity or association on whose behalf this application is made, do hereby release the City of Key West, its officers, agents and employees from any and all liability for damages arising out of, or related to the activities for which application for leave to use City property has been submitted; and do hereby further agree, on behalf of said entity or association to indemnify, and hold harmless the City of Key West, its officers, agents, and employees from and against any and all damages to personnel or property of the City, and against all claims for damages or injuries to other persons or property of any nature whatsoever, and for defense costs, including attorneys' fees at both trial and appellate levels, arising from the actions or omissions of the person(s) or legal entity(ies) on whose behalf the application is submitted, including, but not limited to, the sale and dispensing of alcoholic beverages, or otherwise arising from the actions of their members, licensees, customers, guests, invitees, or participants in the related activities permitted. The foregoing Release and Indemnification agreement does not apply to those claims for damages or injuries which result from the negligent actions or omissions of the City of Key West, its officers, agents, and employees.

Shirley A. Lynn  
Signature of Witness

Shirley A. Lynn  
Print Name

8/27/2015  
Date

Danita D. Nias  
Signature of Applicant

Danita D. Nias  
Print Name

8/27/2015  
Date

Key to the Caribbean - Average yearly temperature 77° F.

## Maria Ratcliff

---

**From:** Liz Love <liz@somomarathon.com>  
**Sent:** Monday, August 24, 2015 1:26 PM  
**To:** Maria Ratcliff  
**Cc:** Amber Ernst-Leonard; Bill Elkins  
**Subject:** Southernmost Marathon and Half  
**Attachments:** SoMo-5K-2015-Course.jpg; SoMo-10K-2015-Course.jpg; SoMo 2014 Marathon Course.jpg; SoMo 2014 Half Course.jpg

Hi Maria-

Thank you for all of your help. I'm attaching maps and a brief overview of the weekend.

Friday October 9 Expo @ Rum Barrel 12-9pm

Requesting use of parking spots in front of Rum Barrel @ 529 Front Street

- \$60.00 for parking

Saturday October 10 Southernmost Marathon & Half 4am-1pm

Requesting closure of Front Street from Simonton Corner to Ann Street for duration.

Maps attached for Full and Half. Have been in contact with KWPD for road closures, etc... All American Barricades will be setting the course as reviewed with KWPD.

Sunday October 11 Key West Running Festival 10k/5k 6am-11am

Maps attached. Normal 5k route from Salute to the top of Smather's and back. 10k course will continue up by the airport for the turnaround. No road closures.

We are working with UFAA for a signature for the permit. Checks have been turned in. Recycle chair letter is being signed today. Thank you again for your help!

Liz Love

--

Still need a place to stay for SoMo 2015? Check out these rates just for runners!

[The Gates Hotel](#)

[The Fairfield Inn](#)

Elizabeth Love

[www.somomarathon.com](http://www.somomarathon.com)

October 10, 2015

[479-200-4689](tel:479-200-4689)





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of race  
1.25 n







Event Name: Key West Gator Club 1/2 Iron Marathon

OCT 10:11, 2015

## Special Event Checklist

Everything must be checked off before  
submitting the special event application

X	TITLE	COMMENTS
✓	Special Event Application	
✓	Noise Exemption (If applicable)	
✓	\$50.00 for Noise	
✓	Ordinance initialed	
✓	Recycling checklist completed	
✓	Recycling deposit \$1,000.00	
✓	Recycling Plan	
✓	Authorization Letter for continuous cleaning of recycled area	
✗	Signatures of No Objection of Street closure (If applicable)	
✓	Insurance naming the City as additional insured	
✓	Financial of previous event (If applicable)	
✓	Release & Idemnification Form	
✓	Site Map ( where barricades, stages, etc are to go)	
✓	Letter from non profit that states they will be receiving the funds	They are the non-profit



Key West Gator Club 1/2 : Fuel Marathon  
Oct 10-11, 2015

CITY OF KEY WEST SPECIAL EVENTS  
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Marie Ratchiff 8/25/15  
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PUBLIC WORKS

CONDITIONS/RESTRICTIONS:

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

✓ KWDOT/PORT

CONDITIONS/RESTRICTIONS:

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

✓  
\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EVENTS:

REQUEST HAS BEEN APPROVED \_\_\_\_\_  
DENIED \_\_\_\_\_

(if denied attach explanation)

Key West Gator Club 1/2 : Fuel Marathon  
Oct 10-11, 2015

CITY OF KEY WEST SPECIAL EVENTS  
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Maria Ratchiff 8/25/15  
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PUBLIC WORKS

CONDITIONS/RESTRICTIONS:

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

KWDOT/PORT

CONDITIONS/RESTRICTIONS:

R. Hernandez/RS 8-25-15  
SIGNATURE DATE

Will delay bus routes  
\_\_\_\_\_  
\_\_\_\_\_

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EVENTS:

REQUEST HAS BEEN APPROVED \_\_\_\_\_

DENIED \_\_\_\_\_

(if denied attach explanation)

## Maria Ratcliff

---

**From:** Doug Bradshaw  
**Sent:** Tuesday, August 25, 2015 11:07 AM  
**To:** Maria Ratcliff  
**Subject:** RE: Key West Gator Club 1/2 and full Marathon

No issues from Port and Marine Services

Doug Bradshaw  
Director Port and Marine Services  
City of Key West  
201 William Street  
Key West, FL 33040  
305-809-3792

---

**From:** Maria Ratcliff  
**Sent:** Tuesday, August 25, 2015 10:41 AM  
**To:** Richard Sarver <rsarver@cityofkeywest-fl.gov>; Tara Stansbury <tstansbury@cityofkeywest-fl.gov>; Steve Torrence <storrence@cityofkeywest-fl.gov>; Danny Blanco <dblanco@cityofkeywest-fl.gov>; Rogelio Hernandez <rhernandez@cityofkeywest-fl.gov>; Jim J. Young <jjyoung@cityofkeywest-fl.gov>; Doug Bradshaw <dbradshaw@cityofkeywest-fl.gov>  
**Subject:** Key West Gator Club 1/2 and full Marathon

Remember we have two weekends with races. The one on the 17<sup>th</sup> and 18<sup>th</sup> should not be a big one.



## Maria Ratcliff

---

**From:** Liz Love <liz@somommarathon.com>  
**Sent:** Monday, August 31, 2015 10:05 AM  
**To:** Maria Ratcliff  
**Subject:** Fwd: Southernmost Marathon & Half road closure

See below- no objection from HTA. Will bring in other signatures.

----- Forwarded message -----

**From:** Linda Test <ltest@historictours.com>  
**Date:** Wed, Aug 19, 2015 at 8:54 PM  
**Subject:** Re: Southernmost Marathon & Half road closure  
**To:** Liz Love <liz@somommarathon.com>

Liz,  
Thanks for contacting me. We have no problem with your closure of Front Street that early in the morning. We won't be there to wave the runners off until closer to 8:00am!

Kindest regards,

Linda

On Aug 19, 2015, at 5:05 PM, Liz Love <liz@somommarathon.com> wrote:

Hi Linda-

I've contacted you the last few years to "OK" the street closure for the Southernmost Marathon & Half. This year our event will be held on Oct. 10, 2015. We are asking that Front Street be closed from 5am-12pm. We usually only keep the portion by the HTA building closed until the runners are on their way (615am) and then re-open that corner and light. If you have no objection to this closure can you please reply so to this email?

If you have any questions or concerns please let me know.

Thank you,  
Liz Love

--

Still need a place to stay for SoMo 2015? Check out these rates just for runners!

[The Gates Hotel](#)  
[The Fairfield Inn](#)

Elizabeth Love  
[www.somommarathon.com](http://www.somommarathon.com)  
October 10, 2015  
[479-200-4689](tel:479-200-4689)

--

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Elizabeth Love

[www.somomarathon.com](http://www.somomarathon.com)

October 10, 2015

479-200-4689