

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

Name of Applicant(s) Key West Business Guild

Address of Applicant(s) 513 Truman Ave, KW FL 33040

Phone Number of Applicant(s) 294-41003 Fax: 294-3273 Email admin@kwbgonline.org

Name of Non-Profit (s) same as above

Address of Non-Profit(s) same as above

Phone Number of Non-Profit(s) same as above

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

Date/Dates of Event June 11 (Streetfair) June 12 (Pnde Parade)

Hours of Operation Noon to 7pm (Streetfair) 5pm - 7pm (Parade)

Estimated/anticipated number of persons per day 3,000 to 5,000

Location of Event 700 and 800 Blocks of Duval (Streetfair) Duval (Parade)

Street Closed Saturday, June 11 2011 10am to 10pm (Streetfair) and  Sunday, June 12 2011 starts at 5pm at Truman Annex going left on Whitehead and Right on Duval, and ending at 1100 Block of Duval at 7pm

Detailed description of event Streetfair on Saturday (June 11) and Pnde Parade on Sunday (June 12)

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.

Blanca Tombl  
Applicants Signature

Date 3/29/11

\*(Financial statements of the event from the previous year must be attached and submitted along with special event application)

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

**\$50.00**

Date 3/29/11

Applicant Name Key West Business Guild

Applicant Address 513 Truman Ave. Key West FL 33040

Applicant Phone Number 305-294-4603

Event Name KEY WEST PRIDE STREETFAIR AND PARADE

Event Address/Location 700-800 Blocks Duval (streetfair) Parade starting at

Date of Event Street-fair: June 11 Parade: June 12 Truman Annex and ending  
in 1100 Block of Duval

Nature of Event The street fair and Pride Parade culminate  
the week's LG BT celebration of PRIDE

Profit  Non Profit

Time(s) Request for Exemption 10am-10pm (June 11 2011) 5-7pm (June 12)

Number of Exemptions at this location this calendar year \_\_\_\_\_

Date of last exemption \_\_\_\_\_

City of Key West  
 \*\*\* CUSTOMER RECEIPT \*\*\*  
 Oper: KEYWGM Type: OC Drawer: 1  
 Date: 4/11/11 45 Receipt no: 58380

Description	Quantity	Amount
SS SPECIAL EVENTS PAYMENTS	1.00	\$50.00

G/L account number:  
 00100003429300  
 00100001040000

KW BUSINESS GUILS PRIDEFEST

Tender detail		
CK CHECK	1222	\$50.00
Total tendered		\$50.00
Total payment		\$50.00

Trans date: 4/11/11 Time: 8:55:03

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

\* (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: FancyFantasy Fest, Hemingway Days, Goombay Festival, Conch Republic Celebration, the Poker Run, the Valentine's Day event for Wesley House, the Red Ribbon event at Mange'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.

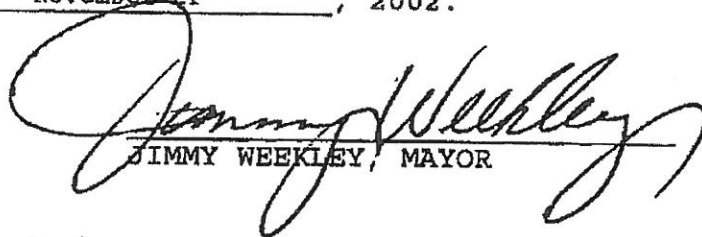
Read and passed on first reading at a regular meeting held this 16th day of October, 2002.

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

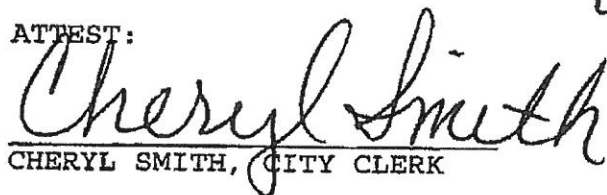
Read and passed on final reading at a regular meeting held this 19th day of November, 2002.

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 RJT
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 RJT
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 RJT
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 RJT
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 RJT

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 RJT
9. All applications are subject to approval at the discretion of the City Manager and/or City Commission.  
Sponsor's Signature RJT
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 RJT
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 RJT
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 RJT
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 RJT
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 RJT
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 RJT

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 RJT

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 RJT

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 RJT

# Complete Checklist for Event Recycling

## City of Key West

Identify contact person at the festival responsible for working with recycling.

Name of person: Patrick Shank Phone number: 305-294-4603

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 event and where they will be used and discarded. When recyclables are used throughout event, 1 recycling container for every ~~three~~ <sup>1</sup> trash barrels <sup>will</sup> may be used)

Amount of recycling containers needed: 20-95 gallons

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: Margaret Lara at Waste Management

Capacity of containers on grounds: 20 x 95 = 1900

Contact person for containers: Rebecca Tomlinson Phone #: 305-587-8961

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: Waste Management

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: Waste Management

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 prior to event \_\_\_\_\_

Security deposit returned \_\_\_\_\_

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

## ATTACHMENT A

**LICENSE FOR USE OF CITY OF KEY WEST OWNED PROPERTY**

LICENSE NUMBER

THIS LICENSE TO USE CITY OF KEY WEST PROPERTY HEREIN DESCRIBED IS ISSUED BY THE CITY OF KEY WEST TO THE LICENSEE NAMED BELOW FOR THE PURPOSE HEREIN SPECIFIED UPON THE TERMS AND CONDITIONS SET FORTH BELOW, AND ON ATTACHMENTS B, AND C. BY THE EXECUTION HEREOF THE LICENSEE AGREES TO COMPLY WITH ALL SUCH TERMS, CONDITIONS, AND GENERAL PROVISIONS.

**1. PROPERTY LOCATION**

KEY WEST, FLORIDA

**2. DATES COVERED**

FROM: June 12 2011 TO: June 12 2011

**3. DESCRIPTION OF PROPERTY (INCLUDE ROOM AND BUILDING NUMBERS WHERE APPROPRIATE)**

TRUMAN WATERFRONT PROPERTY

**4. PURPOSE OF LICENSE**

Key West Pride Parade Line-up / start

**5. LICENSOR**

CITY OF KEY WEST

**5a. CITY REPRESENTATIVE (TITLE AND ADDRESS)**

DOUG BRADSHAW, PORT PROJECT MANAGER, P.O. BOX 6434, KEY WEST, FL 33041-6434, (305) 809-3792

**6. LICENSEE (NAME AND ADDRESS)**

Key West Business Guild

**6a. LICENSEE REPRESENTATIVE (NAME/ADDRESS/PHONE)**

Rebecca Tomlinson / 513 Truman / Key West FL 305-294-4603

**7. REFUNDABLE DEPOSIT FOR USE OF PROPERTY (PAYABLE IN ADVANCE)**

(IF NO CASH PAYMENT IS REQUIRED, ENTER "NONE" UNDER ITEM 7a "AMOUNT")

a. AMOUNT	b. FREQUENCY PAYMENTS DUE	c. FIRST DUE DATE	d. TO (MAILING ADDRESS)
	One time payment	Submitted with License	Port office at P.O Box 6434, Key West, FL 33041-6434

**8. ADDITIONAL CHARGES FOR USE OF PROPERTY**

(IF NO CASH PAYMENT IS REQUIRED, ENTER "NONE" UNDER ITEM 8a "AMOUNT")

a. AMOUNT (EACH PAYMENT)	b. FREQUENCY PAYMENTS DUE	c. FIRST DUE DATE	d. TO (MAILING ADDRESS)
			Port office at P.O Box 6434, Key West, FL 33041-6434

**9. INSURANCE REQUIRED AT EXPENSE OF LICENSEE**

(IF ANY OR ALL INSURANCE REQUIREMENTS HAVE BEEN WAIVED, ENTER "NONE" IN a, b, c, OR d AS APPROPRIATE)

TYPE	MINIMUM AMOUNT	TYPE	MINIMUM AMOUNT
a. FIRE AND EXTENDED COVERAGE	SEE ITEM #10	c. THIRD PARTY PERSONAL INJURY PER PERSON	SEE ITEM#10
b. THIRD PARTY PROPERTY DAMAGE	SEE ITEM#10	d. THIRD PARTY PERSONAL INJURY PER ACCIDENT	SEE ITEM #10

**10. GENERAL CONDITIONS (SEE ATTACHED)**

Licensee shall carry (A.) COMPREHENSIVE AUTOMOBILE INSURANCE AND VEHICLE LIABILITY INSURANCE FOR OWNED AND NON-OWNED VEHICLES COVERING CLAIMS FOR INJURIES TO MEMBERS OF THE PUBLIC AND/OR DAMAGES TO PROPERTY OF OTHERS ARISING FROM USE OF MOTOR VEHICLES INCLUDING ONSITE AND OFFSITE OPERATION WITH LIMITS OF ONE MILLION DOLLARS EACH OCCURRENCE AND THREE MILLION DOLLARS ANNUAL AGGREGATE. (B.) COMMERCIAL GENERAL LIABILITY COVERAGE IN THE AMOUNT OF 1 MILLION DOLLARS/OCCURRENCE AND 2 MILLION DOLLARS ANNUAL AGGREGATE FOR THE TERM OF THE LICENSE. LICENSE IS FURTHER SUBJECT TO THE PROVISIONS IN ATTACHMENT B AND C.

**II. EXECUTION OF LICENSE**

FOR	BY		DATE
	NAME AND TITLE	SIGNATURE	
CITY OF KEY WEST	MR. JIM SCHOLL, CITY MANAGER		
LICENSEE	<u>Rebecca Tomlinson</u>	<u>Rebecca Tomlinson</u>	<u>3/31/11</u>

IF LICENSEE IS A CORPORATION, ATTACH CERTIFICATION OF SIGNATURE.

## ATTACHMENT B: GENERAL CONDITIONS

- a. The Licensor hereby grants to the Licensee the right to use the premises or facilities described in item 3, together with the necessary rights of ingress and egress.
- b. This License shall be effective for the period stated in item 2 and is revocable at any time without notice at the option and discretion of the Licensor or its duly authorized representative.
- c. The use shall be limited to the purposes specified herein. Licensor does not warrant or represent that the property is safe or suitable for the purpose for which Licensee intends to use it, and Licensee assumes all risks in its use.
- d. This License shall be neither assignable nor transferable by the Licensee.
- e. If utilities and services are furnished to the Licensee during License period, the Licensee shall reimburse the Licensor for the cost thereof as determined by the Licensor in accordance with applicable statutes and regulations.
- f. The Licensee, at its own cost and expense shall protect, maintain, and keep in good order, the premises or facilities licensed hereby. At the discretion of the Licensor this obligation shall include, but not be limited to, contribution toward the expense of long-term maintenance of the premises or facilities, the necessity for which accrued during the period of Licensee's use. The amount of expense to be borne by the Licensee shall be determined by prorating the total expense of the item of long-term maintenance on the basis of fractional use by the Licensee. This fractional part of the total expense shall be prorated further if the item of long-term maintenance did not accrue in its entirety during the Licensee's use. Upon a determination by the Licensor that the necessity exists for an expenditure of funds for maintenance, protection, preservation or repair, the Licensee shall pay to the Licensor its proportionate share on demand.
- g. No additions to, or alterations of, the premises or facilities shall be made without the prior consent of the Licensor. Upon revocation or surrender of this License, to the extent directed by the Licensor, the Licensee shall remove all alterations, additions, betterments and improvements made, or installed, and restore the premises or facilities to the same, or as good condition as existed on the date of entry under this License.
- h. The Licensee shall be liable for any loss of, or damage to, the premises or facilities incurred as a result of its use and shall make such restoration or repair, or monetary compensation as may be directed by the Licensor. The Licensee shall not be liable for loss of, or damage to, the premises arising from causes beyond the control of the Licensee and occasioned by a risk not in fact covered by insurance and not customarily covered by insurance in the locality in which the premises are situated. Nothing contained herein, however, shall relieve the Licensee of liability with respect to any loss or damage to the premises, not fully compensated for by insurance, which results from willful misconduct, lack of good faith, or failure to exercise due diligence, on the part of the Licensee. All insurance required for the Licensee on the premises shall be for the protection of the Licensor and the Licensee against their respective risks and liabilities in connection with the premises. Each policy of insurance against loss or damage to City of Key West property shall name the Licensee and the City of Key West, as the insured and shall contain a loss payable clause reading substantially as follows: "Loss, if any, under this policy shall be adjusted with (Name of Licensee) and the City of Key West and the proceeds shall be payable to the City of Key West". In the event that any item or part of the premises or facilities shall require repair, rebuilding or replacement resulting from loss or damage, the risk of which is assumed under this paragraph h, the Licensee shall promptly give notice thereof to the Licensor and, to the extent of its liability as provided in this paragraph, shall, upon demand, either compensate the City of Key West for such loss or damage, or rebuild, replace or repair the item or items of the premises or facilities so lost or damaged, as the Licensor may elect. If the cost of such repair, rebuilding, or replacement exceeds the liability of the Licensee for such loss or damage, the Licensee shall effect such repair, rebuilding or replacement if required so to do by the Licensor and such excess of cost shall be reimbursed to the Licensee by the Licensor. In the event the Licensee shall have effected any repair, rebuilding or replacement,

Initials of Applicant RJT

which the Licensee is required to effect pursuant to this paragraph, the Licensor shall direct payment to the Licensee of so much of the proceeds of any insurance carried by the Licensee and made available to the City of Key West on account of loss of or damage to any item or part of the premises or facilities as may be necessary to enable the Licensee to effect such repair, rebuilding or replacement. In event the Licensee shall not have been required to effect such repair, rebuilding, or replacement, and the insurance proceeds allocable to the loss or damage which has created the need for such repair, rebuilding or replacement have been paid to the Licensee, the Licensee shall promptly refund to the Licensor the amount of such proceeds.

- i. The Licensee shall indemnify and save harmless the City of Key West, its officers, agents, servants and employees from all liability or otherwise, for death or injury to all persons, or loss or damage to the property of all persons resulting from the use of the premises by the Licensee, and shall furnish the insurance specified in Item 9. Each policy of insurance required in Item 9 covering bodily injuries and third party property damage shall contain an endorsement reading substantially as follows: "The insurer waives any right of subrogation against the City of Key West which might arise by reason of any payment made under this policy." This indemnity shall survive the expiration of this License.
- j. All insurance required by this License shall be in such form, for such periods of time, and with such insurers as the Licensor may require or approve. A certificate of insurance or a certified copy of each policy of insurance taken out hereunder shall be deposited with the Licensor's local representative prior to use of the premises and facilities. The Licensee agrees that not less than thirty (30) days prior to the expiration of any insurance required by this License, it will deliver to the Licensor's local representative a certificate of insurance or a certified copy of each renewal policy to cover the same risks.
- k. The Licensee warrants that it has not employed any person to solicit or secure this License upon any agreement for a commission, percentage, brokerage or contingent fee. Breach of this warranty shall give the City of Key West the right to annul this License or in its discretion to recover from the Licensee the amount of such commission, percentage, brokerage or contingent fee in addition to the consideration herein set forth. This warranty shall not apply to commissions payable by the Licensee upon contracts or sales secured or made through bona fide established commercial or selling agencies maintained by the Licensee for the purpose of securing business.
- l. In connection with the performance of work under this License, the Licensee agrees not to discriminate against any employee or applicant for employment because of race, religion, color, or national origin, sex, disability, ancestry, sexual orientation, gender identity or expression, marital status, parental status or source of income. The aforesaid provision shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Licensee agrees to post hereafter in conspicuous places available for employees and applicants for employment, notices to be provided by the Licensor setting forth the provisions of the nondiscrimination clause. The Licensee further agrees to insert the foregoing provision in all subcontracts hereunder, except Subcontracts for standard commercial supplies or raw materials.
- m. All activities authorized hereunder shall be subject to such rules and regulations as regards supervision or otherwise, as may, from time to time, be prescribed by the local representative of the Licensor as designated in Item 5a.
- n. The laws of the State of Florida shall govern the validity of this license agreement, interpretation, performance, and any other claims related to it. The venue for any and all claims or legal actions will be Monroe County, Florida.



**ATTACHMENT C: ADDITIONAL PROVISIONS**

The licensee is subject to the following additional provisions:

1. The City identifies a single Point of Contact, Mr. Doug Bradshaw, Port Project Manager of Key West, phone (305) 809-3792 or Cell (305) 797-8361, who will provide license provision oversight and enforcement for the full term of the license.
2. Prior to use of the premises Licensee must provide a \$ \_\_\_\_\_ refundable deposit and a \$ \_\_\_\_\_ nonrefundable payment for use of the property. This payment shall be delivered to the Port office at P.O Box 6434, Key West, FL 33041-6434. All checks shall be made payable to Licensor. Utilities used by Licensee will be charged at current rates. Any additional costs that will be incurred by the City (security, fire protection, public works, Navy, etc.) must be paid to the City to those departments. Assignment of damage cost or noncompliance penalties will be at the discretion of the City of Key West. Additional charges may be made after the activity if required.
3. All utility use must be coordinated through Doug Bradshaw. Any modification to utilities to support the activity will be at the sole cost of the Licensee.
4. Licensee is responsible for obtaining necessary permits required by any other agencies pertaining to this event such as Federal, State, Local, Coast Guard, Navy, Marine Sanctuary, etc. and is responsible of providing proof of permit prior to entering into an agreement with the City of Key West.
5. Licensee must provide the City with a detailed schedule for activities.
6. The activities each day shall conclude not later than 6 p.m. nor begin before 8 a.m. without prior approval by Licensor.
7. No generators associated with the event shall operate after 6 p.m. and before 8 a.m.
8. The leased site must be maintained in an orderly and neat condition. Licensor may request Licensee to improve conditions of site within reason if conditions become unacceptable.
9. The Licensee shall notify the Truman Annex Master Property Owner's Association (TAMPOA) at least 30-days prior to the activity.
10. Ingress/egress by the licensee shall be coordinated with the Licensor.
11. The Licensee must provide or ensure 24-hour security for the licensed area either thru security guard or by fencing with locking gates.
12. City of Key West personnel shall be allowed access to the site at all times.
13. Licensee shall provide sufficient personnel to ensure proper and safe operation of the activity.

14. Licensee may not stay overnight on City of Key West property without prior approval by Licensor.
15. Entrance to City of Key West buildings is not authorized.
16. No alcoholic beverages/non-prescription drugs or food may be brought onto or sold on Licensor's property without prior approval from the City Commission.
17. Licensee must provide own portable toilets.
18. No trash may be left on site. Use of City of Key West dumpsters is not authorized unless prior approval is obtained.
19. Any use of NOAA's property or seawall must be coordinated with NOAA.
20. Use of the inner basin to anchor boats is not authorized.
21. No hazardous material or waste shall be used or stored on the premises without submitting a Hazardous Waste Handling and Spill Plan to the City of Key West.
22. Licensee is responsible for any and all environmental cleanup, restoration, fees, fines, etc. associated with the activity and shall put in place any and all measures to eliminate environmental contamination to the property that may be caused by the activity.
23. An environmental plan shall be submitted to the City detailing how Licensee will handle environmental waste such as lead based paint.
24. Licensee must take part in pre- and post-activity walk-through inspections with the Licensor's point of contact, or designee.
25. Licensee shall provide the Licensor's Point of Contact copies of all applicable deposits, insurance policies in force at the time of the license, and payments to City of Key West associated with this license.
26. All trash (including waste oil) and equipment including portable toilets and trailers shall be removed from the property no later than close out of business of the last day of this license. Licensee should plan accordingly. Licensor's may impose additional fees for use of property beyond license dates.
27. Licensee may be required to suspend activity as directed by City Staff during special events that occur at the Truman Waterfront.
28. In rare cases the Licensee at their sole expense may be required to move the activity to another location at the Truman Waterfront or off of the Truman Waterfront property if development of the Truman Waterfront and the activity are in conflict. Every effort will be made to avoid this occurrence.

ALL EVENTS REQUIRING ACCESS  
TO UTILIZE THE TRUMAN  
WATERFRONT PROPERTY MUST  
HAVE A SIGNED LICENSE FOR USE  
OF THE PROPERTY PRIOR TO THE  
SPECIAL EVENT RESOLUTION  
GOING TO CITY COMMISSION.

PLEASE CONTACT DOUG  
BRADSHAW AT 305-809-3792 TO  
OBTAIN A LICENSE.



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3888

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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.

Rheca Tombl, Executive Director KWBG



# CERTIFICATE OF LIABILITY INSURANCE

P ID: TM

DATE (MM/DD/YYYY)

03/22/11

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).

PRODUCER Key West Insurance, Inc. 646 United Street, Suite 1 Key West, FL 33040 Key West Insurance, Inc.	305-294-1096	CONTACT NAME:	
	305-294-8016	PHONE (A/C, No, Ext):	FAX (A/C, No):
		E-MAIL ADDRESS:	
		PRODUCER CUSTOMER ID #:	KWBUS01
		INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED Key West Business Guild Attn: Rebecca Tomlinson PO Box 1208 Key West, FL 33040	INSURER A : Century Insurance Group		
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

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 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 TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR   WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		CCP653804	07/10/10	07/10/11	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ excluded
						\$
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS					PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS					\$
	<input type="checkbox"/> NON-OWNED AUTOS					\$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DEDUCTIBLE					\$
	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A			E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

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

clubs- civic services  
Certificate Holder is named Additional Insured as their interest may appear.

## CERTIFICATE HOLDER

CITYKEY

City of Key West  
License Department  
P. O. Box 1409  
Key West, FL 33041-1409

## CANCELLATION

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  
Key West Insurance, Inc.

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## KWBG Admin

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**Subject:** FW: Police Officers for Pride Street Fair and Parade

**From:** KWBG Admin [mailto:admin@kwbgonline.org]  
**Sent:** Tuesday, March 29, 2011 10:30 AM  
**To:** 'Steve Torrence'  
**Subject:** RE: Police Officers for Pride Street Fair and Parade

Great! The Key West Pride Street Fair is scheduled for Saturday, June 11 2011. The Street Closure runs from 10am to 10pm with Set-up at 10am to Noon. The Street Fair will be in full swing Noon to 7pm. Breakdown from 7pm – 9pm. Street Open at 10pm. The Parade is scheduled for Sunday, June 12. We will meet at the Truman Annex at 3pm, and kick-off at 5pm following the traditional parade route from the Annex, left on Whitehead, right on Duval and ending at the end of the 1100 block of Duval, by 7pm. Would you please let us know what our next steps are, and confirm this email so we can include it in our street closure application with the city. Thanks!

Rebecca Tomlinson  
Executive Director  
Key West Business Guild  
513 Truman Avenue  
Key West, FL 33040  
[www.keywestbusinessguild.org](http://www.keywestbusinessguild.org)  
[www.gaykeywestfl.com](http://www.gaykeywestfl.com)  
[www.fl-keys.com/gay](http://www.fl-keys.com/gay)  
305-294-4603 office  
305-587-8961 cell

**From:** Steve Torrence [mailto:storrenc@keywestcity.com]  
**Sent:** Tuesday, March 29, 2011 10:19 AM  
**To:** KWBG Admin  
**Subject:** Re: Police Officers for Pride Street Fair and Parade

Good morning ..... You and I schedule the officers for the Parade and the Street Closure.

Steve

On Tue, Mar 29, 2011 at 10:11 AM, KWBG Admin <[admin@kwbgonline.org](mailto:admin@kwbgonline.org)> wrote:

Hey Steve. We are preparing our Street Closure Application for the City. The police officers that are required for the street fair (Saturday June 11) and the parade (Sunday June 12), do they get scheduled by the City as part of the street closure application, or do I have to arrange those with you?



Key West Business Guild  
PO Box 1208 . 513 Truman Avenue . Key West, FL 33041  
(305)-294-4603 . Fax (305)-294-3273 . [keywestbusinessguild.org](http://keywestbusinessguild.org)

## Special Event Recycle Plan

Key West Business Guild – Key West Pride Street Fair  
700 and 800 Blocks of Duval Street  
Saturday, June 11 2011, Noon to 7pm.

Recycle Coordinator: Patrick Shank, Office Manager

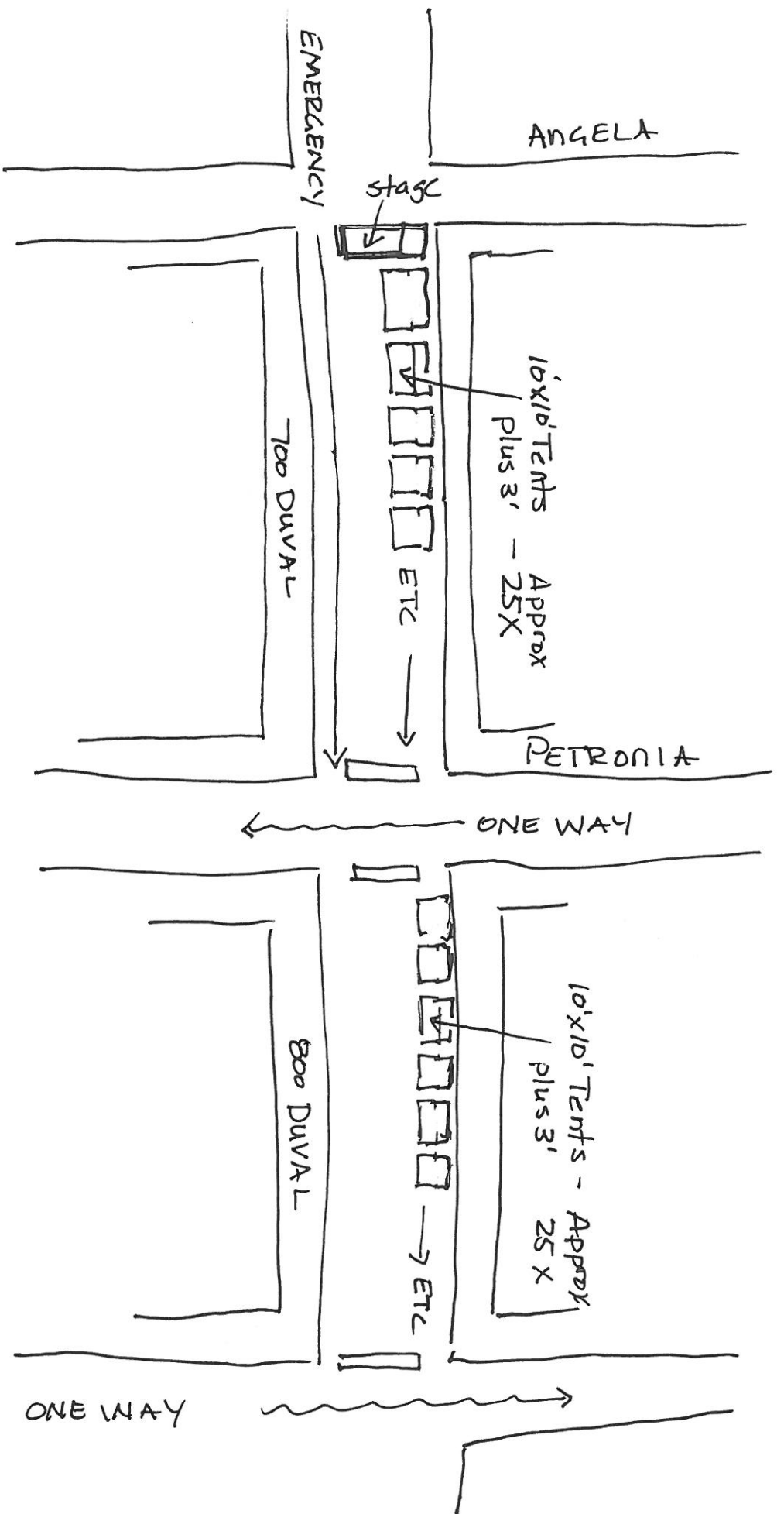
The Key West Business Guild will once again contract with Waste Management of the Florida Keys who will provide containers for waste removal. These containers will be delivered on Friday, June 11 to the corner of Petronia and Duval and lined neatly against the wall of the Bourbon Street Pub on Petronia until they can be set into place on Saturday, June 12<sup>th</sup> before Noon. Containers will be returned to the side of the Bourbon St Pub on Petronia late Saturday night, and will be picked up by Waste Management on Monday. We will work with volunteers throughout the day, organized by the Guild's Executive Director and Event Coordinator to ensure that containers are used appropriately and are moved to a convenient pick-up location at the end of the night.





**PETITION OF NO OBJECTIONS  
KEY WEST PRIDE STREET FAIR  
SATURDAY, JUNE 11 2011, NOON TO 7PM.  
700 and 800 BLOCKS OF DUVAL**

Address	Business Name	Representative	Signature
825	Glass Reunions	Kim	
821	Wood Works	Katie	
817	Cuts Scratch	Sikina	
815	Duval House	J. MICHEL	
801	Bourbon Bar	T Doucette	
800	Pet Boutique	Anaise Smith	
802	Key Lime Shoppe	Olesia Polgouin	
804	Towels of KW	-	
808	Cocktails-KW	-	
810	Wines	Valerie Chelley	
812	Tropical Inn	Brandi Gabry	
814	Cuba Cuba	www.cubakwstore.com	
816	Croissants & Fina	Deborah D'Amico	
824	Galleries KW		
826	Black Pearl		
830	Express Bar		
800	Bandman St		
426	Evans & Elle		
721	Graffiti	Phil Anderson	
719	KW Huckleberry	Anthony Santagata	
717	Southernmost Totes	M. F. & M. F.	
715	Larry Days	Lilly	
711	Agua	Junior	
709	KWEST	Jeremy	
707	KWEST Liqueurs	Jeremy	
705	Flamingo Cafe	Closed.	
703	Beach Boulevard		



June 11 10am Setup / Noon Start / 7pm Down Break

KEY WEST PRIDE STREET FAIR

June 8-12 2011

Key West Business Guild  
Statement of Pridfest 2010 Income and Expenses  
For the Period 1/1/2010 Through 6/30/2010

Type	Date	Num	Name	Memo	Amount
<b>Event Income</b>					
<b>Pride Fest</b>					
2010 Pridfest BC/EFA Event					
Deposit	06/23/2010	5712	Waterfront Playhouse	Net ticket sales from Broadway Caras event	1,533.00
					<u>1,533.00</u>
<b>Total 2010 Pridfest BC/EFA Event</b>					
<b>2010 Pridfest Sponsors</b>					
Invoice	04/28/2010	5591	Santa Maria Suites Resort	2010 Pridfest Celebration Lodging Sponsorship per	250.00
Invoice	05/11/2010	5628	Premier Beverage Company LLC	2010 Pridfest Sponsorship Package - Stolichnaya \	1,500.00
Invoice	05/17/2010	5621	AQUA	2010 Pridfest Sponsor	500.00
Invoice	05/19/2010	5606	Big Ruby's Guesthouse	2010 Pridfest Lodging Sponsorship	200.00
Invoice	08/01/2010	5633	Sebago Caltamara	Women on the Water - \$250.00 Men's Smoke! - \$2	500.00
Invoice	06/02/2010	5639	801 Bourbon	2010 Pridfest Sponsorship	500.00
Invoice	06/05/2010	5643	Blu Q	Pridfest Sponsor	100.00
					<u>3,550.00</u>
<b>Total 2010 Pridfest Sponsors</b>					
<b>2010 Pridfest BC/EFA Sponsors</b>					
Invoice	05/15/2010	5602	The Smith Law Firm	Sponsorship - Broadway Caras Event at Waterfront I	500.00
Invoice	05/15/2010	5603	Lower Keys Medical Center	Sponsor - Pridfest 2010	1,000.00
Invoice	05/15/2010	5614	Daniel Stahen, P.A.	2010 Pridfest Sponsorship - Broadway Caras Even	500.00
Invoice	05/17/2010	5615	Dennis Beaver	2010 Pridfest Sponsorship	1,000.00
					<u>3,000.00</u>
<b>Total 2010 Pridfest BC/EFA Sponsors</b>					
<b>2010 Pridfest Mixer</b>					
Deposit	06/09/2010		Mixer - Pridfest	Admissions	1,035.00
Deposit	06/09/2010		Mixer - Pridfest	Admissions	335.00
Deposit	08/09/2010		Miscellaneous Income	Unknown two charges: \$187.50 & \$125.00	312.50
Deposit	09/10/2010		Mixer - Pridfest	Total of checks	180.00
Deposit	08/10/2010		Mixer - Pridfest	Deposit	3,150.00
Deposit	06/14/2010		Miscellaneous Income	Add! Mixer cash used as bank for other events	150.00
Reclass	08/30/2010		Mixer - Pridfest	Reclass budgeted mixer amount to mixer budget list	<u>-3,000.00</u>
					2,182.50
<b>Total 2010 Pridfest Mixer</b>					
<b>2010 Pridfest Street Fair</b>					
Deposit	04/28/2010	7821	Kwest Liquors	Street Fair booth	200.00
Invoice	05/05/2010	5592	Underwear Station.com	2010 Pridfest Celebration - Streetfair	100.00
Invoice	05/05/2010	5593	Dangled in Paradise	2010 Pridfest Celebration - Streetfair	100.00
Invoice	05/05/2010	5594	Estheticians Garden, LLC	2010 Pridfest Celebration - streetfair	100.00
Invoice	05/05/2010	5595	Pride Clips and Things, Inc.	2010 Pridfest Celebration - Streetfair	100.00
Invoice	05/05/2010	5596	Let's Play Dress-Up	PF Streetfair	100.00
Invoice	05/08/2010	5597	Sunglasses Collection Tropical LLC	PF Streetfair	150.00
Invoice	05/08/2010	5598	Seak Unique Jewelry	PF Streetfair	100.00
Invoice	05/08/2010	5599	AIDS Help, Inc.	PF Streetfair	150.00
Invoice	05/08/2010	5620	Big Ruby's Guesthouse	PF Streetfair	100.00
Invoice	05/07/2010	5600	Club Aqua Miami	PF Streetfair	100.00
Invoice	05/07/2010	5645	Angela Goodrich	PF Streetfair	100.00
Invoice	05/10/2010	5601	Earthistry LLC	PF Streetfair	100.00
Invoice	05/13/2010	5624	GLAAD	PF Streetfair	60.00
Invoice	05/15/2010	5604	Dennis David Harer	PF Streetfair - Anchors Aweigh Booth	100.00
Invoice	05/18/2010	5646	Rainbow Unique Wear	PF Streetfair	100.00

Key West Business Guild, Inc.  
Pridefest 2010 Profit Loss Detail  
January through June 2010

Type	Date	Num	Name	Memo	Amount
Invoice	05/17/2010	5816	AQUA	PF Streetfair	100.00
Invoice	05/17/2010	5817	Diamonds International	PF Streetfair	100.00
Invoice	05/17/2010	5818	Baldfather	PF Streetfair	100.00
Invoice	05/19/2010	5807	Island Icas LLC	PF Streetfair	100.00
Invoice	05/20/2010	5811	Michael E. Arth for Governor	PF Streetfair	60.00
Invoice	05/21/2010	5813	Datella Landscaping	PF Streetfair	150.00
Invoice	05/22/2010	5809	Is It Art	PF Streetfair	150.00
Invoice	05/25/2010	5837	Blue Steel Jewelry	PF Streetfair	150.00
Invoice	05/29/2010	5834	Hip Hoops	PF Streetfair	100.00
Invoice	05/29/2010	5835	Kevin Smith Jewelry Designs	PF Streetfair	100.00
Invoice	06/01/2010	5838	INCA Trail	PF Streetfair	150.00
Invoice	06/12/2010	5847	First State Bank	PrideFest 2010 Streetfair Booth Size: 10x10	100.00
Deposit	06/14/2010		Miscellaneous Income	2 booths, 1-\$100 & 1-\$200 unidentified	300.00
					<b>3,420.00</b>
Total 2010 Pridefest Street Fair					
2010 Miss Pridefest @ LaTada					
Deposit	06/09/2010		Miscellaneous Income	Admissions	140.00
Deposit	06/09/2010		Miscellaneous Income	Admissions	150.00
Deposit	06/10/2010		Miscellaneous Income	Admissions	720.00
					<b>1,010.00</b>
Total 2010 Miss Pridefest @ LaTada					
2010 Mr. Pridefest Contest					
Deposit	06/09/2010		Miscellaneous Income	Admissions	25.00
Deposit	06/09/2010		Miscellaneous Income	Admissions	30.00
Deposit	06/14/2010		Miscellaneous Income	Admissions	1,285.00
					<b>1,340.00</b>
Total 2010 Mr. Pridefest Contest					
2010 Pridefest Drag King Event					
Deposit	06/14/2010		Miscellaneous Income	Drag King Event @ Pearl's	1,310.00
					<b>1,310.00</b>
Total 2010 Pridefest Drag King Event					
2010 Pridefest KWEST Event					
Deposit	06/14/2010		Miscellaneous Income	Admissions	335.00
					<b>335.00</b>
Total 2010 Pridefest KWEST Event					
2010 Pride Streetfair Donations					
Deposit	06/09/2010		Miscellaneous Income	Donations for Conch Republic flags	50.00
Deposit	06/14/2010		Miscellaneous Income	Pride Booth	60.00
					<b>110.00</b>
Total 2010 Pride Streetfair Donations					
Total Pride Fest Income					
					<b>17,790.50</b>
Pridefest Expense					
2010 Pridefest BCCEFA Event Exp					
Check	05/17/2010	7980	Waterfront Playhouse	Broadway Caras Pridefest Theater Rental	800.00
Bill	05/31/2010		Broadway Caras/Equity Fights AIDS	Expenses for Waterfront Playhouse Production	2,000.00
Bill	06/30/2010		BCCEFA Donation	Donation from Waterfront Playhouse Production	1,553.00
Bill	06/29/2010		Mac29eVENTS	Bar tender for BCCEFA event reimbursement	70.00
					<b>4,423.00</b>
Total 2010 Pridefest BCCEFA Event Exp					
2010 Pridefest Streetfair Exp.					
Check	06/12/2010	8006	Sammy the Sound Man	Sound for Streetfair/Street Party	1,700.00
Bill	06/14/2010		Frank Zamora	KWPD 14 hours	560.00
Bill	06/14/2010		Eric Biskup	KWPD 6 hours	240.00
Bill	06/15/2010		Windsor Holdings	Reimbursement for decorations & Rick Worth design	1,165.32

Key West Business Guild, Inc.  
Pridefest 2010 Profit Loss Detail  
January through June 2010

Type	Date	Num	Name	Memo	Amount
Bill	09/18/2010	PF Streetfair	Joseph Piccolo	Labor fee for working PF streetfair	225.00
					3,890.32
<b>2010 Pridefest Parade Expenses</b>					
Bill	06/14/2010	2010 Pridefest	Steve Torrence	KWPD 4 hours	180.00
Bill	06/14/2010	2010 Pridefest	Robert Allen	KWPD 4 hours	180.00
Bill	06/14/2010	2010 Pridefest	Jeff Williamson	KWPD 4 hours	180.00
Bill	06/14/2010	2010 Pridefest	Randy Handle	KWPD 4 hours	180.00
Bill	06/14/2010	2010 Pridefest	George Villarreal	KWPD 4 hours	180.00
Bill	06/14/2010	2010 Pridefest	Donald Barros	KWPD 4 hours	180.00
					1,080.00
<b>2010 Pridefest Advertising</b>					
Bill	02/23/2010	Pridefest2010 Ad	City of Key West	Ad for commission meeting notice	57.18
Bill	02/25/2010	May/June 1/4 pg.	The Gay & Lesbian Review	May/June 1/4 pg ad	380.00
Check	03/05/2010	7913	Babs Wade	All Event Rack Cards	117.48
Bill	06/16/2010	Reimb. PrideFest	Randy Detrick	25 Posters for Pridefest on 5/5	28.61
Bill	06/16/2010	Insertion Order	The Keyholer	Pridefest Program production & printing	2,000.00
Bill	06/16/2010	Reimb. PrideFest	Randy Detrick	20 Posters for Pridefest on 5/28	30.09
					2,811.34
<b>Total 2010 Pridefest Advertising</b>					
					578.84
<b>Pridefest Coordinator Fee</b>					
General Journal	02/01/2010	Prepaid Exp	Rebecca Tomlinson	Payment #1 of 12	578.84
					578.84
<b>2010 Pridefest Miscellaneous</b>					
Check	01/31/2010	7883	City of Key West	Noise Exemption Fee-2010 Pridefest 6/12/10	50.00
Bill	02/10/2010	358651529	John C. Giuliano	1&1 Internet, Inc. reimbursement. pridefestkeywest.	6.99
Bill	04/16/2010	Reimb crown	Steve Smith	Tara from Rhinestone Jewelry	108.26
Bill	05/01/2010	PF Sashes 5/1/10	Steve Smith	Reimburse S Smith for PF Winner sashes	82.00
Bill	05/04/2010	Rhinestone Reimb	Steve Smith	Crowns	133.53
Check	05/17/2010	7981	City of Key West	pridefest ad for liquor sales	28.58
Bill	05/25/2010	Reimb H. Mosley	Steve Smith	Reimbursement for Holiday to distribute PF posters a	35.00
Bill	06/07/2010	3203	Debbie Landscaping Design, Inc.	Donation for Mt. Trashmore Hillside Flag Paint	250.00
Bill	06/08/2010	Partycheap Reimb.	Robert Murrell	Multicolor Banners/Permanents 120 ft.	201.28
Bill	06/30/2010	Cancer Fdn.	Cancer Fdn. Of Florida Keys	Donation of door receipts from Miss Pridefest	400.00
Bill	06/30/2010	Reimb. Awards	Randy Detrick	Reimb. Of award plaques	150.00
Bill	06/25/2010	Stoll Comm.	Mac2BEVENTS	Commission for Stoll Sponsorship	300.00
					1,743.62
<b>Total 2010 Pridefest Miscellaneous</b>					
					14,927.12
<b>Total Pridefest Expense</b>					
					3,463.38



## THE CITY OF KEY WEST

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

**RELEASE AND INDEMNIFICATION**  
**Key West Business Guild**  
**Pridefest**  
**June 11 & 12, 2011**

I **Rebecca Tomlinson** being authorized to act on behalf of and legally bind **Key West Business Guild** 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.

Maria Ratchoff

Signature of Witness

Maria Ratchoff

Print Name

3/31/2011

Date

Rebecca Tomlinson

Signature of Applicant

REBECCA TOMLINSON

Print Name

3/31/11

Date

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



## THE CITY OF KEY WEST

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

# PUBLIC NOTICE

THIS IS TO NOTIFY YOU THAT THE KEY WEST BUSINESS GUILD HAS APPLIED TO THE KEY WEST CITY COMMISSION FOR A SPECIAL EVENT PERMIT UNDER SECTION 6-86 OF THE CITY'S NOISE CONTROL ORDINANCE. THE APPLICATION IS FOR AN EVENT TO TAKE PLACE ON SATURDAY, JUNE 11, 2011 FROM 12:00 NOON TO 7:00 P.M. ON THE 700 & 800 BLOCK OF DUVAL STREET FOR PRIDEFEST WHICH IS LOCATED WITHIN 100 FEET OF YOUR PROPERTY. A HEARING ON THE APPLICATION WILL TAKE PLACE AT THE CITY COMMISSION MEETING ON MAY 3, 2011, AT 6:00 P.M., OLD CITY HALL, 510 GREENE STREET.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT MARIA RATCLIFF THE CITY MANAGER'S OFFICE AT 809-3881.

# 700 and 800 BIK

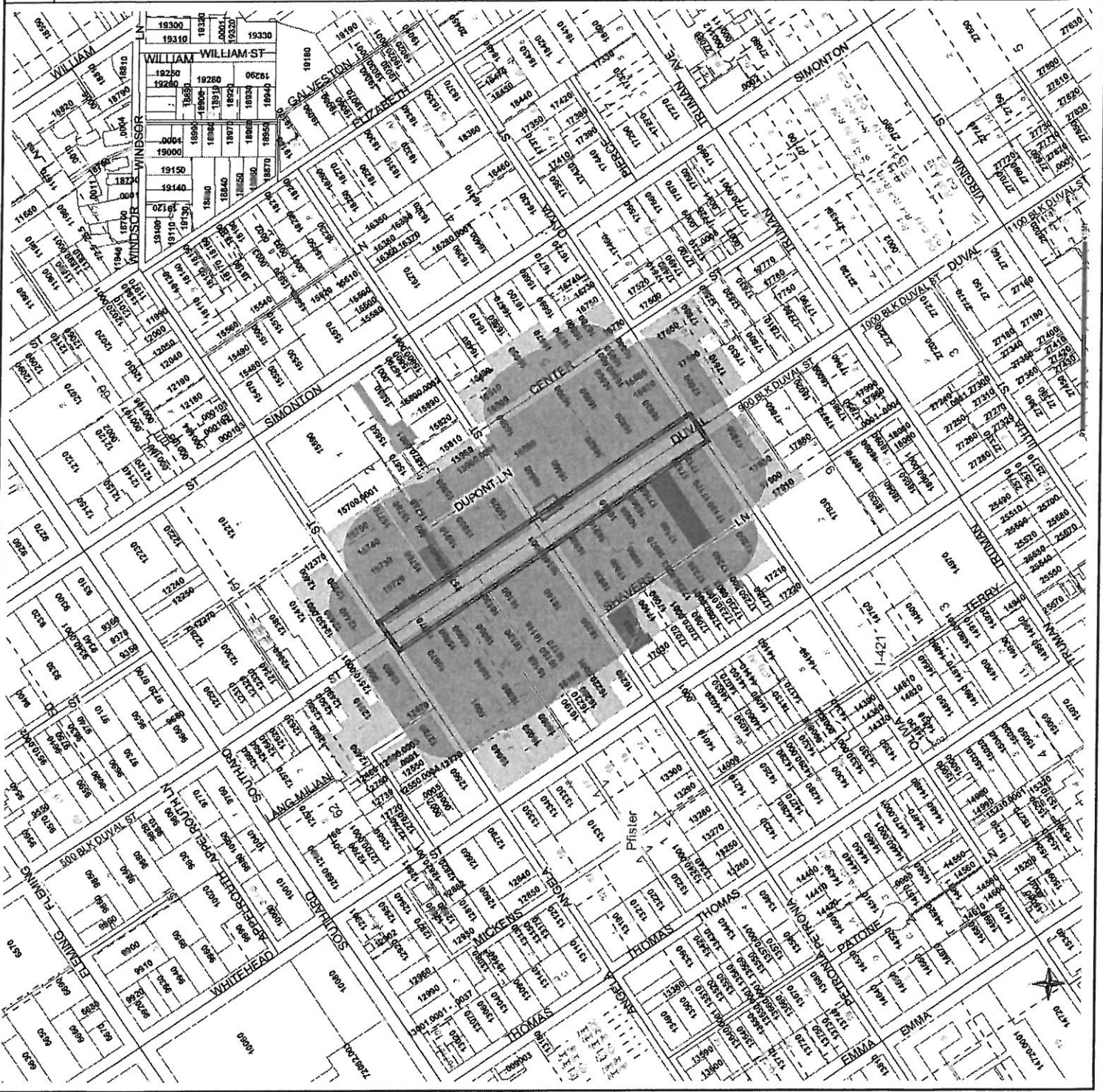
- Legend**
- Highlighted Feature
  - the Buffer
  - the Buffer Target
  - Real Estate Number
  - Parcel Lot Text
  - Block Text
  - Hooks/Leads
  - Lot Lines
  - Easements
  - Road Centerlines
  - Water Names
  - Parcels
  - Shoreline
  - Section Lines

PALMIS

Monroe County Property Appraiser  
500 Whitehead Street  
Key West, FL

**DISCLAIMER:** The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the data is intended for *ad valorem tax purposes* only and should not be relied on for any other purpose.

Date Created: July 1, 2010 1:44 PM





700 DUVAL ST LLC  
100 PARK ST  
TRAVERSE CITY, MI 49684

704 DUVAL ASSOCIATES INC  
1210 STIRLING RD  
DANIA, FL 33004

715 DUVAL ST REALTY LLC  
18 LORRAIN TER  
MARBLEHEAD, MA 01945

717 DUVAL ST LLC  
717 DUVAL ST  
KEY WEST, FL 33040

801 BOURBON INC  
1013 TRUMAN AVE  
KEY WEST, FL 33040

ALCOBER ELDA  
380 MOUNTAIN RD  
UNION CITY, NJ 07087

BACON ROBERT S JR  
P O BOX 423  
POINT CLEAR, AL 36564

BEAVER DENNIS A LIVING TRUST DTD  
6/6/03  
1207 WHITEHEAD ST  
KEY WEST, FL 33040

BITON YORAM AND COURTNEY  
3714 FLAGLER AVE  
KEY WEST, FL 33040

CBB OREO LLC  
1220 S STATE RD 7  
HOLLYWOOD, FL 33023

CLEMENS KAREN  
225-227 PETRONIA ST  
KEY WEST, FL 33040

DAVIDSON JUDITH H  
P O BOX 4210  
KEY WEST, FL 33041

DEEGAN MICHAEL  
729 OLIVIA ST  
KEY WEST, FL 33040

DILLY GROVE LIMITED PARTNERSHIP  
610 SOUTHARD ST  
KEY WEST, FL 33040

DION LAWRENCE R  
PO BOX 1209  
KEY WEST, FL 33041

DION RENTAL PROPERTIES LLC  
638 UNITED ST  
KEY WEST, FL 33040

GEORGIA/CAROLINA I & D LLC  
1215 VARELA ST  
KEY WEST, FL 33040

GOSSWEILER PATRICK  
816 DUVAL ST  
KEY WEST, FL 33040

JOSEPH J SCHROEDER LLC  
1013 TRUMAN AVE  
KEY WEST, FL 33040

KAMRADT RICHARD & GOLDSTEIN  
WALTER TRUSTEE  
815 DUVAL STREET  
KEY WEST, FL 33040

MANCUSI JOSEPH A  
514 NE 2ND PL  
DANIA, FL 33004

MENDOLA CHARLES AND BIQUETTE  
2601 S ROOSEVELT BLVD  
KEY WEST, FL 33040

OLD TOWN KEY WEST DEVELOPMENT  
LTD  
PO BOX 1237  
KEY WEST, FL 33040

ORTEGA EVELYN A LIV TR 10/30/2008  
1418 ROSE ST  
KEY WEST, FL 33040

PEREZ ROSA LEE DEC OF TRUST  
12/8/1997  
316 SOUTHARD ST  
KEY WEST, FL 33040

ROBINSON ALESSANDRA  
721 DUVAL ST  
KEY WEST, FL 33040

SCHROEDER JOSEPH J  
1202 THOMPSON ST  
KEY WEST, FL 33040

SEPULVEDA ZAIRA  
P O BOX 1614  
KEY WEST, FL 33041

WESCHLER KENNETH  
915 VON PHISTER ST  
KEY WEST, FL 33040

WHITE COMMUNICATIONS INC  
685 EAST LONG LAKE  
BLOOMFIELDS HILLS, MI 48304

WOLKOWSKY DAVID W LIVING TRUST  
P O BOX 1429  
KEY WEST, FL 33040

Event Name: Key West Business Guild Key West PRIDE

## 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

May 3rd

# Pride Fest June 11-12, 2011

## CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

Marie Katchik 3/31/2011  
SIGNATURE      DATE

CONDITIONS/RESTRICTIONS:

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

**PUBLIC WORKS**

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

\_\_\_\_\_  
SIGNATURE      DATE

**POLICE DEPARTMENT**

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

\_\_\_\_\_  
SIGNATURE      DATE

**FIRE DEPARTMENT**

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

\_\_\_\_\_  
SIGNATURE      DATE

**PORT**

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

\_\_\_\_\_  
SIGNATURE      DATE

**CODE COMPLIANCE**

Jingong 11 Apr 11  
SIGNATURE      DATE

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

**KEY WEST PROPERTY  
MANAGEMENT**

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

\_\_\_\_\_  
SIGNATURE      DATE

**PARKING DEPARTMENT**

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

\_\_\_\_\_  
SIGNATURE      DATE

May 3rd

# Pride Fest June 11 & 12, 2011

## CITY OF KEY WEST SPECIAL EVENTS - DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

Maria Ratchiff 3/31/2011  
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

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

**PUBLIC WORKS**

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

**POLICE DEPARTMENT**

Edwin Jimenez 4/14/11  
SIGNATURE DATE

- ① will need extra duty officers for parade & street closure
- ② will need noise exemption
- ③ will need ABST permits

**FIRE DEPARTMENT**

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

**PORT**

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

**CODE COMPLIANCE**

Jim Long 11 Apr 11  
SIGNATURE DATE

**KEY WEST PROPERTY  
MANAGEMENT**

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

**PARKING DEPARTMENT**

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

# Pride Fest June 11:12, 2011

## CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

*Marie Ketchiff* 3/31/2011  
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

SIGNATURE DATE

POLICE DEPARTMENT

SIGNATURE DATE

FIRE DEPARTMENT

*[Signature]*  
SIGNATURE DATE

*See Attached Letter.*

PORT

SIGNATURE DATE

CODE COMPLIANCE

*Jim Long* 11 Apr 11  
SIGNATURE DATE

KEY WEST PROPERTY  
MANAGEMENT

SIGNATURE DATE

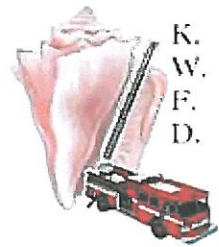
PARKING DEPARTMENT

*[Signature]*  
SIGNATURE DATE

*Parking meter Rates  
must be*

*Street closed / meter  
Rates Don't apply*

*May 3rd*



## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3933

To: Key West Business Guild

From: Division Chief/Fire Marshal Marcus del Valle

Date: 04/12/2011

Reference: Pride Fest Street Fair and Parade

The following conditions apply:

This office reviewed the special event application for Pride Fest Street Fair to be held at on June 11, 12, 2011.

The following conditions apply:

- Cooking and Generator use that takes place on city property needs to have a Life Safety Inspection.
- Attached are the vendor regulations for special events.
- The Duval Street closure needs to allow for emergency vehicle passage. (Stage cannot block Duval Street).
- Any float that has a generator needs to have a Life Safety Inspection.
- The Event is responsible for the cost of 1 Fire Inspector who will perform the Life Safety Inspection on event dates.
- **Event coordinator is responsible for scheduling the inspection with this office.**

If I can be of any further assistance please contact me.

***Marcus del Valle***, Fire Marshal

Key West Fire Department  
1600 N. Roosevelt Blvd.  
Key West, Florida 33040

KEY WEST FERRY



## Key West Fire Department

### Office of the Fire Marshal

Marcus del Valle , Fire Marshal  
Peter Malott, Capt. / Fire Inspector  
Danny Blanco, Lt. / Fire Inspector  
Alan Averette, Lt. / Fire Inspector

1600 N. Roosevelt Blvd.  
Key West, FL 33040  
Phone: (305) 292-8179  
Fax: (305) 293-8399

## Food Booth and Vendor Regulations

### Vendor Booth Construction and Location

1. Each vendor booth shall have at least one exit way, minimum 3 feet wide by 6' height (booth frame shall not intersect exit path).
2. A 60-inch clearance shall be maintained between the cooking surface and any combustible canopy.

### Butane or Propane equipment:

1. Shut-off valves must be provided at each fuel source.
2. Tanks must be protected from damage and secured in an upright position and must be located at least 5 feet apart from each other.
3. No storage of extra butane or propane tanks in booth.
4. Tanks not in use must be turned **OFF**.
5. Unused fuel cylinders shall be stored in a secured position. Unused cylinders must be located 50 feet away from all combustibles.

All compressed gas bottles, flammable or non-flammable shall be properly secured to prevent accidental tipping over.

### Electrical Power:

1. Generators shall be placed in locations approved by the Fire Marshal's Office for "special events" use.
2. Refueling of generators is prohibited during event hours. No extra fuel shall be stored during event hours.
3. During approved refueling times, no smoking or open flames are allowed within 25 feet.
4. Extension cords shall be of grounded type and approved for exterior use. Extension cords shall be placed so as not to create a hazard.

### Charcoal Cooking:

1. Charcoal cooking must be located in areas away from public access.



2. Charcoal cooking must be 10 feet away from combustible structures and parked vehicles.
3. Coals shall be disposed in metal containers

### **Deep Fat Frying/Flambé/Open Flame Cooking:**

1. Deep fat frying is defined as any cooking operation or process whereby the product floats or is submerged in hot oil during the cooking process.
2. The cook area must not be accessible by the general public.
3. Deep fat frying equipment must be equipped with a temperature regulating device.
4. Separation must be maintained with a minimum of 3 feet clearance between deep fat frying and flambé or open flame cooking.

### **Fire Extinguishers:**

1. Each cooking booth must be equipped with a fire extinguisher with a minimum rating of **3A:40B:C**. (dry chemical extinguisher)
2. For vendor booths, the maximum travel distance to a fire extinguisher with a minimum rating of **2A:10B:C** must not exceed 75 feet.
3. Fire extinguishers must be serviced annually and be tagged accordingly.
4. Each generator must be provided with a fire extinguisher with a minimum 40B:C rating. The extinguisher shall be located near the generator and accessible at all times.
5. Each cooking booth that is using deep fat fryers must have a **6 Liter Type K** (wet chemical fire extinguisher).

### **Miscellaneous:**

Fire Hydrants – Fire Hydrants must not be obstructed at any time for any reason.

Streets – Parking is limited, therefore, do not leave your vehicle parked where it will block the street in such a manner as to prevent other vehicles from passing.

*The above regulations are not inclusive of other general fire safety provisions that may be imposed upon inspection.*

*Any booth not in compliance will be immediately closed.*

### **Fire Safety Tips**

1. Know where the nearest fire extinguisher is located and how to use it.
2. **DO NOT** leave cooking operations unattended.
3. **DO NOT** wear loose fitting clothing while cooking.
4. Remove trash accumulation regularly.
5. Keep combustibles away from heat sources.
6. Do not spray lighter fluid on briquettes that have been previously ignited.
7. In case of emergency, **DIAL 9-1-1.**



KEY WEST FIRE DEPARTMENT  
FIRE MARSHAL'S OFFICE

Key West Pride STREET FAIR June 11, 2011

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)

Vendors to Provide 10x10 tents

Food Booths

- Food Booths - Total # approx 5
- Vendor Booths - Total # approx 45
- Total Number of Booths - approx 50

Parade

- Floats - Total # approx 50

104309

Pride Fest June 11-12, 2011

CITY OF KEY WEST SPECIAL EVENTS  
DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

Maria Ratchiff 3/31/2011  
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

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

PUBLIC WORKS

Robert G. ... 4-14-11  
SIGNATURE DATE

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

POLICE DEPARTMENT

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

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FIRE DEPARTMENT

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SIGNATURE DATE

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PORT

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SIGNATURE DATE

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

CODE COMPLIANCE

Jim Long 11 April  
SIGNATURE DATE

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

KEY WEST PROPERTY  
MANAGEMENT

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

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

PARKING DEPARTMENT

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

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



Maria Ratcliff &lt;mratclif@keywestcity.com&gt;

## Events

3 messages

**Maria Ratcliff** <mratclif@keywestcity.com>

Thu, Apr 14, 2011 at 4:16 PM

To: Richard Sarver &lt;rsarver@keywestcity.com&gt;, Steve Torrence &lt;storrenc@keywestcity.com&gt;, Jim Fitton &lt;jfitton@keywestcity.com&gt;

Gentleman,

The events are in the Shared Drive unders Special events with Approval Sheet. I guess my files are getting to big. Sorry about that. Thanks

--

*Maria Ratcliff*  
*Executive Administrator to City Manager*  
*and Special Events Coordinator*  
*PH (305) 809-3881*  
*Fax (305) 809-3886*

**Jim Fitton** <jfitton@keywestcity.com>

Thu, Apr 14, 2011 at 4:30 PM

To: Maria Ratcliff &lt;mratclif@keywestcity.com&gt;

Transit will make adjustments to compensate fort the street closures. Does this suffice for approval since I can't scan or fax yet

Jim Fitton  
Port and Transit Director  
City of Key West  
(305) 809-3795 office  
(305) 725-6446 cell

**From:** Maria Ratcliff**Sent:** Thursday, April 14, 2011 4:16 PM**To:** Richard Sarver; Steve Torrence; Jim Fitton**Subject:** Events

[Quoted text hidden]

**Maria Ratcliff** <mratclif@keywestcity.com>

Thu, Apr 14, 2011 at 4:33 PM

To: Jim Fitton &lt;jfitton@keywestcity.com&gt;

yes. thanks

[Quoted text hidden]



## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3888

### SPECIAL EVENT (Exemption from Noise Ordinance)

#### STREET CLOSURE APPLICATIONS

The following applications for Special Events/Street closures will be considered at the city commission meeting of May 3, 2011 , 6:00 p.m. Old City Hall

A copy of each application is on file at the City Clerks Office for public inspection.

American Cancer Society  
Fundraiser  
Cinco De Mayo  
400 Block of Duval Street  
Noise Exemption & Alcohol Extension  
Thursday, May 5, 2011  
6:00 p.m. to 10:00 p.m.  
Contact Renee Gilbert 305 797-0746

Sister Season Fund Inc.  
Survivors Party at the  
Southernmost Beach at 1405 Duval Street  
Monday, May 30, 2011  
4:00 p.m. to 8:00 p.m.  
Contact: Ginger King 305 849-0991

Key West Business Guild  
Pridefest 2011  
June 11 & 12, 2011  
Street Fair  
700 & 800 Block of Duval Street  
June 11, 2011  
12:00 noon to 7:00 p.m.  
Pridefest Parade  
Sunday, June 12, 2011  
5:00 p.m. to 7:00 p.m.  
Starting at the Truman Annex going left on Whitehead  
And right on Duval and  
Ending at 1100 Block of Duval Street  
Contact: Rebecca Tomlinson 305 294-4603