

# CITY OF KEY WEST

## APPLICATION FOR A SPECIAL EVENT PERMIT

Name of Applicant(s) FREDY VARELA  
 Address of Applicant(s) 2926 FLAGLER AVE  
 Phone Number of Applicant(s) and emergency number 305-745-4718

Name of Non-Profit(s) 551 TEEN CLUB REUNION INC.  
 Address of Non-Profit(s) 2926 FLAGLER AVE  
 Phone Number of Non-Profit(s) 305-745-4718

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving \_\_\_\_\_

Date(s) of Event AUG 10<sup>TH</sup> 2018

Hours of Operation 6 PM to 11 PM

Estimated/anticipated number of persons per day 1000

Location of Event BAY VIEW PARK

Street Closed NO

Detailed Description of Event: REUNION of Teen Club member from the 50's 60's + 70's

List of Businesses that will participate in Alcohol Exemption: \_\_\_\_\_

Noise exemption required: Yes  No

Alcoholic beverages sold/served at event: Yes  No

**Recycle Deposit \$1000.00** Yes  No


Cooking oil recycled Yes  No

Recycled containers Yes  No

Accounting of items recycled \_\_\_\_\_

\* Measures

The applicant does ac knowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge. The applicant(s)/permitee agrees to assume full responsibility and liability for and indemnify, 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.

  
\_\_\_\_\_  
Applicant(s) Signature

1-15-18  
Date

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

**\$50.00**

Date 1/15/18

Applicant Name FREDY VANERZA  
Applicant Address 2926 Flagler Ave.  
Applicant Phone Number 305-745-4718  
Event Name 551 TEEN Club Reunion  
Event Address/Location 1490 Truman Ave. ~~Aug 10<sup>th</sup> 2018~~ - Bay View Park  
Date of Event Aug 10<sup>th</sup> 2018  
Nature of Event Reunion of Teen Club members

Profit  Non Profit

Time(s) Request for Exemption 6 PM to 11 PM

Number of Exemptions at this location this calendar year 1

Date of last exemption Aug 2016

Date: 4/16/2018 2:18:06 PM  
Receipt Number: 36149  
Amount: \$50.00  
FOR DEPOSIT ONLY  
ACCOUNT 0100903096  
Receipt Number: 36149  
SPECIAL EVENTS PAYMENTS - SS  
Originator Receipt Number:  
0  
Originator Payment Date:  
Payment Type:  
ALL CASH RECEIPTS  
Transaction Amount:  
\$50.00  
Additional Comments: 551 TEEN CLUB, NOISE  
EXEMPTION

\$50.00

ORDINANCE NO. 02-09

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 provisions 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 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 (1½%) 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.

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

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 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) 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 which 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 therefore 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 16<sup>th</sup> day of October, 2002.

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

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

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

Filed with the Clerk November 21, 2002.

Sponsor's Signature 


# 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. The Permittee will be required to maintain the following types and amounts of insurance during the Special Event. All insurance coverages must be provided by insurance companies authorized to transact business within the State of Florida and must maintain an A.M. Best rating of A- or better.

Commercial General Liability with minimum limits of \$1,000,000  
Business Automobile Liability with minimum limits of 1,000,000  
Statutory Worker's Compensation Coverage  
Employers Liability with minimum limits of \$1,000,000 injury by Accident  
\$1,000,000 injury by Disease  
Policy Limits and \$1,000,000 injury by Disease – Each Employeee

If Alcohol beverages will be sold at the event or if the event's attendees will be required to pay an admittance fee and alcoholic beverages will be served, the Permittee will be required to maintain Full Liquor Liability coverage with minimum limits to \$1,000,000. Host Liquor Liability coverage will not be acceptable. If the Permittee will use the services of a caterer and the caterer will be providing and servicing the alcoholic beverages, the City will honor evidence from the caterer that this requirement is being met.

The City of Key West shall be named as an "Additional Insured" on the Permittees' Commercial General Liability policy.

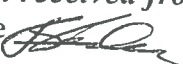
Sponsor's Signature 

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 

9. All applications are subject to approval at the discretion of the City Manager and/or City Commission.

Sponsor's Signature 

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 

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 

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 

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 

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 

15. Where a person has not applied for a special event permit and an event at its 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 

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



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



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





THE CITY OF KEY WEST  
City of Key West, Florida

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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.

A handwritten signature in black ink, appearing to be "J. L. ...", is written over a horizontal line.

## Complete Checklist for Event Recycling City of Key West

- Identify contact person at the festival responsible for working with recycling.  
Name of person: F. VARELA Phone number: 305-745-4718
- 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: \_\_\_\_\_
- 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*

Date: 4/16/2018 2:21:23 PM  
Receipt Number: 36150  
Amount: \$1,000.00

FOR DEPOSIT ONLY  
ACCOUNT 0100903096  
Received Date: 4/16/2018 2:21:23 PM  
Fee Code Version:  
UNUSUAL PAYMENTS - ZZ  
Originator Receipt Number:  
0  
Originator Payment Date:

Payment Type:  
ALL CASH RECEIPTS  
Transaction Amount:  
\$1,000.00  
Additional Comments: 551 TEEN CLUB, RECEYC  
LING

551 TEEN CLUB OF KEY WEST INC  
2826 FLAGLER AVE  
KEY WEST FL 33040-4004

1046  
63-27/631 FL  
24184

DATE 4/13/18

PAY TO THE ORDER OF City of Key West

\$ 1000.00

DOLLARS

*One thousand 00/100*



ACH R/T 063100277

FOR *Payable deposit*

\$1,000.00



Security Features on Back

551 Teen Club of Key West, Inc.  
 Financial Report  
 August 12<sup>th</sup>, 21016

Income:

|                     |                       |                |
|---------------------|-----------------------|----------------|
| Beer Sales:         | 528 bottles * \$3.00  | 1,584          |
| Wine Sales:         | 85 glasses * \$5.00   | 425            |
| Food Sales:         | 350 tickets * \$15.00 | 5,250          |
| <b>TOTAL SALES:</b> |                       | <u>\$7,259</u> |

Expenses:

|  |                   |
|--|-------------------|
| Key West High School Scholarship Fund: | \$2,000           |
| Bands                                  | 2000              |
| Food Cost                              | 2450              |
| Beer & Wine                            | 810               |
| <b>Total Expenses</b>                  | <u>\$7,260.00</u> |



# THE CITY OF KEY WEST

Parking Division

1300 White Street

Key West, FL 33040

## Parking Requests or Special Events

Please indicate the Special Event Parking requests below:

N/A

Mallory Square Rates: \$4.00 per hour or \$32.00 per day per space

Key West Bight Rates: \$3.50 per hour or \$20.00 per day per space

On-Street Meter Rates: \$3.00 per hour or \$20.00 per day per space.

Modification of rates can only be approved by Commission.

If you have any questions, please contact John Wilkins, Parking Director at (305) 809-3855 or email [jwilkins@cityofkeywest-fl.gov](mailto:jwilkins@cityofkeywest-fl.gov)





[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

## Detail by Entity Name

Florida Not For Profit Corporation  
551 TEEN CLUB OF KEY WEST INC.

### Filing Information

**Document Number** N11000008225  
**FEI/EIN Number** 45-3151840  
**Date Filed** 08/30/2011  
**State** FL  
**Status** ACTIVE  
**Last Event** REINSTATEMENT  
**Event Date Filed** 04/16/2018

### Principal Address

2926 FLAGLER AVE  
KEY WEST, FL 33040

### Mailing Address

2926 FLAGLER AVE  
KEY WEST, FL 33040

### Registered Agent Name & Address

Varela, Fredy  
2926 FLAGLER AVE  
KEY WEST, FL 33040

Name Changed: 04/16/2018

### Officer/Director Detail

#### **Name & Address**

Title DIR

VARELA, FREDY  
2926 FLAGLER AVE  
KEY WEST, FL 33040

Title DIR

CEJAS, WILLIE  
6386 S.W. 9TH ST  
MIAMI, FL 33144

Title DIR

WARDLOW, KENNY  
 3142 NORTHSIDE DR SUITE 201  
 KEY WEST, FL 33040

**Annual Reports**

| Report Year | Filed Date |
|-------------|------------|
| 2016        | 03/04/2016 |
| 2017        | 04/16/2018 |
| 2018        | 04/16/2018 |

**Document Images**

|   |  |
|---|--|
| <a href="#">04/16/2018 -- REINSTATEMENT</a>       | <a href="#">View image in PDF format</a> |
| <a href="#">03/04/2016 -- ANNUAL REPORT</a>       | <a href="#">View image in PDF format</a> |
| <a href="#">01/24/2015 -- ANNUAL REPORT</a>       | <a href="#">View image in PDF format</a> |
| <a href="#">03/02/2014 -- ANNUAL REPORT</a>       | <a href="#">View image in PDF format</a> |
| <a href="#">04/13/2013 -- ANNUAL REPORT</a>       | <a href="#">View image in PDF format</a> |
| <a href="#">04/26/2012 -- ANNUAL REPORT</a>       | <a href="#">View image in PDF format</a> |
| <a href="#">03/30/2011 -- Domestic Non-Profit</a> | <a href="#">View image in PDF format</a> |

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## THE CITY OF KEY WEST

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

**RELEASE AND INDEMNIFICATION**  
**551 Teen Club Reunion, Inc.**  
**Bayview Park**  
**August 10, 2018**

I **Fredy Varela** being authorized to act on behalf of and legally bind **551 Teen Club Reunion, 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.

Maria Ratush

Signature of Witness

Maria Ratush

Print Name

4/13/18

Date

Fredy Varela

Signature of Applicant

FREDY VARELA

Print Name

4/13/18

Date



KEY WEST FIRE DEPARTMENT  
FIRE MARSHAL'S OFFICE

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

No Cooking

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 # \_\_\_\_\_

Rest Rooms

Basketball Court

Recycle Bin

Garbage

Restrooms City

Tennis Courts

Vendor Tables

Vendor tables

Vendor tables

Vendors

Recycle Bin

Garbage

Large Tent

XXXXXXXXX Chairs  
XXXXXXXXX and/or  
XXXXXXXXX bleachers  
XXXXXXXXXX for viewing

Dance Floor

Stage

Large Tent

Garbage

Recycle Bin

Vendors

Vendors

Truman avenue

1401 TRUMAN MINREALTY LLC  
522 US HIGHWAY 9 PMB 196  
ENGLISHTOWN, NJ 07726

1419 TRUMAN AVE LLC  
7700 GRIFFIN POND CT  
SPRINGFIELD, VA 22153

1511 TRUMAN LLC  
910 WATSON ST  
KEY WEST, FL 33040

AULL MELISSA  
1411 Truman AVE  
Key West, FL 33040

BEAVERS CARIDAD G  
1022 Georgia ST  
Key West, FL 33040

BOARD OF COUNTY COMMISSIONERS  
500 WHITEHEAD ST STE 900000  
KEY WEST, FL 33040

BRAINERD SCOTT A  
1941 N MOHAWK ST  
CHICAGO, IL 60614

BROWN JOHN E  
BROWN GRETCHEN A H/W  
1430 Virginia ST  
Key West, FL 33040

CACERES CHRISTIAN C  
BREWER BRADLEY D H/H  
1311 Truman AVE  
Key West, FL 33040

CITY OF KEY WEST  
PO BOX 1409  
KEY WEST, FL 33041

CITY OF KEY WEST  
PO BOX 1409  
KEY WEST, FL 33041

CZARKOWSKI ALAN G  
PO BOX 1397  
DECATUR, GA 30031

DOE BRIAN D  
DOE JULIE C H/W  
1316 Virginia ST  
Key West, FL 33040

DOERR LARRY E  
DOERR PATRICIA J H/W  
1402 Virginia ST  
Key West, FL 33040

DOOLEY KENNETH L LIVING TRUST 6/18  
1410 ALBURY ST  
KEY WEST, FL 33040

EMERALD DREAMS LLC  
11971 CHAMPIONS GREEN WAY APT 507  
FORT MYERS, FL 33913

FERNANDEZ ADRIANA M  
1750 NW 107TH AVE UNIT WS500  
DORAL, FL 33172

FEUER JEFFREY M  
MYERS LAUREN E H/W  
1409 Truman AVE  
Key West, FL 33040

GARCIA MIRITA  
5750 CAMINO DEL SOL APT 201  
BOCA RATON, FL 33433

GARRISON BIGHT INVESTORS LLC  
18 ALLAMANDA TER  
KEY WEST, FL 33040

GIFFORD MARVIN A  
1411 Truman AVE  
Key West, FL 33040

GILLETTE WILLIAM R  
1415 Truman AVE  
Key West, FL 33040

GONZALEZ SYLVIA I  
1020 Georgia ST  
Key West, FL 33040

GROOMS BASCOM L IV AND BETH A  
1716 N ROOSEVELT BLVD  
KEY WEST, FL 33040

HAVENSTRITE FAMILY TRUST 1/3/2007  
5303 WALNUT LN  
COLLEYVILLE, TX 76034

HAVENSTRITE FAMILY TRUST 1/3/2007  
5303 WALNUT LN  
COLLEYVILLE, TX 76034

KENYON THOMAS W  
219 W Wood ST  
Palatine, IL 60067

KOZAK MILAN  
KOZAK DOMINIKA H/W  
2006 Roosevelt DR  
Key West, FL 33040

LECLAIR RAYMOND ARTHUR ESTATE  
1312 Virginia ST  
Key West, FL 33040

MARGALLI JIULIO FRANK  
HIGGINS AMY H/W  
1306 Virginia ST  
Key West, FL 33040

MONROE COUNTY  
500 WHITEHEAD ST  
KEY WEST, FL 33040

RUSSELL CONSUELO L/E  
1310 Virginia ST  
Key West, FL 33040

SCHONECK RAY ALLEN JR  
4 AZALEA DR  
KEY WEST, FL 33040

SCHOOL DISTRICT OF MONROE COUNTY  
242 WHITE ST  
KEY WEST, FL 33040

SCHOOL DISTRICT OF MONROE COUNTY  
242 WHITE ST  
KEY WEST, FL 33040

THE SCHOOL BOARD OF MONROE COL  
241 TRUMBO RD  
KEY WEST, FL 33040

TRAHAN MATTHEW  
TRAHAN KIRBY H/W  
1307 Truman AVE  
Key West, FL 33040

TREVOR BENJAMIN D QPRT 09/28/2007  
199 N LAFAYETTE ST  
DENVER, CO 80218

TRUMAN AVENUE MINREALTY LLC  
20 MOLLY PITCHER DR  
MANALAPAN, NJ 07726

TRUMAN AVENUE MINREALTY LLC  
20 MOLLY PITCHER DR  
MANALAPAN, NJ 07726

WASHBURN ROGER B  
WASHBURN JANE H/W  
1300 Virginia ST  
Key West, FL 33040

WESLEY HOUSE COMMUNITY CENTER  
1304 TRUMAN AVE  
KEY WEST, FL 33040

WESLEY HOUSE COMMUNITY CENTER I  
1304 TRUMAN AVE  
KEY WEST, FL 33040

WIEMER MONICA Y SPECIAL TRUST  
WIEMER MONICA  
809 Truman AVE  
Key West, FL 33040

WISCHERTH STEPHAN  
1411 ELIZA ST  
KEY WEST, FL 33040

WOLKOWSKY DAVID W LIVING TRUST 7/  
PO BOX 1429  
KEY WEST, FL 33041

Event Name: 551 Teen Club Reunion Inc.

### Special Event Checklist

Everything must be checked off before submitting the special event application

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



# 551 Teen Club reunion August 10, 2018

## CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

**EVENT (INITIAL SIGNOFF):**

**CONDITIONS/RESTRUCTIONS**

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

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

PUBLIC WORKS

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

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

POLICE

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

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

FIRE DEPARTMENT

SEE ATTACHED MEMO

Alan Averette                      4/25/2018

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

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

PORT/KEY WEST DOT

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

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

CODE COMPLIANCE

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

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

KEY WEST PROPERTY  
MANAGEMENT

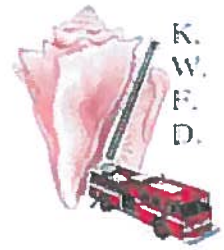
\_\_\_\_\_  
SIGNATURE                      DATE

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

PARKING DEPARTMENT

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

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



## THE CITY OF KEY WEST

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

To: Freddy Varela

From: Division Chief/Fire Marshal Alan Averette

Date: 4/25/2018

Reference: 551 Teen Club reunion August 10, 2018

This office reviewed the special event application for the 551 Teen Club reunion be held at Bay View Park on August 10, 2018.

Based on the application the following conditions apply:

There are no concerns at this time.

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

*Alan Averette*, Fire Marshal/Division Chief

Key West Fire Department  
1600 N. Roosevelt Boulevard  
Key West, Florida 33040  
305-809-3931 Office  
aaverett@cityofkeywest-fl.gov

3266 LSSM 132



CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT  
APPROVALS

EVENT: 551 Teen Club  
DATES: August 10, 2018

DEPARTMENTS

COMMENTS

| EVENTS (INITIAL SIGNOFF) | SIGNATURE           | DATE             | COMMENTS |
|--------------------------|---------------------|------------------|----------|
| COMMUNITY SERVICES       | <i>Mania Lakuff</i> |                  |          |
| POLICE DEPARTMENT        |                     |                  |          |
| FIRE DEPARTMENT          |                     |                  |          |
| KWDO1                    |                     |                  |          |
| PORT AND MARINE SERVICES |                     |                  |          |
| CODE COMPLIANCE          | <i>Ji Yong</i>      | <u>25 Apr 18</u> |          |
| ENGINEERING              |                     |                  |          |
| UTILITIES                |                     |                  |          |

SPECIAL EVENT PERMIT HAS BEEN APPROVED  DENIED

# CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT: 551 Teen Club  
 DATES: August 10, 2018

## DEPARTMENTS

## COMMENTS

EVENTS (INITIAL SIGNOFF)

*Maria Latorre*

SIGNATURE

DATE

COMMUNITY SERVICES

SIGNATURE

DATE

POLICE DEPARTMENT

Steve Torrence 4/30/18

SIGNATURE

DATE

requires ABT Permit  
requires extra duty officer

FIRE DEPARTMENT

SIGNATURE

DATE

KWD07

SIGNATURE

DATE

PORT AND MARINE SERVICES

SIGNATURE

DATE

CODE COMPLIANCE

SIGNATURE

DATE

ENGINEERING

SIGNATURE

DATE

UTILITIES

SIGNATURE

DATE

SPECIAL EVENT PERMIT HAS BEEN  APPROVED  DENIED



CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT: 551 Teen Club
DATES: August 10, 2018

DEPARTMENTS COMMENTS

Table with 2 columns: DEPARTMENTS and COMMENTS. Rows include: EVENTS (INITIAL SIGNOFF) with signature 'Mama Latush', COMMUNITY SERVICES, POLICE DEPARTMENT, FIRE DEPARTMENT, KWDOT (comment: No Impacts), PORT AND MARINE SERVICES (comment: No Impacts), CODE COMPLIANCE, ENGINEERING, UTILITIES.

SPECIAL EVENT PERMIT HAS BEEN APPROVED DENIED