

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

Name of Applicant(s) OhWook Productions, LLC DBA: Music Fest Key West

Address of Applicant(s) 10308 S. Rockwell Ave OKC, OK 73169

Phone Number of Applicant(s) (405)473-5870 Fax: (405) 745-3021 Email okcbeerman@gmail.com

Name of Non-Profit(s) Bahama Village Music Program & Michelle Halperin Foundation

Address of Non-Profit(s) (103 Olivia St) (209 Duval Street, Floor 2)

Phone Number of Non-Profit(s) (205) 504-7664 (305) 296-5667

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving 25%

Date/Dates of Event Feb 7-10, 2018 (set up 5-7)

Hours of Operation 3-1AM

Estimated/anticipated number of persons per day 4000

Location of Event AMP, 5 Duval Street theaters, bars 21 Duval Road

Street Closed NO

Detailed description of event Country Music & Americana/Folk

Country Music & Americana/Folk

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.

Timothy L Cable

2/10/2017

Applicants Signature

Date

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

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

**\$50.00**

Date 2/10/2017

Applicant Name OhWook! Productions  
Applicant Address 10308 S. Rockwell Ave OKC, OK 73169  
Applicant Phone Number (405) 473 - 5870  
Event Name Music Fest Key West  
Event Address/Location Ampitheater  
Date of Event Feb 7-10, 2018  
Nature of Event 3 day country Music Concert

Profit  Non Profit

Time(s) Request for Exemption 3pm - 1am Daily

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

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

✓ # 1002

Kyle Carter  
405-513-1055

## 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 JAL
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 JAL
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 JAL
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 JAL
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 JAL

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

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 TAL

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 TAL.

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 TAL.

## Complete Checklist for Event Recycling City of Key West

- Identify contact person at the festival responsible for working with recycling.  
Name of person: Tim Cable Phone number: (405) 473-5870
- Identify the recyclable commodities that will be used by the public and behind-the-scenes.  
Aluminum X Glass \_\_\_\_\_ #1 Plastic X #2 Plastic \_\_\_\_\_ Steel \_\_\_\_\_  
Corrugated Cardboard X 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: Contracted with waste management
- Capacity of containers on grounds: Contracted with Waste Management  
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: Contracted with 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: Contracted with 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 must be submitted prior to the event.
- Security deposit returned: \_\_\_\_\_

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



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-4009 (305) 809-3878

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.

Timothy L Cable



1001

**OHWOOK! PRODUCTIONS, INC.**

10308 S. ROCKWELL AVE  
OKLAHOMA CITY, OK 73169

OHWOOK! PRODUCTIONS, INC.

39-269/1030

DATE 09/27/17

PAY TO THE ORDER OF City of Key West

\$ 1,000.00

ONE THOUSAND & 00/100

DOLLARS



*John M. Carter*

FOR RECYCLING PAPER / MUSIC FEST Key West 18'

Date: 7/12/2017 1:38:22 PM  
Receipt Number: 29273  
Amount: \$1,000.00

FOR DEPOSIT ONLY  
ACCOUNT 0100903096  
Tender Details:  
Tender Type: CK  
Tender Amount: \$1,000.00

Receipt Header:

Cashier Id: KEYWEST1\woods  
Receipt Date: 7/12/2017 1:38:22 PM  
Receipt Number: 29273

Receipt Details:

Reference ID:  
37643  
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: Ohwook Production

\$1,000.00

OFFICE OF THE SECRETARY OF STATE



**CERTIFICATE OF INCORPORATION**

*WHEREAS, the Certificate of Incorporation of*

**OHWOOK! PRODUCTIONS, INC.**

*has been filed in the office of the Secretary of State as provided by the laws of the State of Oklahoma.*

*NOW THEREFORE, I, the undersigned, Secretary of State of the State of Oklahoma, by virtue of the powers vested in me by law, do hereby issue this certificate evidencing such filing.*

*IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the Great Seal of the State of Oklahoma.*



*Filed in the city of Oklahoma City this  
26th day of January, 2017.*

*Secretary of State*

**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: 1/29/2018 TO 1/31/2018

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

TRUMAN WATERFRONT PROPERTY

4 PURPOSE OF LICENSE

3 day music festival

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)

Music Fest Key West

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

Tim Cable 10308 S. Rockwell Ave OKC, OK (405) 473-5870

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)
5,000.00	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)
5,000.00			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)

a. TYPE	MINIMUM AMOUNT	c. TYPE	MINIMUM AMOUNT
b. 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			

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

*TRC*

- i. 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.
- j. 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.
- k. 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.
- l. 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.
- m. 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.
- n. 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.
- o. 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.

Initials of Applicant

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### 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.

Initials of Applicant

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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.



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

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Please Check All That Apply To This Event

Cooking

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

Electrical Power

- Generator
- 110 AC with Extension Cords
- DC Power

Road Closure

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

Tents (More Than 200 SqFt.)

- Flame Resistance Certificate (12) @ 10x10 - merch vendors
- Size, Type, Location of Tent(s)

Food Booths

- Food Booths – Total # 6 - self contained
- Vendor Booths – Total # 12
- Total Number of Booths - 18

Parade

- Floats – Total # N/A



**THE CITY OF KEY WEST**

**Parking Division**

P O Box 1409, Key West, FL 33040

**Parking Requests for Special Events**

Please describe any Special Event Parking requests below:

NA

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

Key West Bight Rates: \$2.00 per hour or \$16.25 per day per space

On-Street Meter Rates: \$1.50 per hour or \$20.00 per day per space.

Vendors and Event Organizers must pay for metered parking used outside of Event Zone.

Modification of rates or parking waivers can only be approved by City Commission.

If you have any questions, please contact John Wilkins, Parking Manager at (305) 809-3855 or email [jwilkins@keywestcity.com](mailto:jwilkins@keywestcity.com)



Event Name: Music Fest Key West 2018

**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)	N/A
✗	Insurance naming the City as additional insured	In Process
✓	Financial of previous event (If applicable)	N/A
✗	Release & Idemnification Form	
✓	Site Map ( where barricades, stages, etc are to go)	Truman Waterfront Park
	Letter from non profit that states they will be receiving the funds	

✗  
✗

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT  
APPROVALS

EVENT: Outdoor Productions Country Music  
DATES: Feb 7-10, 2011

DEPARTMENTS

COMMENTS

EVENTS (INITIAL SIGNOFF)

Y. Maria Ralston 7/10/17

SIGNATURE

DATE

COMMUNITY SERVICES

SIGNATURE

DATE

POLICE DEPARTMENT

SIGNATURE

DATE

FIRE DEPARTMENT

SIGNATURE

DATE

KWDOT

Rogelio Samadiz/K.S. 7-12-17

SIGNATURE

DATE

No Impact

PORT AND MARINE SERVICES

SIGNATURE

DATE

CODE COMPLIANCE

SIGNATURE

DATE

ENGINEERING

SIGNATURE

DATE

UTILITIES

SIGNATURE

DATE

SPECIAL EVENT PERMIT HAS BEEN  APPROVED  DENIED

## Maria Ratcliff

---

**From:** James Bouquet  
**Sent:** Wednesday, July 12, 2017 10:35 AM  
**To:** Maria Ratcliff  
**Cc:** Gary Volenec  
**Subject:** RE: Ohwook Productions - Country Music Feb 7-10, 2017

Ok with Engineering. Construction will be ongoing in the park area north of the boat ramp and the new Navy Entry Control Point, but should not affect the Amphitheater.

Jim

**From:** Maria Ratcliff  
**Sent:** Wednesday, July 12, 2017 10:23 AM  
**To:** Richard Sarver <rsarver@cityofkeywest-fl.gov>; Marcus A. Davila <madavila@cityofkeywest-fl.gov>; Michael J. Turner <mturner@cityofkeywest-fl.gov>; Steve Torrence <storrence@cityofkeywest-fl.gov>; Donald Lee <dlee@cityofkeywest-fl.gov>; Rod Delostrinos <rdelostrinos@cityofkeywest-fl.gov>; Rogelio Hernandez <rhernandez@cityofkeywest-fl.gov>; Regina Scott <rscott@cityofkeywest-fl.gov>; Doug Bradshaw <dbradshaw@cityofkeywest-fl.gov>; Jim J. Young <jjyoung@cityofkeywest-fl.gov>; James Bouquet <jbouquet@cityofkeywest-fl.gov>  
**Subject:** Ohwook Productions - Country Music Feb 7-10, 2017

Maria Ratcliff  
Executive Administrator to the City Manager &  
Special Events Coordinator  
City of Key West  
1300 White Street  
Key West, Florida 33040  
Phone: 305 809-3881  
Fax: 305 809-3886



**CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT  
APPROVALS**

**EVENT:** OHWOOK Productions - Country Music  
**DATES:** Feb 7-10, 2017

<u>DEPARTMENTS</u>	<u>COMMENTS</u>
<b>EVENTS (INITIAL SIGNOFF)</b> <u>Maria Rakuff</u> <u>7/10/17</u> SIGNATURE                      DATE	
<b>COMMUNITY SERVICES</b> SIGNATURE                      DATE	
<b>POLICE DEPARTMENT</b> SIGNATURE                      DATE	
<b>FIRE DEPARTMENT</b> SIGNATURE                      DATE	
<b>KWDOT</b> SIGNATURE                      DATE	
<b>PORT AND MARINE SERVICES</b> SIGNATURE                      DATE	
<b>CODE COMPLIANCE</b> <u>Ji Gong</u> <u>12 Jul 17</u> SIGNATURE                      DATE	
<b>ENGINEERING</b> SIGNATURE                      DATE	
<b>UTILITIES</b> SIGNATURE                      DATE	

SPECIAL EVENT PERMIT HAS BEEN \_\_\_ APPROVED \_\_\_ DENIED



**CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT  
APPROVALS**

EVENT: <u>OHWOOD Productions Country Music</u>
DATES: <u>Feb 7-10, 2017</u>

EVENTS (INITIAL SIGNOFF)	DEPARTMENTS	COMMENTS
<u>Maria Rakust</u> <u>7/10/17</u> SIGNATURE                      DATE		
<u>[Signature]</u> SIGNATURE                      DATE	COMMUNITY SERVICES	
<u>[Signature]</u> SIGNATURE                      DATE	POLICE DEPARTMENT	
<u>[Signature]</u> SIGNATURE                      DATE	FIRE DEPARTMENT	
<u>[Signature]</u> SIGNATURE                      DATE	KWDOT	
<u>[Signature]</u> SIGNATURE                      DATE	PORT AND MARINE SERVICES	
<u>[Signature]</u> SIGNATURE                      DATE	CODE COMPLIANCE	
<u>[Signature]</u> SIGNATURE                      DATE	ENGINEERING	
<u>[Signature]</u> SIGNATURE                      DATE	UTILITIES	

SPECIAL EVENT PERMIT HAS BEEN      APPROVED      DENIED

**Maria Ratcliff**

---

**To:** sterling (TAMPOA)  
**Subject:** Amphitheatre Concert on Feb 8-10

*Good morning Mr. Sterling,*

*Wanted to let you know that there is an event going in front of the Commission on August 1<sup>st</sup> that will be held at the Truman Waterfront Amphitheatre. This event is a 3 day country music concert (Feb 8-10, 2018). Although the Amphitheatre does not fall under the Noise Exemption because it is well over 100 ft radius of any homes, we still wanted to let you know. If you have any questions, please do not hesitate to contact the City Manager's Office. Have a wonderful day.*

Maria Ratcliff  
Executive Administrator to the City Manager &  
Special Events Coordinator  
City of Key West  
1300 White Street  
Key West, Florida 33040  
Phone: 305 809-3881  
Fax: 305 809-3886

2018 FEB 08 PM 05:25



**BERMELLO AJAMIL  
& PARTNERS INC**

Architecture • Engineering • Planning  
Interior Design • Landscape Architecture  
2601 South Bayshore Drive  
Suite 1000  
Miami, Florida 33133  
Phone: 305-259-2050  
Fax: 305-885-3700

PREPARED FOR OWNER  
CITY OF KEY WEST, FL  
P. O. BOX 1409  
3140 FLAGLER AVENUE  
KEY WEST, FL 33041



PROJECT NAME

**TRUMAN  
WATERFRONT  
PARK  
AMPHITHEATER**

PROJECT LOCATION/ADDRESS

TRUMAN WATERFRONT PARK  
WEST OF FORT STREET AND THE  
TRUMAN ANNEX DEVELOPMENT,  
NORTH OF KEY WEST NAVAL BASE

SUB-CONSULTANT INFORMATION

PROFESSIONAL SEAL

SUBMITTAL DESCRIPTION / MILESTONE

**BID SET  
October 21, 2016**

REVISIONS

NO.	DATE	DESCRIPTION

CRAWLING SHEET INFORMATION

BA PROJECT NO 15086  
SCALE 1/8" = 1'-0"  
DATE

DRAWING TITLE

**AMPHITHEATER  
ELEVATIONS AND  
SECTIONS**

SHEET NO

**A102**

10/24/2016 4:47:23 PM

ALUCOBOND PANELS (M1  
FINISH) OVER METAL  
FRAMING

PAINTED METAL "RINGS" TO  
ATTACH EQUIPMENT (IP-1)  
PAINTED STEEL COLUMNS (S  
TOTAL) (P-2 / M-1 OR M-2)

ALUCOBOND "BACK-DROP / ART-  
WALL" (ALT 1, PAINTED STUCCO)

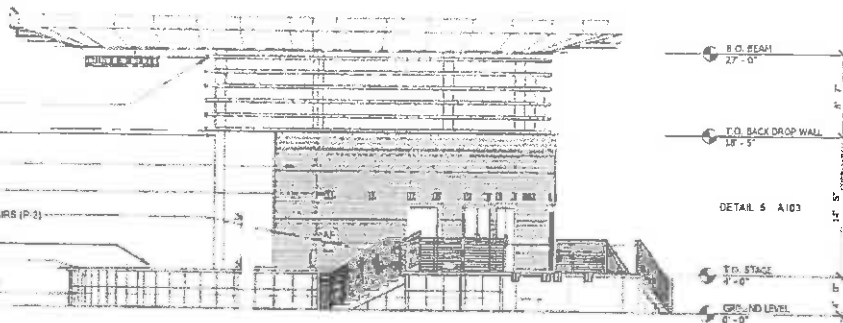
CABLE HOOKS REFER TO  
DETAIL 5 / A103 TYP

PAINTED ALUM GUARDRAIL @ STAIRS (P-3)

CONCRETE BROOM  
FLOORING FINISH (C-1)

PAINTED CONCRETE BAND

STUCCO TEXTURE 24"x24" SEAMS  
(S-1)



**4 BUILDING ELEVATION**

A102 1/8" = 1'-0"

ALUCOBOND PANELS (M1  
FINISH) OVER METAL  
FRAMING

ALUCOBOND PANELS (M2  
FINISH) OVER METAL FRAMING

PAINTED METAL "RINGS" (TO  
ATTACH EQUIPMENT) (IP-1  
SNOW BOUND)

ALUCOBOND "BACK-DROP / ART-WALL"  
(ALT 1, PAINTED STUCCO) (M-1)

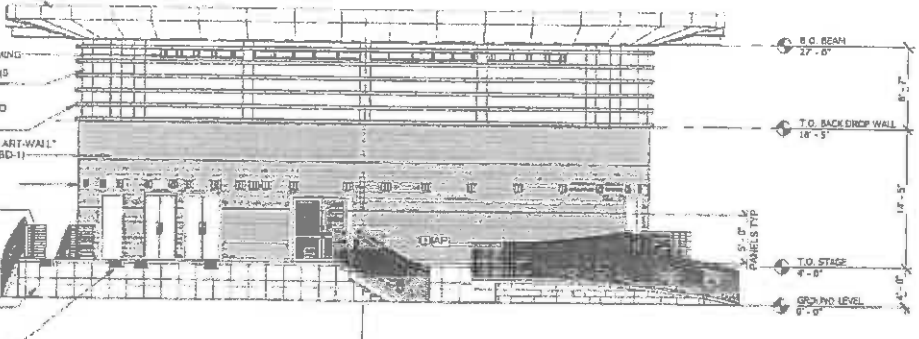
CABLE HOOKS REFER TO  
DETAIL 5 / A103 TYP

PAINTED CONCRETE BAND

PAINTED ALUM  
GUARDRAIL @  
STAIRS (P-3)

STUCCO TEXTURE 24"x24"  
SEAMS (S-1)

(1) LOADING DOCK WALL  
BUMPER



**2 BUILDING ELEVATION**

A102 1/8" = 1'-0"

MATERIALS AND FINISHES			
MARK	FINISH	DESCRIPTION	
C-1	CONCRETE	BROOM FINISH	
M-1	METAL	ALUCOBOND BRILLIANT SILVER METALLIC PVDF-3	
M-2	METAL	ALUCOBOND PLANTINUM MICA PVDF-2 / GLOSS 30	
P-1	PAINT	IVORY	
P-2	PAINT	SILVER GRAY	
S-1	STUCCO	SNOW BOUND	

DOOR SCHEDULE - AMPHITHEATER					
Door Number	Door Size	Finish			Finish Comments
		Door	Frame	Fire Rating	
AMP1	42" x 80"				STAGE SIDE ALUCOBOND FINISH
AMP2	48" x 80"				NEMA 3R SPLASH AND RAIN PROTECTION
AMP3	48" x 80"				NEMA 3R SPLASH AND RAIN PROTECTION
AMP4	Louvered Door 5' x 8'-6"				LOUVERED
AMP5	42" x 80"				STAGE SIDE ALUCOBOND FINISH

**NOTE:**  
ALL EXTERIOR / CLADDING COMPONENTS AS PART OF THE AMPHITHEATER / STAGE SHALL HAVE PRODUCTS APPROVAL / NOA'S APPLICABLE TO CURRENT FLORIDA BUILDING CODE 2014 5TH EDITION FOR IMPACT RESISTANT / WIND LOADS.

**ALTERNATE #1**  
ALL METAL WALLS ARE TO BE REPLACED WITH PLASTER  
REFER TO DETAIL 3 / A106

DRAWING TITLE

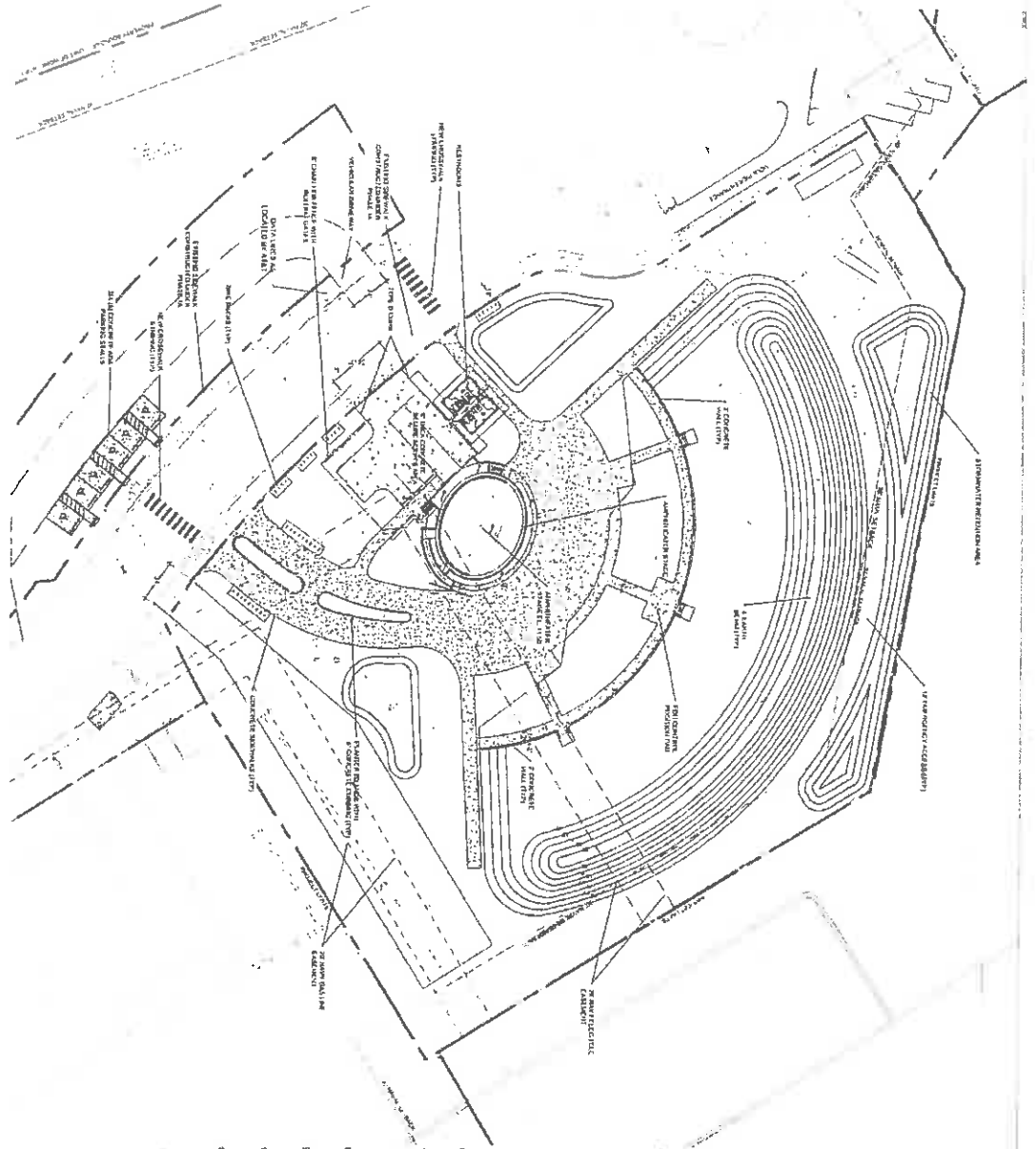
**AMPHITHEATER  
ELEVATIONS AND  
SECTIONS**

SHEET NO

**A102**

10/24/2016 4:47:23 PM

**1. PRELIMINARY NOTES:**  
 A. THIS PLAN IS A PRELIMINARY DESIGN AND IS SUBJECT TO CHANGE WITHOUT NOTICE.  
 B. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS OF THE SITE PRIOR TO CONSTRUCTION.  
 C. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE, AND FEDERAL AUTHORITIES.  
 D. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.  
 E. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND STRUCTURES.  
 F. THE CONTRACTOR SHALL MAINTAIN ADEQUATE DRAINAGE AND EROSION CONTROL MEASURES.  
 G. THE CONTRACTOR SHALL MAINTAIN ADEQUATE SAFETY AND SECURITY MEASURES.  
 H. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION.  
 I. THE CONTRACTOR SHALL MAINTAIN ADEQUATE COMMUNICATIONS AND REPORTING MECHANISMS.  
 J. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION.  
 K. THE CONTRACTOR SHALL MAINTAIN ADEQUATE SAFETY AND SECURITY MEASURES.  
 L. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION.  
 M. THE CONTRACTOR SHALL MAINTAIN ADEQUATE SAFETY AND SECURITY MEASURES.  
 N. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION.  
 O. THE CONTRACTOR SHALL MAINTAIN ADEQUATE SAFETY AND SECURITY MEASURES.  
 P. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION.  
 Q. THE CONTRACTOR SHALL MAINTAIN ADEQUATE SAFETY AND SECURITY MEASURES.  
 R. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION.  
 S. THE CONTRACTOR SHALL MAINTAIN ADEQUATE SAFETY AND SECURITY MEASURES.  
 T. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION.  
 U. THE CONTRACTOR SHALL MAINTAIN ADEQUATE SAFETY AND SECURITY MEASURES.  
 V. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION.  
 W. THE CONTRACTOR SHALL MAINTAIN ADEQUATE SAFETY AND SECURITY MEASURES.  
 X. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION.  
 Y. THE CONTRACTOR SHALL MAINTAIN ADEQUATE SAFETY AND SECURITY MEASURES.  
 Z. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION.



- GENERAL NOTES**
1. THE CONTRACTOR SHALL REVIEW ALL DRAWINGS AND SPECIFICATIONS AND APPROVE THE EXISTENCE OF ANY CONFLICTS OR INCONSISTENCIES BETWEEN DRAWINGS AND NOTES. SPECIFICATIONS SHALL PRECEDE DRAWINGS IN CONSTRUCTION.
  2. THE CONTRACTOR SHALL FIELD VERIFY EXISTING CONDITIONS PRIOR TO PERFORMING ANY WORK UNDER THIS CONTRACT AND NOTIFY THE ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES OR OMISSIONS.
  3. HORIZONTAL ELEVATIONS ARE BASED ON TOWNSHIP STATE PLANE COORDINATE SYSTEM. VERTICAL ELEVATIONS ARE BASED ON NGVD 1988 DATUM.
  4. THE LOCATIONS, SIZES AND ELEVATIONS OF EXISTING UTILITIES AS SHOWN ARE ANY AVAILABLE RECORD DRAWINGS AND SHALL OBTAIN THE LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL MAINTAIN THE EXISTING UTILITIES AND SHALL BE RESPONSIBLE FOR ANY DAMAGE TO EXISTING UTILITIES. THE CONTRACTOR SHALL CONTACT THE LOCAL TELEPHONE COMPANY AND CABLE COMPANY TO VERIFY THE LOCATION OF BUREAU OF PUBLIC UTILITIES (BPU) UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL ALSO CONTACT THE LOCAL TELEPHONE COMPANY AND CABLE COMPANY TO VERIFY THE LOCATION OF BUREAU OF PUBLIC UTILITIES (BPU) UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL ALSO CONTACT THE LOCAL TELEPHONE COMPANY AND CABLE COMPANY TO VERIFY THE LOCATION OF BUREAU OF PUBLIC UTILITIES (BPU) UTILITIES PRIOR TO CONSTRUCTION.
  5. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION AND ELEVATION IN THE FIELD PRIOR TO INSTALLING ANY NEW WORK THAT DOES NOT CORRELATE TO EXISTING UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO EXISTING UTILITIES. THE CONTRACTOR SHALL ALSO CONTACT THE LOCAL TELEPHONE COMPANY AND CABLE COMPANY TO VERIFY THE LOCATION OF BUREAU OF PUBLIC UTILITIES (BPU) UTILITIES PRIOR TO CONSTRUCTION.
  6. ALL EXCAVATION, TRENCHING, SHEETING, STAKING AND BRACING SHALL BE INSTALLED AS SHOWN ON THE PLAN.
  7. ALL EXCAVATION SHALL BE PROTECTED AND SHORING SHALL BE INSTALLED WITH THE CONTRACTOR'S RESPONSIBILITY TO BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION OF ALL EXCAVATION AND BRACING WORK.
  8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE SECURITY OF THE CONSTRUCTION EQUIPMENT, MATERIALS AND PERSONNEL, AND SHALL REMOVE ALL CONSTRUCTION EQUIPMENT FROM THE SITE IMMEDIATELY UPON COMPLETION OF THE PROJECT.
  9. WHERE ACTUAL DIMENSIONS AND SIZES ARE PROVIDED IN THE DRAWINGS THEY SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS, LARGE SCALE DIMENSIONS SHALL TAKE PRECEDENCE OVER SMALL SCALE DIMENSIONS.
  10. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION OF ALL CONSTRUCTION WORK AND SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION OF ALL CONSTRUCTION WORK AND SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES.
  11. NO CONSTRUCTION FOR THE PURPOSE OF OBTAINING WATER SUPPLY TRENCHES SHALL BE PERMITTED UNLESS THE CONTRACTOR HAS OBTAINED ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE, AND FEDERAL AUTHORITIES.
  12. REMOVAL OF EXISTING MATERIAL SHALL BE DONE IN ACCORDANCE WITH THE LOCAL, STATE, AND FEDERAL REGULATIONS. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION OF ALL REMOVAL WORK AND SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION OF ALL REMOVAL WORK AND SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES.
  13. REMOVAL OF EXISTING MATERIAL SHALL BE DONE IN ACCORDANCE WITH THE LOCAL, STATE, AND FEDERAL REGULATIONS. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION OF ALL REMOVAL WORK AND SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDS AND DOCUMENTATION OF ALL REMOVAL WORK AND SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES.
  14. ALL FIELD LAYOUT AND STAKING FOR CONSTRUCTION OF THIS PROJECT SHALL BE APPROVED BY THE ARCHITECT IMMEDIATELY UPON RECEIPT OF THE FIELD LAYOUT AND STAKING.

**PREPARED BY:** PEREZ ENGINEERING & DEVELOPMENT, INC.  
**DATE:** OCTOBER 21, 2018  
**SCALE:** 1" = 10'-0"

**PROJECT NAME:** TRIJUAN WATERFOUNT PARK AMPHITHEATER  
**PROJECT LOCATION:** 11810 University Drive, Fort Lauderdale, FL 33308  
**CLIENT:** BARNETT ASSOCIATES, INC.  
**ARCHITECT:** PEREZ ENGINEERING & DEVELOPMENT, INC.  
**DATE:** OCTOBER 21, 2018

**DRAMA/THEATRE**  
**SITE PLAN**

11810 University Drive  
 Fort Lauderdale, FL 33308  
 Phone: (954) 344-1111  
 Fax: (954) 344-1112  
 Email: info@perzeng.com

**BARNETT ASSOCIATES, INC.**  
 11810 University Drive  
 Fort Lauderdale, FL 33308  
 Phone: (954) 344-1111  
 Fax: (954) 344-1112  
 Email: info@barnett.com





# CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT: OHWOOK Productions - Country Music  
 DATES: Feb 7-10, 2017

**DEPARTMENTS** **COMMENTS**

EVENTS (INITIAL SIGNOFF)

Maria Rakus 7/10/17  
 SIGNATURE DATE

COMMUNITY SERVICES

SIGNATURE DATE

POLICE DEPARTMENT Steven Torrence  
 SIGNATURE DATE

Digitally signed by Steven Torrence  
 DN: cn=Steven Torrence, o=KAPD, ou=KAPD, email=sttorrence@cityofkeywest.fl.gov, c=US  
 Date: 2017.07.17 09:58:03 -0400

Requires Extra Duty Officers for Concert at amphitheater

FIRE DEPARTMENT

SIGNATURE DATE

KWDOT

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:** OHWOOD Productions - Country Music  
**DATES:** Feb 7-10, 2017

**DEPARTMENTS**

**COMMENTS**

**EVENTS (INITIAL SIGNOFF)**

*Maria Lakoff*      7/10/17  
 \_\_\_\_\_  
 SIGNATURE                      DATE

✓ **COMMUNITY SERVICES**

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

✓ **POLICE DEPARTMENT**

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

✓ **FIRE DEPARTMENT**

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

✓ **KWDOT**

\_\_\_\_\_  
 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