

CITY OF KEY WEST
APPLICATION FOR A SPECIAL EVENT PERMIT

Name of Applicant(s) Ja to Da / Hospice VNA / John McEwing

Address of Applicant(s) 1125 Duval St

Phone Number of Applicant(s) 296-6706 Fax: _____ Email _____

Name of Non-Profit (s) Hospice VNA of the Florida Keys
One Human Family Foundation - Fleming St

Address of Non-Profit(s) 1319 William St Kw Fla

Phone Number of Non-Profit(s) Hospice 294-8812 / OHF 296-3080

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

Date/Dates of Event Monday May 11, 2015

Hours of Operation Noon - 11 pm

Estimated/anticipated number of persons per day 500

Location of Event 1125 Duval St

Street Closed similar to Cathin St in 1100 Block

Detailed description of event Fund Raiser for Hospice VNA
and One Human Family Foundation

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.

Michelle Chennault
Applicants Signature

March 11, 2015
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 3/11/2015

Applicant Name Hospice VNA of the Florida Keys

Applicant Address 1319 Withings Street Kw F1

Applicant Phone Number 294-8812

Event Name 32nd Annual Queen Mother Pageant

Event Address/Location 1125 Duval St

Date of Event Monday May 11, 2015

Nature of Event Fund Raiser for Hospice VNA
and one hamper for each landation

Profit Non Profit

Time(s) Request for Exemption 4pm -

Number of Exemptions at this location this ca

Date of last exemption 5/2014

City of Key West
*** CUSTOMER RECEIPT ***
Oper: KEYWSJ92 Type: OC Drawer: 1
Date: 3/18/15 45 Receipt no: 16714

| Description | Quantity | Amount |
|----------------------------|----------|---------|
| SS SPECIAL EVENTS PAYMENTS | 1.00 | \$50.00 |

G/L account number:
00100003429300
00100001040000


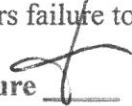
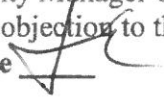
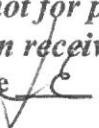
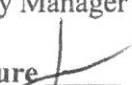
QUEEN MOTHER PAGEANT
NOISE EXEMPTION

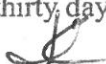







| Tender detail | | |
|----------------|-------|---------|
| CK CHECK | 19167 | \$50.00 |
| Total tendered | | \$50.00 |
| Total payment | | \$50.00 |

Trans date: 3/18/15 Time: 13:44:27

cm

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

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

8. Applicant(s) wishing to have an exemption from the noise control ordinance must fill out an application thirty days before the event. Processing fee for the application is \$50.00.
Sponsor's Signature 
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 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 

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 

Complete Checklist for Event Recycling

City of Key West

- Identify contact person at the festival responsible for working with recycling.
 Name of person: Derek McE... Phone number: 305-747-9141
- 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: 8 95 gal trash and 8 Recycle bins
- 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: W/ Management
- Capacity of containers on grounds: 8-95 gal trash + 8 Recycle
 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: W/ 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: NONE
Actions taken: Ya to do staff to clean tables and Recycle glass and plastic

- View trash barrels and note any recyclables in the trash. Take actions to solve problems.

Problems: Very little
Actions taken: Remove any recycle from trash and place in recycle bins

- 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: 120 1202 aluminum cans / 160 plastic #1 bottles / 48 pounds of glass bottles

Contamination: minimal if any

- 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

Recycle Plan for Queen Mother 32 Anniversary Pageant

La Te Da – 1125 Duval St.

Monday May 11, 2015 7pm-11pm

Recycle Coordinator: Derek McCann

La Te Da is currently in a recycling program with Waste Management. We have our normal pick up on Tuesday May 12, 2015.

La Te Da is the only vendor at the event. There will be two bars set up on the street. Both will be within our property lines. Beverages will be sold in either bottles or plastic cups. All glass used in drink preparation will be recycled; each of the bars will have their own recycle bin.

Recycle bins for plastic and recycle bins for bottles will be placed within 50 feet of each drink sale location.

Recycle bins will be distributed in the whole 1100 block of Duval from Catherine St. to Amelia St.

Cardboard: all cardboard and boxes will be dismantled and properly deposited in our white recycling dumpster on Catherine St.

Recycle Bins: ALL Recycle Bins will be clearly labeled with a sign indicating its recycling status

Recycling will be by Waste Management on our contracted day. Additionally trash containers will be provided and distributed on the 100 block between Catherine and Amelia. These containers will be labeled "Trash Only"

Currently, La Te Da employees are participating in our company recycling program. All employees will be appraised of the location of site recycling receptacles for the event.



THE CITY OF KEY WEST

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

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, written over a horizontal line. The signature is stylized and appears to be "John M. Edwards".



Visiting Nurse Association & Hospice of the Florida Keys, Inc.
Licensed to Serve the Keys Since 1984

March 16, 2015

TO: Key West City Commission
From: Visiting Nurse Association & Hospice of the Florida Keys

Dear Mr. Mayor and City Commissioners:

On Monday, May 11, 2014, the Annual Queen Mother Pageant, one of Key West's longest running colorful and entertaining events will be held on Duval Street.

In addition to providing a wonderful night for the community, this event has consistently contributes to the fundraising operations of two our most valued non-profit organizations:

Visiting Nurse Association & Hospice of the Florida Keys
One Human Family Education Foundation.

Both of our organizations greatly benefit from the proceeds provided by the Queen Mother Pageant.

As a temporary street closure is needed for the event, VNA/Hospice of the Florida Keys, respectfully requests that you approve this closure. We are confident that the event's coordinator, John "Ma" Evens, will manage all aspects of the closure to minimize any disruptions.

In closing, I thank you for considering, and hopefully approving, this temporary street closure request.

Sincerely,



Michelle Chennault
Fundraising Manager



THE CITY OF KEY WEST

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

**RELEASE AND INDEMNIFICATION
Annual Queen Mother Pageant
At La Te Da**

May 11, 2015

I Richard Grusin being authorized to act on behalf of and legally bind Hospice of the Florida Keys, 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.

Michelle Chennault
Signature of Witness

Michelle Chennault
Print Name

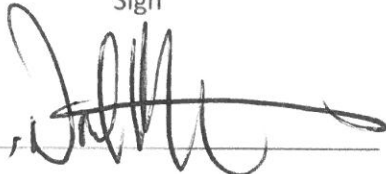


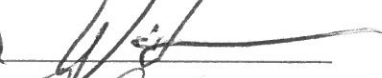


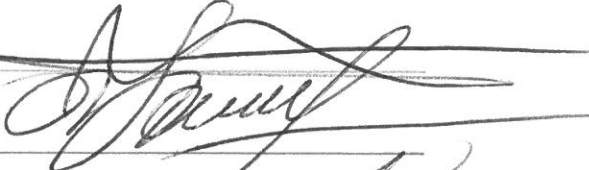
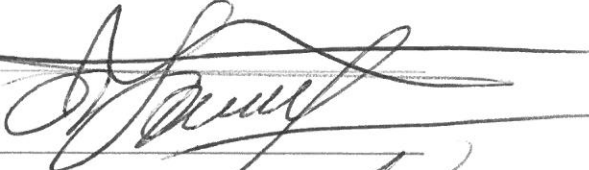
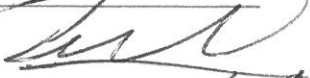
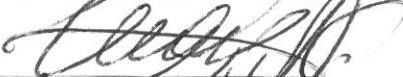
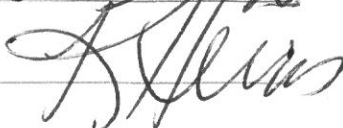
3-17-15
Date

[Signature]
Signature of Applicant

Richard Grusin
Print Name

3/17/15
Date

On Monday May 11, 2015 will be the 32nd Queen Mother Pageant. This is a benefit for VNA & Hospice of Key West and One Human Family Foundation. The set up will start at 12noon and sound check at 4/4:45 and the contest will run from 8pm till 10:30. We have no objection to the street being closed for this event.

| Name | Address | Sign |
|------------------------------------|---------------|---|
| La Tu Da | 1155 Duval St |  |
| LWT Key Realty | 1121 Duval St |  |
| Speakeasy | 1117 Duval St |  |
| COCO & SALEM BOWERY | 1111 DUVAL | Tami Green |
| Key West Realty/Historic Hideaways | 1109 Duval |  |
| Sharon Behrnfalk | 916 SIMONTON | Sharon Behrnfalk |
| BRAND VIN | 1107 DUVAL | Sharon Behrnfalk |
| Soho gallery | 1102 Duval |  |
| Shannon Lynn | 1102 Duval | Shannon Lynn |
| Purely Paradise Coops | 1108A Duval |  |
| COUNTRY BUNCH | 1108B DUVAL | Meredith Burkhardt |
| Key West Pub | 1114 DUVAL |  |
| Breeze | 1124 Duval |  |
| Cubbyhole | 1120 Duval |  |
| Island Life | 1200 Duval |  |
| Knead Pineapple | 1130 Duval |  |

March 10, 2015

Key West City Commission:

Dr. Mr. Mayor and City Commissioners:

This Monday, May 11th, the community will enjoy the 32nd annual Queen Mother Pageant, the newest in a long tradition of colorful and entertaining events.

Beyond colorful and entertaining, however, this event has proved to be a vital fundraiser for two of our island's most valued non-profit organizations: Hospice/VNA of the Florida Keys and One Human Family Educational Foundation. We both rely on the proceeds from this event to continue our positive work in the community.

Since a temporary street closure is needed for this event, One Human Family Foundation is respectfully requesting that you approve that closure. We also hope that you allow noise exemptions for the setup from 4-5PM and during the event, 8-10:30PM.

We have every confidence that the event's highly-experienced coordinator, John "Ma" Evans, will handle all your concerns about the closure to minimize disruption and maximize the fun!

Thank you again for considering - and hopefully approving - this temporary street closure request and noise exemption.

JT Thompson, Founder
One Human Family Foundation

ALL PEOPLE ARE CREATED EQUAL MEMBERS OF
ONE HUMAN FAMILY

(all volunteer & 501(c)3 non-profit, 100% goes to printing & distributing giveaways)
P.O. Box 972, Key West, FL 33041 • JT@DesignKW.com

CATHERINE STREET

1-7A 7E 7F 7G

Side walk Left Side Dural

Right Side Dural

Side walk

Open

Boom TRUSS w/ Backdrop / Lights

Open Space

Open Space

stage

bar

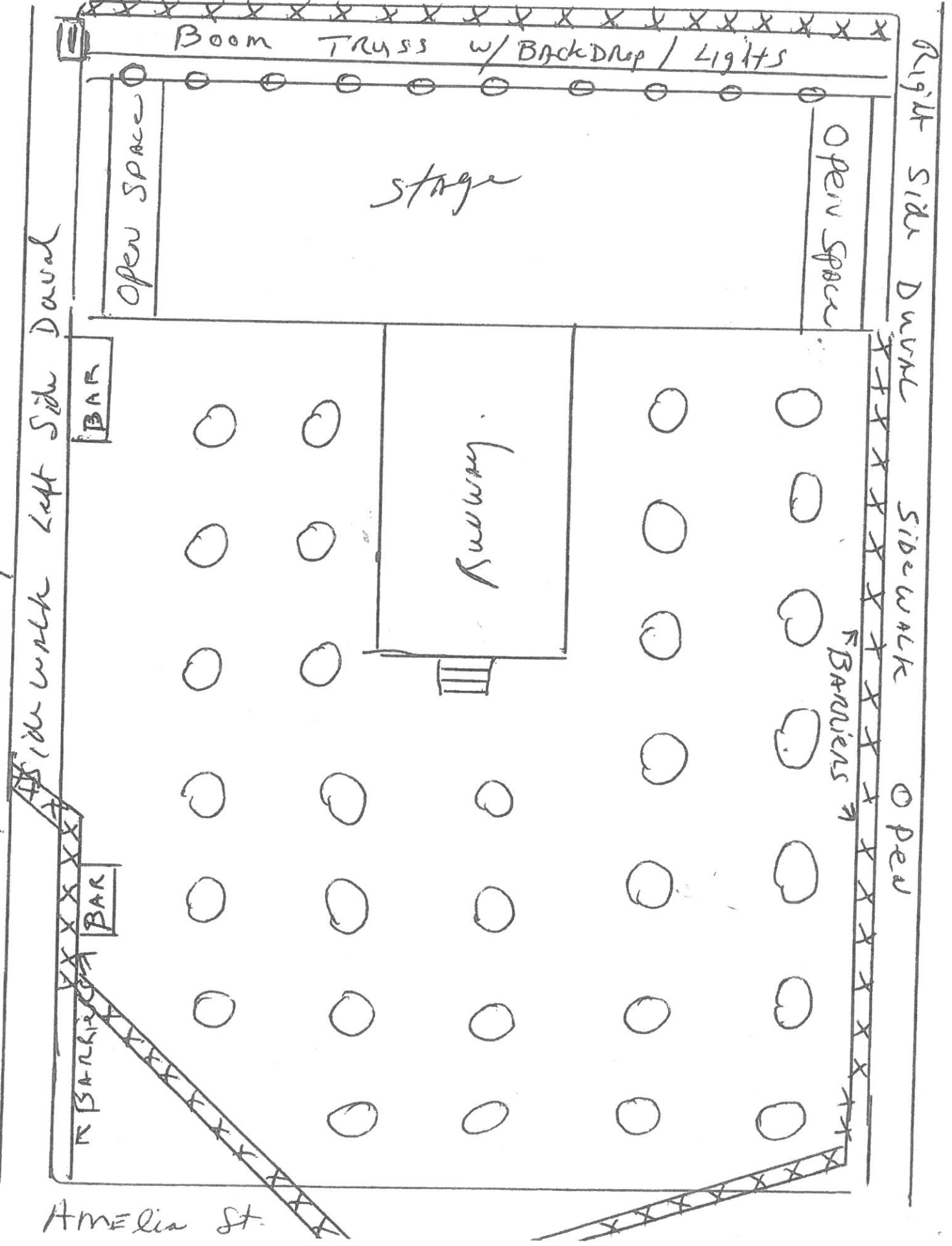
BAR

BAR

BAR

BARNIERS

AMELIA ST.





**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

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 # NA
- Vendor Booths – Total # NA
- Total Number of Booths - NA

Parade

- Floats – Total # NA

FLORIDA DEPARTMENT OF STATE
DIVISION OF CORPORATIONS



Detail by Entity Name

Florida Non Profit Corporation

HOSPICE OF FLORIDA KEYS, INC.

Filing Information

| | |
|----------------------|------------|
| Document Number | N01773 |
| FEI/EIN Number | 592386289 |
| Date Filed | 03/05/1984 |
| State | FL |
| Status | ACTIVE |
| Last Event | AMENDMENT |
| Event Date Filed | 11/13/1990 |
| Event Effective Date | NONE |

Principal Address

1319 WILLIAM STREET
KEY WEST, FL 33040

Changed: 03/18/1993

Mailing Address

1319 WILLIAM STREET
KEY WEST, FL 33040

Changed: 04/04/1994

Registered Agent Name & Address

Erjavec, Steven P
1319 WILLIAM STREET
KEY WEST, FL 33040

Name Changed: 02/27/2014

Address Changed: 03/29/2013

Officer/Director Detail

Name & Address

Title Secretary, Director

Domanski, Margaret D., Phd
1107 KEY PLAZA, #270
KEY WEST, FL 33040

Title Treasurer, Director

Cooley, Judith A.
254 NAVAJO STREET
TAVERNIER, FL 33070

Title CEO

GROSS, JODY
1305 REYNOLDS
KEY WEST, FL 33040

Title Chairman, Director

Grusin, Richard C.
2318 Staples Ave
Key West, FL 33040

Title VC, Director

Niles, Jack D, Jr.
2432 Flagler Ave.
Key West, FL 33040

Title CFO

Erjavec, Steven P
1319 WILLIAM STREET
KEY WEST, FL 33040

Title COO

Ryzoc, Kathleen M
24 Buccaneer Drive
Key Largo, FL 33037

Annual Reports

| Report Year | Filed Date |
|--------------------|-------------------|
| 2013 | 03/29/2013 |
| 2013 | 07/25/2013 |
| 2014 | 02/27/2014 |

Document Images

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Event Name: 32nd Annual Queen Mother Padjant

Special Event Checklist
Everything must be checked off before
submitting the special event application

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

Hospice Visiting Nurses Queen Mother
Pageant 5/11/15

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

EVENTS (INITIAL SIGNOFF):

✓ Maria Ratenoff 3/16/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ PUBLIC WORKS

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

✓ POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

✓ FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

✓ KWDOT/PORT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

✓ CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)

Hospice Visiting Nurses Queen Mother
Pageant 5/11/15

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

EVENTS (INITIAL SIGNOFF):

Maria Rateruff 3/14/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

KWDOT/PORT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

Jin Long 17 Mar 15
SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____

DENIED _____

(if denied attach explanation)

Hospice Visiting Nurses Queen Mother
Pageant 5/11/15

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

EVENTS (INITIAL SIGNOFF):

Maria Ruffalo 3/14/15
SIGNATURE DATE

PUBLIC WORKS

SIGNATURE DATE

POLICE DEPARTMENT

SIGNATURE DATE

FIRE DEPARTMENT

SIGNATURE DATE

KWDOT/PORT

R. Hernandez 3-17-15
SIGNATURE DATE

CODE COMPLIANCE

SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED
DENIED

CONDITIONS/RESTRICTIONS:

CONDITIONS/RESTRICTIONS:

CONDITIONS/RESTRICTIONS:

CONDITIONS/RESTRICTIONS:

CONDITIONS/RESTRICTIONS:

No impact

CONDITIONS/RESTRICTIONS:

(if denied attach explanation)

Maria Ratcliff

From: John Wilkins
Sent: Tuesday, March 17, 2015 1:49 PM
To: Maria Ratcliff
Subject: RE: Hospice Queen Mother Pageant May 11th

Parking has no issues

John Wilkins
Parking Director
City of Key West
(305) 809-3855

From: Maria Ratcliff
Sent: Tuesday, March 17, 2015 9:19 AM
To: Richard Sarver; Tara Stansbury; Steve Torrence; Danny Blanco; Rogelio Hernandez; Regina Scott; Jim J. Young; John Wilkins
Subject: Hospice Queen Mother Pageant May 11th

Maria Ratcliff

Executive Administrative Assistant to City Manager
& Special Events Coordinator
City of Key West
Ph: (305) 809-3881
Fax: (305) 809-3886
mratliff@cityofkeywest-fl.gov



THE CITY OF KEY WEST

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

To: La Te Da / Hospice (Kellee Barley, k.barley@vnahospicekeys.org)

From: Division Chief/Fire Marshal Daniel Blanco

Date: 03/17/2015

Reference: Queen Mother Annual Event

This office reviewed the special event application for the Queen Mother Annual Event to be held at La Te Da on May 11, 2015.

The following conditions apply:

- No cooking on city property.
- The Duval Street closure needs to allow for emergency vehicle passage.
- If there is not a Fire Lane provided for emergency vehicle access. A Fire Inspection Detail will be required during the hours of the event.
- Fire Inspector working the Inspection detail shall be paid a rate of \$ 40.00 an hour with a four hour minimum.
- **Event coordinator is responsible for scheduling the inspection with this office (contact number 305-809-3933).**
- **Site map needs to be provided to show Fire Lane on Duval St.**

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

Daniel Blanco, Fire Marshal

Key West Fire Department
1600 N. Roosevelt Blvd.
Key West, Florida 33040
305-809-3933 Office
305-293-8399 Fax
dblanco@keywestcity.com

Serving the Southernmost City

3266 USMC BX

Queen Mother Pageant

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

| EVENT (INITIAL SIGNOFF): | CONDITIONS/RESTRICTIONS |
|--|--------------------------|
| _____ SIGNATURE DATE | _____ _____ _____ |
| PUBLIC WORKS | _____ _____ _____ |
| _____ SIGNATURE DATE | _____ _____ _____ |
| POLICE | _____ _____ _____ |
| _____ SIGNATURE DATE | _____ _____ _____ |
| FIRE DEPARTMENT <u>Daniel Blanco 03/17/2015</u> | <u>SEE ATTACHED MEMO</u> |
| _____ SIGNATURE DATE | _____ _____ _____ |
| PORT/KEY WEST DOT | _____ _____ _____ |
| _____ SIGNATURE DATE | _____ _____ _____ |
| CODE COMPLIANCE | _____ _____ _____ |
| _____ SIGNATURE DATE | _____ _____ _____ |
| KEY WEST PROPERTY MANAGEMENT | _____ _____ _____ |
| _____ SIGNATURE DATE | _____ _____ _____ |
| PARKING DEPARTMENT | _____ _____ _____ |
| _____ SIGNATURE DATE | _____ _____ _____ |

Hospice Visiting Nurses Queen Mother
Pageant 5/11/15

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

EVENTS (INITIAL SIGNOFF):

Maria Rattuff 3/11/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

[Signature]
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

KWDOT/PORT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____ (if denied attach explanation)

Hospice Visiting Nurses Queen Mother Pageant 5/11/15

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

EVENTS (INITIAL SIGNOFF):

Maria Rattuff 3/11/15 SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

Three horizontal lines for conditions/restrictions.

PUBLIC WORKS

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

Three horizontal lines for conditions/restrictions.

POLICE DEPARTMENT

Steven Torrence SIGNATURE DATE

Digitally signed by Steven Torrence DN: cn=Steven Torrence, o=KWPD, ou=KWPD, email=storrance@cityofkeywest-fl.gov, c=US Date: 2015.03.19 09:38:42 -0400

CONDITIONS/RESTRICTIONS:

Requires Extra Duty Detail Officers Requires Noise Exemption Requires ABT Alcohol Permit

FIRE DEPARTMENT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

Three horizontal lines for conditions/restrictions.

KWDOT/PORT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

Three horizontal lines for conditions/restrictions.

CODE COMPLIANCE

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

Three horizontal lines for conditions/restrictions.

EVENTS:

REQUEST HAS BEEN APPROVED DENIED

(if denied attach explanation)