

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

Name of Applicant(s) BOURBON ST. PUB

Address of Applicant(s) 724 DUVAL ST.

Phone Number of Applicant(s) 304-2643 Fax: _____ Email BOBOBERLE@HOTMAIL.COM

Name of Non-Profit (s) PETRONIA ST. NEIGHBORHOOD ASS.

Address of Non-Profit(s) 728 DUVAL

Phone Number of Non-Profit(s) _____

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving \$1000.-

Date/Dates of Event 4-19-14

Hours of Operation NOON - 5:00

Estimated/anticipated number of persons per day 300?

Location of Event DUVAL ST. BETWEEN ANGELA & OLIVERA

Street Closed YES HARD CLOSURE

Detailed description of event DRAG QUEENS RACING OBSTACLE
COURSE FOR CHARITY

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.

BOB OBERLO [Signature]

2-10-14

PLEASE PRINT AND SIGN
Applicants Signature

Date

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

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 16th day of October, 2002.

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

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

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

Filed with the Clerk November 21, 2002.

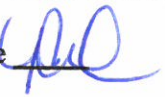
Sponsor's Signature 

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. 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 

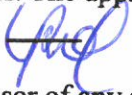
8. Applicant(s) wishing to have an exemption from the noise control ordinance must fill out an application thirty days before the event. Processing fee for the application is \$50.00.

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 

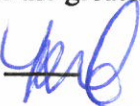
12. The first \$1000.00 of costs as specified in subsection (a) of the ordinance may be waived for any organizer or sponsor, which qualified as a tax-exempt nonprofit organization according to state or federal law. Acceptance of this waiver by such sponsor shall render the special event a public accommodation 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: BOB OBERLIS Phone number: 304-2643
- 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: SELF SUPPLY
- 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: [Signature]
- Capacity of containers on grounds: 18 5M3 / 3 DUMPSTERS
Contact person for containers: BOB OBERLIS Phone #: 304-2643
- 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: yes
- 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: [Signature] AMH ACCT
- 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: N/A

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

Problems: _____

Actions taken: N/A

- 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: _____

VERY THOROUGH REP. REPORT

- Ensure that recyclables are removed and taken to the large container when bins are full and that liner bags are replaced.

- At the end of the event, remove signs and arrange for their return to owners.

- Place recycling containers in the pick-up location, as arranged with the providers of the containers.

- Ask the recycling facility to appraise the amount of material collected for recycling by weight, volume, or counts and report on contamination levels.

Amount of material: _____

Contamination: _____

- Prepare a report on the program including strategies used, amount of material diverted, comments and suggestions from participants and future recommendations.

- Share the results with event organizers.

- Security deposit of \$1000.00 must be submitted prior to the event.

- Security deposit returned: _____

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



THE CITY OF KEY WEST

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

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.



SIGNATURES OF NO OBJECTION
DRAG AND BED RACES
CONCH REPUBLIC DAYS

1. Evolution 701 Duval Tahall
2. Beach Bungalow 703 Duval Dred
3. Flamingo's 705 Duval Fay
4. Kwest 705-709 Duval FR Sherman
5. Aqua 711 Duval John
6. Lazy Dog ^{AVS} 715 Duval [Signature]
7. Southernmost Tattoo 717 Duval [Signature]
8. KW Hammock 719 Duval [Signature]
9. Graffiti 721 Duval [Signature]
10. Evan and Elle 725 Duval [Signature]
11. 801 Bourbon 801 Duval Mr. Miller
12. Scooter Rentals 805 Duval M. Wadden
13. Duval House 815 Duval [Signature]
14. Cats Scratch 817 Duval [Signature]
15. Wood Works 821 Duval [Signature]
16. Glass Reunions 825 Duval [Signature]
17. Mangoes 702 Duval [Signature]
18. Sandys 704 Duval [Signature]
19. In Touch 706 A Duval [Signature]
20. Capricorn Jewels 706b Duval [Signature]
21. Sunglass Hut 710 Duval [Signature] I support!!
22. Bath Junkie 712a Duval [Signature]
23. Green World Gallery 712b Duval Stephen Koshowski
24. Aqua Beachwear 714 Duval [Signature]
25. Derubeis 716 Duval [Signature]

26. Aria 718 Duval Aria
27. Sunny Island 720 Duval _____
28. Peanut Butter and What 722 Duval Kevin
29. BSP 724 Duval Paul Brown
30. Dogs On Duval 800 Duval Kilmer
31. Key Lime Pie 802 Duval Kevin
32. Towels of KW 806 Duval Sam Wellman
33. Cocktails 808 Duval Sam Wellman
34. Vinos 810 Duval _____
35. Tropical Inn 812 Duval Paul Brown
36. Cuba Cuba 814 Duval Kevin
37. Croissants de France 816 Duval Kevin
38. Gallery KW 824 Duval Kevin
39. Swirlicious 826 Duval Kevin
40. TutiiFru Ti's 828 Duval Kevin
41. KW Shells and Gifts 628 Duval _____
42. Gelato on Duval 626 Duval _____
43. Abstracta 624 Duval _____
44. Pop Culture Vault 622 Duval _____
45. Fanta SEA 620 Duval _____
46. Salsa Loca/Bills 618 Duval Kevin
47. Sunshine Apparel 616 Duval _____
48. Guild Hall Gallery 614 Duval _____
49. Birkenstock 612 Duval _____
50. Soleman 610 Duval Kevin
51. Deja Vous 608 Duval _____
52. Psychic 606 Duval _____
53. 7 Artists 604 Duval _____
54. Paradise Visions 602 Duval Kevin
55. Point Break 600 Duval _____
56. Jame Coleman 534 Duval Kevin

57. Life is Good 532 Duval [Signature]
58. KO Memories 528 Duval [Signature]
59. Designer Clothing 526 Duval [Signature]
60. Virgilios/La Trat 524 Duval [Signature]
61. Urban Legends 520 Duval [Signature]
62. Nine West 518 Duval [Signature]
63. San Carlos 516 Duval [Signature]
64. My Yogurt Café 514 Duval [Signature]
65. Island Style 512 Duval [Signature]
66. Margaritaville 510 Duval [Signature]
67. Fast Buck Freddie's 504 Duval [Signature]
68. Wet Paint 430 Duval [Signature]
69. Starbucks 430 Duval [Signature]
70. Jacks Seafood Shack 430 Duval [Signature]
71. La Concha 430 Duval [Signature]
72. Life in Paradise 408 Duval [Signature]
73. Pandora 406 Duval [Signature]
74. Radio Shack 404 Duval [Signature]
75. Claires 402 Duval [Signature]
76. Earthbound 400 Duval [Signature]
77. St. Pauls Church 415 Duval [Signature]
78. KIDS 419a Duval [Signature]
79. KW Aloe 419b Duval [Signature]
80. KW Olive Oil CO. 419c Duval [Signature]
81. Mattheessens 419d Duval [Signature]
82. Surf Shop 423a Duval [Signature]
83. Venice World 423b Duval [Signature]
84. Tip Toes 419c Duval [Signature]
85. Tropical Waves 419d [Signature]
86. Express 431 Duval [Signature]
87. Banana Republic 501 Duval [Signature]

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85. Tropical Waves 419d [Signature]
86. Express 431 Duval [Signature]
87. Banana Republic 501 Duval [Signature]

Financial for
Conch Republic
Drag Races 2013

EXPENSES:

1. Decorations	\$50
2. Conch Republic event fee	\$1000
3. Entertainers	\$250
4. Insurance	\$500
5. Estimated liquor cost	<u>\$400</u>
Total:	\$2200

SALES AT EVENT: ***\$2545.25***

SALES - EXPENSES = ***\$345.25***

-NON PROFIT 25% ***\$86.31***

BOTTOM LINE PROFIT = \$258.94



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/18/2014

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

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

PRODUCER Southernmost Insurance 1010 Kennedy Drive Suite 300 Key West FL 33040	CONTACT NAME: Barry Philipson PHONE (A/C No. Ext): (305) 296-5052 E-MAIL ADDRESS: Barry@southernmostinsurance.com	FAX (A/C No.): (305) 293-0629
	INSURER(S) AFFORDING COVERAGE	
INSURED Joseph J. Schroeder & Money Pitt Investment 728 Duval Street #202 Key West FL 33040	INSURER A: Capitol Specialty Insurance Co	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL1421800791 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			BR0131144202	7/9/2013	7/9/2014	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 1,000,000
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR						AGGREGATE \$
	EXCESS LIAB						\$
	<input type="checkbox"/> CLAIMS-MADE						\$
	DED <input type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N			N/A			E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Certificate holder is additional insured for Drag Races on April 19, 2014 and Bed Races on April 26, 2014.

CERTIFICATE HOLDER**CANCELLATION**

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

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

AUTHORIZED REPRESENTATIVE

Barry Philipson/BP 

DRAG RACE 7012 1744F AMJ RECYCLE PURM

OLIVIA ST.

PETRONIA ST.

OLIVIA ST.

801

AQUA

STAGE

START LINE

TURN X AROUND

ROYAL ST.

FIRE LANE

FIRE LANE

BSP

MANGOS

RECYCLE DUMPSTE

(R) = RECYCLE
BSP

CONES

(R)

(R)

(R)

(R)

(R)

(R)

(R)

(R)

(R)

(R)

(R)

(R)

(R)

Andy Brown
728 Duval St.
305-293-9600
February 1st, 2014
Re: Drag Race donation

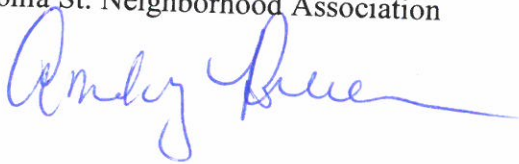
General Manager Bourbon Street
724 Duval St.
Key West, FL 33040

Attention: Bob Oberle

Dear Bob,

I'm very happy you have selected the Petronia St. Neighborhood Association
As your non-profit for this years Conch Republic Drag Race. I understand the city's
demand for a non-profit for every street closure. I greatly accept whatever donations will
be made to our organization. As you know, every little bit helps when it comes to keeping
the street clean and free of crime. I look forward to continue working with Bourbon
Street again in the near future.

Sincerely,
Andy Brown
Secretary/Treasurer
Petronia St. Neighborhood Association



Drag Race 2013

Recycle Report

1. Recycle can for bottles in front of 724 Duval (BSP)
2. Recycle can for bottles with city can at Petronia and Duval at start of event
3. Recycle can next to general trash can in front of the 801 Bourbon Bar
4. Recycle can next to general trash can next to a satellite bar in front of the old Derubeis Art Gallery, 716 Duval
5. Recycle can for bottles next to city can at conclusion of event. The bag is tied and prepared for transfer to our larger Waste Management recycle cans for pickup
6. BSP backup recycle cans in parking lot after event. Four cans are for bottles, one for plastics, and one for aluminum.
7. More backup cans after the event filled with bottle recyclables.
8. BSP's cardboard recycle dumpster after the event.
9. BSP's backup recycle cans in parking lot after the event. Four cans are bottles, one aluminum, and one for plastics.
10. City Recycle cans up and down Duval
11. Streets after event nice and clean and free of debris

We had another successful event this year and would like to thank the city of Key West for all their help. Without the amazing assistance of the city managers office, particularly Maria Ratcliffe, the process of creating such an event would be a lot more strenuous.

Event Name: _____

Special Event Checklist

**Everything must be checked off before
submitting the special event application**

X	TITLE	COMMENTS
X	Special Event Application	
N/A	Noise Exemption (If applicable)	
N/A	\$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	
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	

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

Name of Applicant(s) BOUFBOLL ST. PUB

Address of Applicant(s) 724 DUVAL ST.

Phone Number of Applicant(s) 304-2643 Fax: _____ Email BOB@BOUFBOLL.COM

Name of Non-Profit (s) AIDS HELP

Address of Non-Profit(s) 1434 KENNEDY DRIVE

Phone Number of Non-Profit(s) 296-6196

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving \$1000.00

Date/Dates of Event 4-24-14

Hours of Operation NOON 5:00

Estimated/anticipated number of persons per day 600

Location of Event DUVAL ST. BETWEEN EATON & OLIVERA

Street Closed YES

Detailed description of event BEDS WITH 4 RUNNERS FACILITY UP
DUVAL ST. FOR CHARITY

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.

BOB OBERLE
PLEASE PRINT AND SIGN

Applicants Signature

2-10-14

Date

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

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 16th day of October, 2002.

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

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

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

Filed with the Clerk November 21, 2002.

Sponsor's Signature

A handwritten signature in blue ink, appearing to be 'C. P. ...', written over a horizontal line.


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: BOB OBOZLE Phone number: 304-2643
- 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: SELF SUPPLY
- 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: SELF
- Capacity of containers on grounds: 30 PER 6 DEMONSTRATORS
Contact person for containers: BOB OBOZLE Phone #: 304-2643
- Order signs to inform customers of recycling. Signs are needed for point-of-purchase locations and recycling containers.
- Acquire liner bags for the recycling containers to be placed on the grounds. Ensure that the capacity of the bags is equal to or greater than that of the recycling containers on the grounds.
- Arrange for emptying of recycling containers during the event – from the containers on the grounds to the large container.
Arrangements made: ✓
- Arrange for pick-up of the recyclables. The agency providing containers will often take the materials for recycling. In other cases, arrange for the materials to be taken to a recycling facility.
Arrangements made: ✓
- Meet with vendors and tell them to ask customers to recycle the appropriate materials. Make sure vendors know what will be recycled. Inform them that signs will be posted in their areas.
- Oversee the delivery of containers and placement of signs.
- Place recycling containers next to trash cans on the grounds and insert liner bags. All recycling

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

- Monitor recycling containers for correct usage during the event and take actions to solve problems.
Problems: _____
Actions taken: _____

- View trash barrels and note any recyclables in the trash. Take actions to solve problems.
Problems: _____
Actions taken: _____

- Take photos of event recycling, record data on volumes of recyclables and trash, and ask vendors and event organizers for comments about the program
Comments: _____

- Ensure that recyclables are removed and taken to the large container when bins are full and that liner bags are replaced.

- At the end of the event, remove signs and arrange for their return to owners.

- Place recycling containers in the pick-up location, as arranged with the providers of the containers.

- Ask the recycling facility to appraise the amount of material collected for recycling by weight, volume, or counts and report on contamination levels.
Amount of material: _____

Contamination: _____

- Prepare a report on the program including strategies used, amount of material diverted, comments and suggestions from participants and future recommendations.

- Share the results with event organizers.

- Security deposit of \$1000.00 must be submitted prior to the event.

- Security deposit returned: _____

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



THE CITY OF KEY WEST

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

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 blue ink, appearing to read "Paul", is written over a horizontal line.



N/A

**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 # _____
- Vendor Booths – Total # _____
- Total Number of Booths - _____

Parade

- Floats – Total # _____



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

Tents (More Than 200 SqFt.)

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Food Booths

- Food Booths – Total # _____
- Vendor Booths – Total # _____
- Total Number of Booths - _____

Parade

- Floats – Total # _____

Conch Republic Independence Celebration APRIL 18 - 27, 2014

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRICTIONS:

Maria Laruff
SIGNATURE DATE

✓ **PUBLIC WORKS**

[Signature] 25 FEB 14
SIGNATURE DATE

✓ **POLICE DEPARTMENT**

SIGNATURE DATE

✓ **FIRE DEPARTMENT**

SIGNATURE DATE

✓ **KEY WEST DOT**

[Signature] 2/25/14
SIGNATURE DATE

✓ **CODE COMPLIANCE**

SIGNATURE DATE

✓ **DOUG BRADSHAW/PORT**

N/A
SIGNATURE DATE

✓ **PARKING DEPARTMENT**

SIGNATURE DATE

Conch Republic Independence Celebration
APRIL 18 - 27, 2014

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRICTIONS:

Mani Ravi
SIGNATURE DATE

PUBLIC WORKS

SIGNATURE DATE

POLICE DEPARTMENT

SIGNATURE DATE

FIRE DEPARTMENT

SIGNATURE DATE

KEY WEST DOT

SIGNATURE DATE

CODE COMPLIANCE

Jing Long 24 Feb 14
SIGNATURE DATE

DOUG BRADSHAW/PORT

SIGNATURE DATE

PARKING DEPARTMENT

SIGNATURE DATE

Conch Republic Independence Celebration APRIL 18 - 27, 2014

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRICTIONS:

Maria Laruff
SIGNATURE DATE

PUBLIC WORKS

SIGNATURE DATE

POLICE DEPARTMENT

[Signature] / 2/24
SIGNATURE DATE

Requires Police EXTRA
Duty officers
 No Exemption

FIRE DEPARTMENT

SIGNATURE DATE

KEY WEST DOT

SIGNATURE DATE

CODE COMPLIANCE

SIGNATURE DATE

DOUG BRADSHAW/PORT

SIGNATURE DATE

PARKING DEPARTMENT

SIGNATURE DATE



Maria Ratcliff < mratclif@keywestcity.com >

Key's Stock Doobie Brothers Concert and Radio Zonta events

John Wilkins < jwilkins@keywestcity.com >
To: Maria Ratcliff < mratclif@keywestcity.com >

Mon, Feb 24, 2014 at 2:39 PM

Parking has reviewed and has no comments.

John

From: Maria Ratcliff [<mailto:mratclif@keywestcity.com>]
Sent: Monday, February 24, 2014 2:38 PM
To: Richard Sarver; Tara Stansbury; Steve Torrence; Rogelio Hernandez; John Wilkins
Subject: Key's Stock Doobie Brothers Concert and Radio Zonta events

[Quoted text hidden]

Conch Republic Independence Celebration
APRIL 18 - 27, 2014

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRICTIONS:

Maria Laruff
SIGNATURE DATE

PUBLIC WORKS

[Signature]
SIGNATURE DATE

POLICE DEPARTMENT

SIGNATURE DATE

FIRE DEPARTMENT

SIGNATURE DATE

KEY WEST DOT

SIGNATURE DATE

CODE COMPLIANCE

SIGNATURE DATE

DOUG BRADSHAW/PORT

SIGNATURE DATE

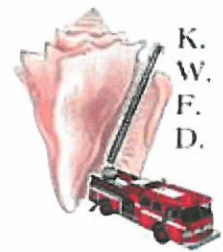
PARKING DEPARTMENT

SIGNATURE DATE

Conch Republic Independence Day Events

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>Danny Blanco</u> <u>02/26/2014</u> SIGNATURE DATE	<u>SEE ATTACHED MEMO</u> _____ _____ _____
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: Bob Oberle (boboberle@hotmail.com)

From: Division Chief/Fire Marshal Danny Blanco

Date: February 26, 2014

Reference: Conch Republic Bed Races

This office reviewed the special event application for the Conch Republic Bed Races to be held from the 400 to the 800 blocks of Duval St. on April 26, 2014.

The following conditions apply:

- **All road closures need to allow an open lane minimum of 12 ft. wide open for emergency vehicle access . Every cross road that is blocked must also be accessible.**

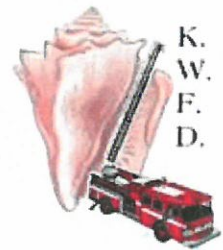
If I can be of any further assistance please contact me.

Danny Blanco, Fire Marshal

Key West Fire Department
1600 N. Roosevelt Boulevard
Key West, Florida 33040
305-809-3933 Office
305-292-8284 Fax
dblanc@keywestcity.com

Serving the Southernmost City=

305-809-3933



THE CITY OF KEY WEST

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

To: Bob Oberle (boboberle@hotmail.com)

From: Division Chief/Fire Marshal Danny Blanco

Date: February 26, 2014

Reference: Conch Republic Drag Races

This office reviewed the special event application for the Conch Republic Drag Races to be held on the 700 & 800 blocks of Duval St. on April 19, 2014.

The following conditions apply:

- **All road closures need to allow an open lane minimum of 12 ft. wide open for emergency vehicle access . Every cross road that is blocked must also be accessible.**

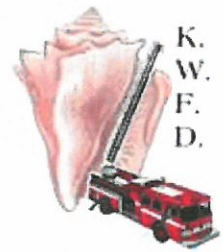
If I can be of any further assistance please contact me.

Danny Blanco, Fire Marshal

Key West Fire Department
1600 N. Roosevelt Boulevard
Key West, Florida 33040
305-809-3933 Office
305-292-8284 Fax
dblanc@keywestcity.com

Serving the Southernmost City=

305-809-3933



THE CITY OF KEY WEST

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

To: Peter Anderson (Fax# 296-8803)

From: Division Chief/Fire Danny Blanco

Date: 02/26/2014

Reference: World's Longest Parade

This office reviewed the special event application for the World's Longest Parade to be held on Duval Street April 24, 2014.

The following conditions apply:

- All non walking floats need to have a Fire Safety Inspection before parade.
- **Event coordinator is responsible for scheduling the inspection with this office.**

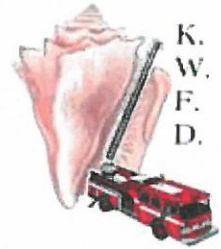
If I can be of any further assistance please contact me.

Danny Blanco, Fire Marshal

Key West Fire Department
1600 N. Roosevelt Boulevard
Key West, Florida 33040
305-809-3933 Office
305-292-8284 Fax
dblanc@keywestcity.com

Serving the Southernmost City

3066 US301 W32



THE CITY OF KEY WEST

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

To: Conch Republic Independence Day Celebration (leesee.keywest@gmail.com)

From: Division Chief/Fire Marshal Daniel Blanco

Date: 02/26/2014

Reference:

This office reviewed the special event application for the Artesian Street Fair to be held on April 26, 2014.

The following conditions apply:

- Any cooking, generator use or street closure that takes place on city property needs to have a Life Safety Inspection.
- Attached are the vendor regulations for special events.
- All street closures shall allow for emergency vehicle passage.
- 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).**

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

Danny Blanco, Division Chief/Fire Marshal

Key West Fire Department
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305-809-3933 Office
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Serving the Southernmost City

Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.

305-809-3933

Bed Race 2013

Recycle Report

1. Recycle can for bottles in front of 724 Duval (BSP)
2. Recycle can for bottles with city can at Petronia and Duval at start of event
3. Recycle can next to general trash can in front of the 801 Bourbon Bar
4. Recycle can next to general trash can next to a satellite bar in front of the old Derubeis Art Gallery, 716 Duval
5. Recycle can for bottles next to city can at conclusion of event. The bag is tied and prepared for transfer to our larger Waste Management recycle cans for pickup
6. BSP backup recycle cans in parking lot after event. Four cans are for bottles, one for plastics, and one for aluminum.
7. More backup cans after the event filled with bottle recyclables.
8. BSP's cardboard recycle dumpster after the event.
9. BSP's backup recycle cans in parking lot after the event. Four cans are bottles, one aluminum, and one for plastics.
10. City Recycle cans up and down Duval
11. Streets after event nice and clean and free of debris

We had another successful event this year and would like to thank the city of Key West for all their help. Without the amazing assistance of the city managers office, particularly Maria Ratcliffe, the process of creating such an event would be a lot more strenuous.

Financial for
Conch Republic
BED Races 2013

EXPENSES:

1. Decorations	\$50
2. Conch Republic event fee	\$1500
3. Entertainers	\$750
4. Insurance	\$500
5. Dj equipment	\$400
6. Advertising	\$1500
7. Police	<u>\$800</u>
Total:	\$5500

Sponsorship money raised:
\$5645.25

Sponsorship – EXPENSES = *\$145.25*

-NON PROFIT DONATION RAISED \$1000

BOTTOM LINE PROFIT= \$145.25

Event Name:

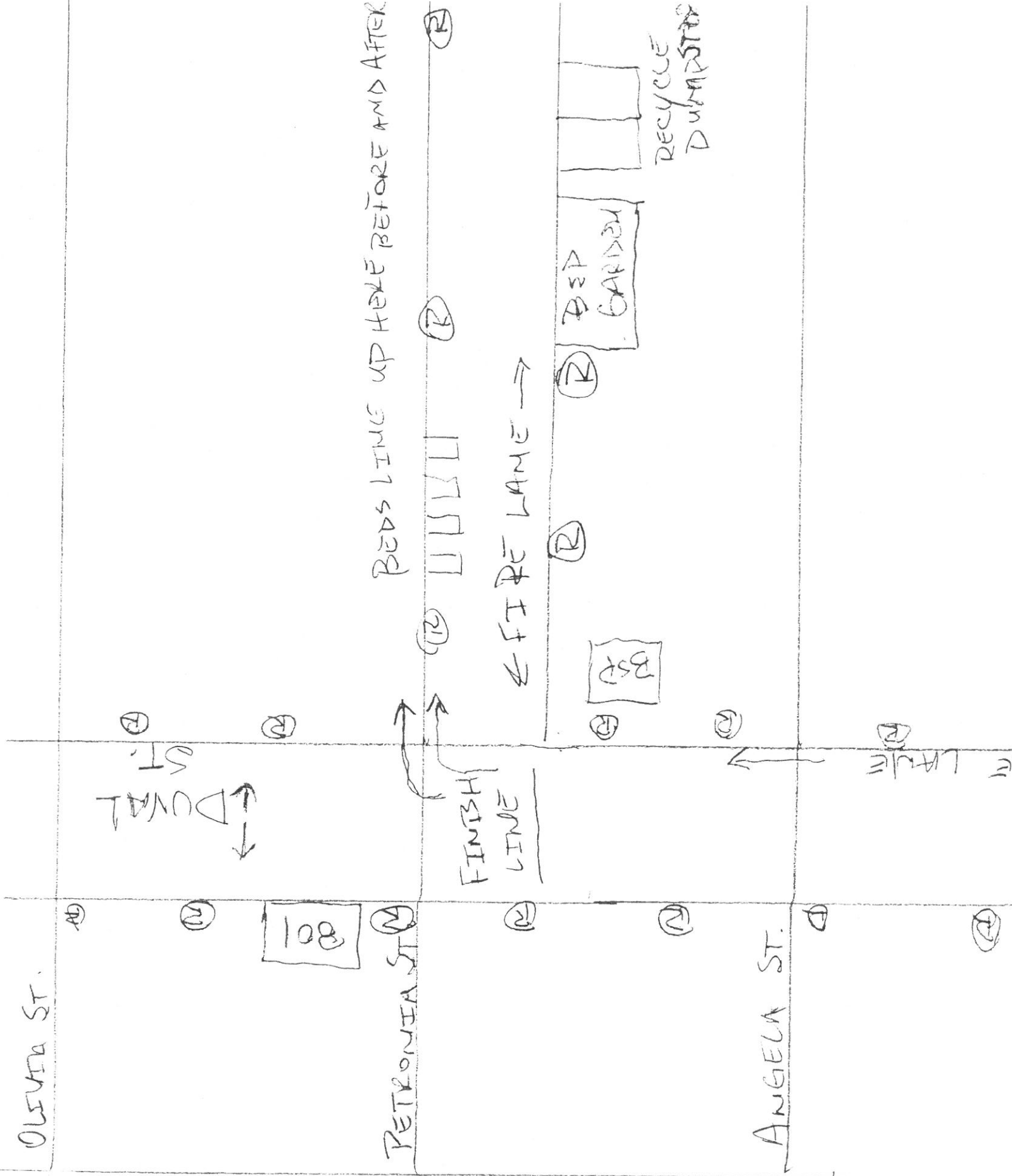
CONCHA REPUBLIC BOB PACO

Special Event Checklist

Everything must be checked off before submitting the special event application

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

HND RECYCLE PLAN



BEDS LINE UP HERE BEFORE AND AFTER

FIRE LANE

FINISH LINE

BSP GARDEN

RECYCLE DUMPSTER

108

OLIVIA ST.

PETRONIA ST.

ANGELA ST.

DURAL ST.

LITTLE ST.