

EVENT PERMIT



Ordinance 17-08

Christmas Sing-Along; Valentine's Day Opening Event

PERMIT NUMBER:

TMP2023-01208

Date(s) of Event:

December 3, 2023

February 14, 2024

Property Owner:

LEE COUNTY

Applicant:

Jackie Allen

941-694-2670

Description:

Royal Palm Players is a community theater in Boca Grande, Fl. Wine will be offered free

of charge at the Royal Palm Players event. December 3, 2023 from 5:30 PM until 7:00 PM is a community sing-along lead by some of the community theater's actors. February 14, 2024 is opening night for our annual comedy production and wine will be offered one

hour prior to the start of the show.

Location of event:

131 1ST ST W, BOCA GRANDE, FL 33921

Boca Grande Community Center

Will the event be attended by 1000 or more people?

No

Will the event be held on County Owned Property?

Yes

Will there be alcohol consumed or sold at the event?

To Be Consumed

Will a bond be posted for this event?

No

Permit Conditions:

- * Applicant must meet all event application requirements, including requirements of the sign-off agencies.
- * The premises is to be left in the same condition as it was prior to the event.
- * The permit is to be readily available for inspection during the entire event.
- * If this approval includes the sale or consumption of alcoholic beverages, no alcoholic beverages may be consumed 1 1/2 hours prior to the conclusion of the event and vacating the facility/property.

Board of County Commissioners Lee County, Florida

County Manager

Date



Event Application

Special Event

Use of County Property Alcohol within Lee County Facilities

Film, Video & Photography

Christmas Sing-Hongi Valentine's Day Opening Event

TMP2023-01208



Event Application

Check the appropriate box(es) below:

SPECIAL EVENT PERMIT
USE OF COUNTY PROPERTY PERMIT
$ abla_i $ Permit to sell and consume alcholic beverages within Lee county facilities
FILM PERMIT

Section I - GENERAL INF	ORMATION (All Permit Types)
Title of Event / Name of Production	Christmas Sing-along Valentine's Day Opening Night
Date(s) of Event / Production:	December 3, 2023 February 14, 2024
Location(s) of Event:	Boca Grande Community Center
Name of Applicant:	Royal Palm Players Inc
Applicant Address:	131 1st St West Boca Grande, FL 33921
Applicant Phone Number:	941-964-2670
Contact Person: (If different from applicant)	Jackie Allen
Contact Phone Number: (If different from applicant)	339-206-6777
Email Address:	jackie@royalpalmplayers.com
Estimated Attendance:	December 3, 2023 200 people; February 14, 2024 170 people
Event Description: Include each activity, when activities take place, etc.	Royal Palm Players is a community theater in Boca Grande, FL. Wine will be offered free of charge at 2 Royal Palm Players events. Dec 3rd 2023 is a Christmas community sing-along lead by some of our community theater's actors. February 14 is opening night for our annual comedy production and wine will be offered one hour prior to the start of the show.
Hours of Operation:	Dec 3, 2023 5:30-7:00pm; February 14, 2024 6pm-7pm
STRAP # of Parcel:	
Owner of Premises*:	

^{*}Notarized statement from the property owner specifically consenting to the proposed use required.



What is the Zoning Classification of the	e premises? Community Cente	er
Are any temporary structures to be ins	stalled for the event? Yes	No Type:
Do you have the appropriate permits f	or the temporary structures?	∏ Yes ∏ No
* For a 'Special Event' and 'Use of Couldentified, including all parking areas.	nty Property' permit, submit a site	plan with all proposed facilities and activities
Insurance Company Insuring the Even	t: Great American Insurance	Company
Note: Certificate of Insurance must be submitt	ed at time of application	
Surety Company Bonding this Event (I	Name and Address):	
Will Vehicles be Used as Part of This Event?	Will Food be Available at this I	Event? Will Alcoholic Beverages be served/consumed at this Event?
☐ Yes Xo	∏j Yes ⊠ No	⊠ Yes
If yes, automobile coverage must be included on the certificate of insurance.	If yes, products liability coverage m included on the certificate of insur	
Name & Address of Organization Providing Food:		
Type of Food being Served:		
Section II - USE OF COUNTY Organization Sponsoring the Event:	PROPERTY PERMIT	
Section III - SALE/CONSUMI	PTION OF ALCHOLIC BEVER	RAGES PERMIT
Is alcohol being sold/consumed on C	ounty Property?	X Yes X No
If Yes, then a "Lee County Alcohol Permit" is requi	red. Only non-profit organizations can sell alcoh	hol on County Property.
Non-profit certificate/registration no (Required if alcohol is to be <u>SOLD</u> at the event)		d free of Charge
Please note: A permit from the State of Flori	da Division of Alcoholic Beverages and Tol	bacco may also be required; pleਕੱਤੇe call (239) 344-0885 f



e of Production (TV Movie or Spe	choose all that appecial	oly): TV Series / Pilot		TV Commerci	al 🗀	Still Photos	
	nnouncement [Industrial / Documentary			•	Theater Show	
		•	I	other. <u>oom</u>	iriainey	meater onew	
•	wing be needed or	included*?					
	t Closure			T Yes	⊠ No		
Traffi	c / Crowd Control			Yes	No No	ı	
	or Burning			Yes	No	•	
Explo	sives or Pyrotechn	ics		Yes	⊠ No	•	
Anim	ials, Large or Small			☐ Yes	⊠ No		
Cons	truction of Any Kin	d		Yes Yes	⊠ No)	
Large	e and/or Numerous	s Vehicles		Yes	N N)	
	opters, Boats, etc.			☐ Yes	⊠ No)	
Stun	ts			Yes	⊠ No)	
Othe	r			☐ Yes	⊠ No)	
Special Parking R	equirements:	MANAGEMENT OF THE PROPERTY OF THE PARTY AND A THE PROPERTY OF THE PARTY OF THE PART		4 (2)-1-1			
City or County Se	ervices Required: (Personnel, equipment, facil	ities e	tc)			
	entransportant (Ar us manuscriptorus Arrangesta		
The following inf	ormation is requir	ed for local and state record	ds on r	roduction in El	orida to	track the economi	c imp:
_	•	t available, please estimate				don the coordinate	pr
Number in Cast:	15	Number in Crew: 3	3	Numb	per of loc	cals hired: 1	
Total budget:	\$4000; \$6000	Estimate amount s	pent ir	Lee County: \$4	4000	energy () Terrority (Section)	(26) Christian (1997)
Hotel room nights	\$:	Number of shooting	ng davs	:			
	number of rooms x num		5 1-				



SECTION 1 - SAFETY

The Applicant agrees to provide adequate traffic and crowd control, emergency medical services and any other items, at the Applicant's expense, required by Lee County to protect the health, safety and welfare of the public. Lee County shall have the power to review the proposal and require, as necessary, detailed plans, diagrams, and explanations to clearly outline to Lee County, exactly what the Applicant is proposing.

SECTION II - INSURANCE

The Applicant, at its sole expense, agrees to procure and maintain in force during the entire term of the application, liability insurance in the amounts determined by Lee County Risk Management to protect against damages or other claims arising from use of County property by the applicant or its guests. Other limits may also be established by Lee County Risk Management for events which will be serving or consuming alcoholic beverages at approved County property. The insurance policy must also include coverage for Applicant's contingent liability on damages, claims or losses. "Lee County Board of County Commissioners" must be named as "additional insured" on the Certificate of Insurance, and the Certificate must be delivered to Lee County prior to Applicant's use of the property. The Insurance may not be canceled during the term of the event, if this occurs, the County has the right to revoke approvals related to use of the County property for the event, without recourse by the applicant.

SECTION III - INDEMNIFICATION

The Applicant agrees to indemnify, release and save harmless Lee County against any and all claims, costs, demands, damages, judgments or injuries of any nature arising from the conduct or management of, or from any work or thing whatsoever done in or about said Lee County property or any building or structure appurtenant thereto or equipment thereof during the term of this Permit, or arising during such term from any act of negligence of the Applicant, Applicant's agents, contractors, or employees, or arising from any accident, injury, or damage whatsoever, however caused, to any person or persons, or to any property of any person, persons, corporation or corporations, occurring during the term of this agreement on, in, or about said Lee County property, and from and against all costs, attorney's fees, expenses and liabilities occurring in connection with any such claim or any action or proceeding brought thereon.

For film permit applicants: The permittee shall have on-site a responsible representative empowered with authority over the filming director, filming crews, participants and filming operation. Permittee shall indemnify, defend and hold harmless the county, its officers, agents and employees from and against all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind arising out of or occurring during the activities of the permittee, and resulting or occurring from any negligent act, omission or error of permittee, resulting in or relating to injuries to body, life, limb or property sustained in, about or upon the permitted premises or improvement thereto, or arising from the use of the premises.

SECTION IV - DELIVERY, ACCEPTANCE AND SURRENDER OF PREMISES

The Applicant agrees to accept the County property on possession as being in a satisfactory state of repair and in sanitary condition.

The Applicant must surrender the premises to Lee County in the same condition as when Applicant takes possession, allowing for reasonable use and wear, and damage by acts of God. Applicant agrees to remove all business signs or symbols placed on the premises by the Applicant before redelivery of the premises to Lee County, and restore the premises to the condition in which it existed before their placement. Any signs and markings created or used in connection with this event must be temporary and removable; painting roadways, trees or any other fixed object is strictly prohibited. Applicant agrees to clear the Lee County property of litter at the close of the event.



SECTION V - AGREEMENT

The Applicant agrees that Lee County can, at its sole discretion, terminate and cancel its permit to use Lee County property at any time without prejudice. Applicant further agrees to waive, release, save and hold harmless Lee County from any and all claims, demands or cause of actions based upon Lee County's cancellation or termination of said permit.

The Applicant agrees that the Lee County permit does not provide Applicant with any property rights in the County property in question or in the permit itself.

The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge.

Signature of Applicant

Signature of Applicant

Allen
Print Name of Applicant and Title

October 25,2023
Date

Date

October 25, 2023
Date



LEE COUNTY SHERIFF'S DEPARTMENT 14750 SIX MILE CYPRESS PARKWAY FORT MYERS,FLORIDA33912 (239) 477-1199

Check the approprio	ıte box(es) below:
☐ SPECIAL EV	ENT PERMIT
	UNTY PROPERTY PERMIT
	涎区 AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
FILM PERM	
AFTER REVIEWING THE WILL REQUIRE THE APPL	APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION ICANT TO COMPLY WITH FOR THEIR EVENT.
Parking:	Parking in authorized areas only. Right of ways should not be impeded.
Deputies (How Many?):	None are required for this event.
Fee for Services:	None are required for this event.
Special Arrangements:	
special Arrangements.	Alcoholic beverages must stay within the confines of the event. All amplified sounds must adhere to the Lee County Noise Ordinance.
	Print Name: Donning
	Signature:
	Title: Commandes

10 27 23

Date:



FIRE DEPARTMENT

The Fire Department serving the area where the event is to be held signs this form.

Please see User's Guide for contact information and Fire District Map.

Check the appropriate box(es) below:

SPECIAL EVENT PERMIT

<u> X</u> : USE OF COL	NTY PROPERTY PERIVITI	
	PPLICATION, PLEASE INDICATE BELOV ANT TO COMPLY WITH FOR THEIR EVE	V WHAT ARRANGEMENTS YOUR ORGANIZATION NT.
Fire Guards (How Many?)	NONE	
Fee for Services:	NONE	
Flammable Vegetation:	NONE	
First Aid Equipment:	NONE	
Fire Extinguishing:	NONE	
Special Arrangements:	In case of emergency - Dial 911	
	Print Name: C. W. Blosser Signature: Fire Chief Date: 10/25/2023	
Managementarium dengrafia (A. d. D. secondarium de secondo e con e tra e de e de e	Date: 10/25/2023	



EMERGENCY MEDICAL SERVICES / PUBLIC SAFETY 2000 Main St., Suite #100 FORT MYERS, FL 33901 (239) 533-3911

Check the appropriat	te box(es) below	:
☐ SPECIAL EVI	ENT PERMIT	
☑ USE OF COU	JNTY PROPERTY PE	RMIT
🔀 PERMIT TO	SELL AND CONSUN	ME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
FILM PERM	IT	
		SE INDICATE BELOW WHAT ARRANGEMENTS YOUR ANT TO COMPLY WITH FOR THEIR EVENT.
Treatment Facilities:	None necessary.	
Medical Personnel:	None necessary.	
Medical Supplies / Equipment:	None necessary.	
Safety Requirements:		ow all CDC and FDOH directives, and the Florida Governor's Executive health and safety, especially with regards to COVID-19 and the number of g at the event.
Fee for Services	Not applicable.	
Special Arrangements:	Please call 911 in t office at EMSDetai	he event of an emergency. To arrange special event coverage, contact our l@leegov.com.
	Print Name:	Douglas B. Higgins
	Signature:	Douglas B. Higgins Directory & State County Emergency Medical Douglas B. Higgins A. Higgins Directory & State County Emergency Medical Douglas B. Higgins A. Higgins A. Higgins A. Higgins A. Higgins Directory & B. Higgins A. Higgins Directory & B. Higgi
	Title:	Captain, EMS Operations
	Date:	October 25, 2023

Date:



DEPARTMENT OF TRANSPORTATION 1500 MONROE STREET FORT MYERS,FL33901 (239) 533-8580

Check the appropri	ate box(es) bel	ow:
SPECIAL EV	ENT PERMIT	
☑ USE OF CO	UNTY PROPERTY	PERMIT
🔀 PERMIT TO	SELL AND CONSU	JME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
☐ FILM PERM	IIT	
		LEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION LY WITH FOR THEIR EVENT.
Parking:	Park in designated	areas.
		n Lee County maintained road rights-of-way where parking is prohibited or where it passage of all traffic including pedestrians and bicyclists.
Ingress and Egress:	Use all established	means of ingress and egress.
	PRIOR TO PRIOR TO PRINCE SERVICE PRIOR TO A COMMISSION AND ADMISSION AND ADMISSION AND ADMISSION AND ADMISSION AND ADMISSION ADMISSION AND ADMISSION ADMISSI	
Special Arrangements:	Shall use Lee Coun	ty Sheriff's Office for assistance with traffic control as needed.
	Emergency vehicle County maintained	access and public vehicular access shall be maintained on all surrounding Lee roads.
	1	
	Print Name:	Nathan Thoman
	Signature:	Nathaniel C. Thoman Digitally signed by Nathaniel C. Thoman Date: 2023.10.31 08:28:24-04'00'
	Title:	Project Manager
	Date:	10/31/2023



LEE COUNTY PARKS AND RECREATION 3410 PALM BEACH BOULEVARD FORT MYERS,FLORIDA33916 (239) 533-7275

Check the appropr	iate box(es) bel	ow:
☐ SPECIAL E	VENT PERMIT	
IXI USE OF CO	DUNTY PROPERTY	PERMIT
PERMIT TO	O'SELL-AND CONSU	UME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
T FILM PERI	VIIT	
		LEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION PLY WITH FOR THEIR EVENT.
llumination:	N/A-This is an indo	or event
Parking Areas:	Event parking in de	esignate community center parking, only.
Special Arrangements	Alcohol cannot be	sold on site and consumption must stay in the areas designated by county staff.
		The second control of
	Print Name:	Colleen Via
	Signature:	A classical distribution of the control of the cont
	_	Callela Via
	Title:	Operations Manager
	Date:	10/30/2023
Boca - RPA SA	Bus	
12/3/2023 \$	2/14/2029	Page 10



LEE COUNTY RISK MANAGEMENT COUNTY ADMINISTRATION BUILDING - 4TH FLOOR 2115 SECOND STREET FORT MYERS,FLORIDA33901 (239) 533-2221

Check the appropriate	e box(es) belo	ow:
SPECIAL EVEN	IT PERMIT	
USE OF COUN	NTY PROPERTY	PERMIT
🔀 PERMIT TO SI	ELL AND CONSU	IME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
FILM PERMIT		
		LEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION LY WITH FOR THEIR EVENT.
nsurance Requirements:	occurrence to pro	eral liability insurance with minimum limits of One Million Dollars (\$1,000,000) per otect against bodily injury and/or property damage relative to applicants use of event within Lee County.
	(\$1,000,000) per (Liquor Liability insurance will be required with minimum limits of One Million Dollars occurrence. Should Host Liquor Liability coverage be afford under the Commercial policy, minimum acceptable limits will be Two Million Dollars (\$2,000,000) aggregate.
Special Arrangements:	political subdivis the certificate ho subrogation with	surance shall be submitted as evidence of the required coverage listing Lee County, a ion and Charter County of the State of Florida, P.O. Box 398, Fort Myers, FL 33902 as Ider and as an automatic additional insureds and includes an automatic waiver of regard to general liability. The certificate holder is an additional insured on a primary tory basis with regards to general liability. of insurance.
	Print Name:	Mike Figueroa
	Signature:	Mike from-
	Title:	Risk Program Manager
	Date:	October 27, 2023



LEE COUNTY VISITOR & CONVENTION BUREAU 2201 SECOND STREET, SUITE 600 FORT MYERS, FLORIDA 33901 (239) 338-3500

Check the appropriat	te box(es) below:
☐ FILM PERMI	T ONLY
	PPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION CANT TO COMPLY WITH FOR THEIR EVENT.
Special Arrangements:	
Other:	
	Print Name: Signature: Title: Date:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/13/2023

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).

to the certificate holder in lieu of such e				Statement O	m this continuate does in	n comer rights	
PRODUCER Italiano Insurance Svcs Inc			CONTACT NAME:				
441 Palm Ave	PHONE (A/C, No, Ext):	(941)-964-04	100 FAX (A/C, No):	(409) 722-2905			
Boca Grande, FL 33921	E-MAIL ADDRESS:	kathryn@ital					
				INSURER(S) AF	FORDING COVERAGE	NAIC#	
			INSURER A:	Great Ameri	erican Insurance Company 1669		
INSURED SPORTS AND RECREATION PROVIDE	RS ASSOC	IATION (PURCHASING GROUP) AND	INSURER B:				
ITS PARTICIPATING MEMBERS: Royal Palm Players			INSURER C:	***************************************			
P.O. Box 954, 131 1st Street West			INSURER D:	***************************************			
Boca Grande, FL 33921			INSURER E:				
	AN ENGTH PROGRAMME		INSURER F:				
	SHOW THE PARTY OF	E NUMBER: GAS126111	47-47-3404-01-340-340-44-4-4-4-4-4-4-4-4-4-4-4-4-4-4-		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES INDICATED. NOTWITHSTANDING ANY RETHIS CERTIFICATE MAY BE ISSUED OR INTERMS, EXCLUSIONS AND CONDITIONS OF INSPRESSIONS TYPE OF INSURANCE	EQUIREN MAY PE SUCH I	MENT, TERM OR CONDITION RTAIN, THE INSURANCE AFFO	OF ANY CONTRA PROED BY THE F HAVE BEEN REDU POLICY EFF	CT OR OTHE POLICIES DESC JCED BY PAID POLICY EXP	R DOCUMENT WITH RESI CRIBED HEREIN IS SUBJE CLAIMS.	PECT TO WHICH	
LTR TYPE OF INSURANCE INS	R WVD	TOLIOTROMBER	(MM/DD/YYYY)	(MM/DD/YYYY)	LIMITS EACH OCCURRENCE	\$1,000,000	
X COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED	\$1,000,000	
CLAIMS-MADE X OCCUR					PREMISES (Ea occurrence) MED EXP (Any one person)	\$0	
	χ	PAC 4725034	11/13/2023	02/14/2024	PERSONAL & ADV INJURY	\$1,000,000	
		77.00 17.20001	12:00 AM	12:01 AM	GENERAL AGGREGATE	\$2,000,000	
GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMP/OP AGG	\$2,000,000	
X POLICY PRO-					host liguor	included	
AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident)		
ANY AUTO					BODILY INJURY (Per person)		
ALL OWNED SCHEDULED AUTOS AUTOS					BODILY INJURY (Per accident)		
HIRED AUTO NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)		
					A or decident		
UMBRELLA LIAB OCCUR					EACH OCCURRENCE		
EXCESS LIAB CLAIMS-MADE					AGGREGATE		
DED RETENTION \$							
A Professional Liability	x	PAC 4725034	11/13/2023	02/14/2024	EACH OCCURRENCE	\$1,000,000	
			12:00 AM	12:01 AM	AGGREGATE LIMIT	\$1,000,000	
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHIC Covered Activities: Low Hazard Special Ev Surrender The Certificate Holder is added as an addit Scheduled Activities Exclusion Applies-	ent: RP	P Presents The Dining Room, sured but only with respect to li	RPP Presents A ability arising out	Boca Grande		•	
		OK 10/27/2023					
	•						
		Mike figure					
					Contraction of the state of the	THE RESERVE OF THE PROPERTY OF	
CERTIFICATE HOLDER			CANCELLATIO)N	THE PROPERTY OF THE PROPERTY O	KASSAT TO BE THE STATE OF THE S	
Lee County Board of County Commiss P.O. Box 398 Fort Myers, FL 33902	sioners		BEFORE THE EX	(PIRATION DAT	VE DESCRIBED POLICIES TE THEREOF, NOTICE WILL CY PROVISIONS.		
1 OIL WIYE 19, 1 E 30902		-				and the control of the state of	
			AUTHORIZED REPR		Insurance Svcs In	c	