

### **EVENT PERMIT**



Ordinance 17-08

### **Charleston Park Day**

**PERMIT NUMBER:** 

TMP2024-00154

Date(s) of Event:

April 27, 2024

Property Owner:

LEE COUNTY

Applicant:

Dawn Valdez-Dvis

239-728-8895

Description:

Celebration On April 27, 2024 from 11AM until 8:00PM Open with Awards

ceremony12:00PM until

1:00PM, Live music and Entertainment 1:00PM until 4:00PM Car Show 4:00PM until

8:00PM

Location of event:

2611 CHARLESTON PARK DR, ALVA, FL 33920

**Charleston Park** 

Will the event be attended by 1000 or more people?

Yes

Will the event be held on County Owned Property?

Yes

Will there be alcohol consumed or sold at the event?

No

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** 

ee County, Florida

County Manager Date

ftmpprmt\_specialevent.rpt

4-26-24



## **Event Application**

**Special Event** 

Use of County Property Alcohol within Lee County Facilities

Film, Video & Photography

Charleston Park Day

TMP2024-00154

### **Event Application**



### Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
   USE OF COUNTY PROPERTY PERMIT
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- PERMIT TO SELL AND CONSUME ALCHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

Title of Event / Name of Production	CHARLESTON PARK DAY
Date(s) of Event / Production:	APRIL 27, 2024
Location(s) of Event:	2611 CHARLESTON PARK DR ALVA
Name of Applicant:	CHARLESTON PARKNEIGHBORHOOD ASSOCIATION INC
Applicant Address:	2541 CHARLESTON PARK DR
	ALVA FL 33920
Applicant Phone Number:	239.728.8895
Contact Person: (If different from applicant)	DAWN VALDEZ-DAVIS
Contact Phone Number: (If different from applicant)	908.922.0420
Email Address:	charlestonpark1926@gmail.com
stimated Attendance:	1000
ivent Description: nclude each activity, when ctivities take place, etc.	12-1 OPEN WITH AWARDS CEREMONY 1-4 LIVE MUSIC AND ENTERTAINMENT 4-8 CAR SHOW
ours of Operation:	11AM-8PM
RAP # of Parcel:	25.43.27.00 07001.0220 25-43-27-00-0007-000
	LEE COUNTY PARKS & REC
wner of Premises*:	LLL OODINI I MINIO A NEO

<sup>\*</sup>Notarized statement from the property owner specifically consenting to the proposed use required.



What is the Zoning Classification of the I	oremises?	
Are any temporary structures to be insta	ılled for the event? ☐ Yes       No	Туре:
Do you have the appropriate permits for	the temporary structures?	Yes No
* For a 'Special Event' and 'Use of Count identified, including all parking areas.  Insurance Company Insuring the Event:	y Property' permit, submit a site plan wit Key Insurance	h all proposed facilities and activities
Note: Certificate of Insurance must be submitted		
Surety Company Bonding this Event (Na	me and Address): Keylnsurace 6326 Presid	ential Court Unit #4 Ft myers FL 33919
Will Vehicles be Used as Part of This Event?	Will Food be Available at this Event?	Will Alcoholic Beverages be served/consumed at this Event?
☐ Yes ☐ No	⋉ Yes No	Yes No
If yes, automobile coverage must be included on the certificate of insurance.	If yes, products liability coverage must be included on the certificate of insurance.	If yes, liquor liability coverage must be included on the certificate of insurance.
Providing Food:	ariuos Vendors Cultural Foods,ETC	
Section II - USE OF COUNTY PF	ROPERTY PERMIT	
Organization Sponsoring the Event: C	harleston Park Neighborhood	Association INC.
Section III - SALE/CONSUMPT	ION OF ALCHOLIC BEVERAGES P	PERMIT
Is alcohol being sold/consumed on Cou	nty Property?	Yes 🔀 No
If Yes, then a "Lee County Alcohol Permit" is required.	Only non-profit organizations can sell alcohol on County	y Property.
Non-profit certificate/registration num (Required if alcohol is to be <u>SOLD</u> at the event)	ber:	
Please note: A permit from the State of Florida	Division of Alcoholic Beverages and Tobacco may a	also be required; please call (239) 344-0885 for



Type of Production (choose  TV Movie or Special	all that apply).			
To Arc of Special	TV Carlos ( St.			
Public Service Announce	•	TV Comme		
Will any of the following be	ement	Other:	is to an armodonomic (A, march in a haste or memorial to march explanation) have been a provinced as a second state of the sec	n mannan magan makan an awaka wa 40 pa ka majana a mwaka na kalenda a makan a maka na ka ka ma a maka maka
Street Closure	i wilden			
Traffic / Crowd		✓ Yes	f" No	
Fire or Burning		[ Yes	∇ No	
Explosives or P		Yes	∇ No	
Animals, Large		Yes	∇ No	
Construction of		Yes	∇ No	
	umerous Vehicles	☐ Yes	∇ No	
Helicopters, Bo		Yes	No	
Stunts	ats, etc.		⋉ No	
		☐ Yes	No	
other		┌ Yes	┌ No	
This is not a film productions is not a film production is not a film p	tion we are requesting to have Contering the festivities	Charleston Pa	rk Dr on Rt 80 e	ntrance
		Charleston Pa	rk Dr on Rt 80 e	ntrance
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#### **SECTION I - 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 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

Dawn Valdez-Davis

Print Name of Applicant and Title

March 5, 2024

Date

Jerry Davis

Print Name of Witness

March 2024



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

PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES

Check the appropriate box(es) below:
SPECIAL EVENT PERMIT

☐ USE OF COUNTY PROPERTY PERMIT

AFTER REVIEWING THE WILL REQUIRE THE APP	E APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION PLICANT TO COMPLY WITH FOR THEIR EVENT.
Parking:	Parking for event will be in authorized areas only & right-of-way must not be impeded.
Deputies (How Many?):	4 deputies for security & presence and 1 deputy for traffic assistance.
Fee for Services:	Contact LCSO Details Unit
Special Arrangements:	Four uniformed deputies for security & presence while event takes place as well as one deputy for traffic assistance to ensure right of ways are not impeded and blocking traffic. Deputies will pair up to maintain LE presence by conducting proactive foot patrols throughout the event area. Deputies will not be positioned in one particular spot but will be moving around to maintain LE presence throughout. Second Precinct will provide additional manpower to supplement detail deputies and assist with event. Any amplified sounds must adhere to Lee County noise ordinances.
	Print Name: Date:



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

		(239) 533 <sub>-8580</sub>
Check the appro	priate boyle	s) bolow
R SPECIAL	EVENT PERM	or Delow:
☐ USE OF	COUNTY PROF	PERTY DEDA AT
- PERMIT	TO SELL AND	CONSTINE ALCOHOLIS
FILM PE	RMIT	CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
AFTER REVIEWING TH WILL REQUIRE THE AP	IE APPLICATIC PLICANT TO CO	ON, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION OMPLY WITH FOR THEIR EVENT.
Parking:		
	No event park	ing is permitted in Lee County maintained road right of ways.
Ingress and Egress:		
S S S S S S S S S S S S S S S S S S S	Please use all e	stablished means of ingress and egress.
,	Shall use Lee Co Emergency vehic County maintain	ounty Sheriff's Office for assistance with traffic control as needed. cle access and public vehicular access shall be maintained on all surrounding Lee ed roads.
	Print Name:	Nother Themes
	i inicivanie.	Nathan Thoman
	Signature:	Nathaniel C. Thoman Digitally signed by Nathaniel C. Thoman Date: 2024.03.19 07:16:48 - 04'00'
	Title:	Project Manager

03/19/2024

Date:

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

Check	the	appropriate	box(es)	below:
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SPECIAL EVENT PERMI	IT
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▼ USE OF COUNTY PROPERTY PERMIT

Date:

April 7, 2024

PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES FILM PERMIT

TER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT. None necessary. eatment Facilities: None necessary. edical Personnel: None necessary. edical Supplies / ipment: Applicants shall follow all CDC and FDOH directives, and the Florida Governor's Executive ty Requirements: Orders concerning health and safety. Not applicable. or Services Please call 911 in the event of an emergency. To arrange special event coverage, contact our al Arrangements: office at EMSDetail@leegov.com. Douglas B. Higgins **Print Name:** Digitally algued by Captain Douglas B. Signature: Higgins Date 2024.04.07 14:41:02 -04'00' Captain, EMS Operations Title:



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

Check the appropri	ate box(es) bel	ow:
	/ENT PERMIT	
USE OF CO	UNTY PROPERTY	PERMIT
PERMIT TO	SELL AND CONS	UME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
FILM PERM	1IT	
		LEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION LY WITH FOR THEIR EVENT.
Parking:	No event parking is	s permitted in Lee County maintained road right of ways.
Ingress and Egress:	Please use all estab	olished means of ingress and egress.
Special Arrangements:		nty Sheriff's Office for assistance with traffic control as needed. access and public vehicular access shall be maintained on all surrounding Lee I roads.
	]	
	Print Name:	Nathan Thoman
	Signature:	Nathaniel C. Thoman Digitally signed by Nathaniel C. Thoman Date: 2024.03.19 07:16:48 -04'00'
	Title:	Project Manager

Project Manager

03/19/2024

Date:





### LEE COUNTY PARKS AND RECREATION 3410 PALM BEACH BOULEVARD FORT MYERS, FLORIDA 33916 (239) 533-7275

		122) 333-1213
Check the approp	riate havles) h	elaw:
	EVENT PERMIT	elow,
	OUNTY PROPERT	TV DEDNAIT
T PERMIT T	O SELL AND CON	ISUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
FILM PER	MIT	ME VICCOLLOTIC BEASKAGES MILHIN LES COUNTA EVOLULEZ
AFTER REVIEWING TH WILL REQUIRE THE AP	E APPLICATION, PLICANT TO CON	PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION APLY WITH FOR THEIR EVENT.
Illumination:	Lighting Is not av	vailable. Any additional lighting is the responsibility of the event organizer.
Parking Areas:	Parking In design	nated parking areas only. A parking plan should be approved by site supervisor.
Special Arrangements:	Event organizer m	nust work with site supervisor on event details, litter pickup and hours of operation,
	Print Name:	Callean Via
	Signature:	Collee Che
	Title:	Countywide Service Manager

Charleton PK - Charles tou PK Day.

Date:

Page | 10

4/15/2024



### DEPARTMENT OF TRANSPORTATION 1500 MONROE STREET FORT MYERS, FL 33901 (239) 533-8580

Check the approprio	rte box(es) below:
	JNTY PROPERTY PERMIT SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
	APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION ICANT TO COMPLY WITH FOR THEIR EVENT.
Parking:	
Ingress and Egress:	
Special Arrangements:	
	Print Name:  Signature:  Title:  Date:



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

PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES

Check the	e appropri	iate box	(es)	bel	ow:
X	SPECIAL EV	VENT PER	MIT		

USE OF COUNTY PROPERTY PERMIT

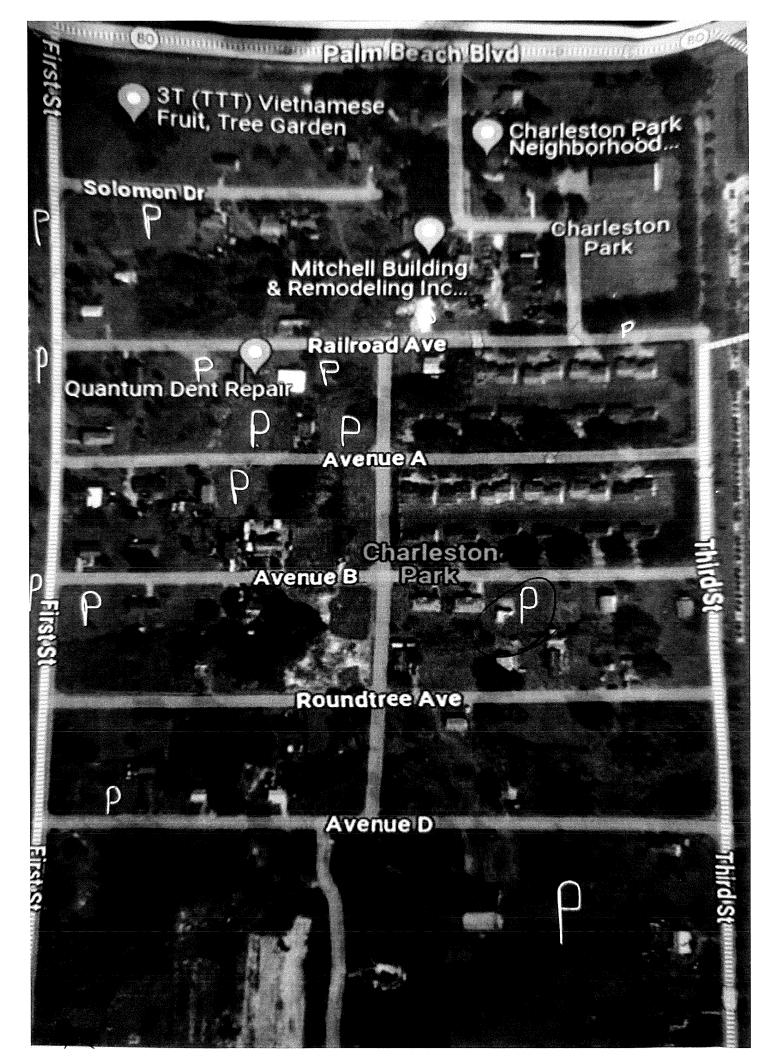
FILM PERMIT			
		LEASE INDICATE BELOW WHAT ARRANGEMENTS YO LY WITH FOR THEIR EVENT.	UR ORGANIZATION
Insurance Requirements:	employees, automatic w	a political subdivision and Charter County of the State and public officials are automatic additional insureds a raiver of subrogation with regard to general liability. Tl nal insured on a primary and noncontributory basis wi	and includes an he certificate holder
Special Arrangements:	P.O. Box 39	y, a political subdivision and Charter County of the Stat 98 s, Florida 33902	te of Florida
	Print Name:	Valerie Miller	
	Signature:	Volerii Mill	
	Title:	Risk Management Analyst	
	Date:	4.22.24	

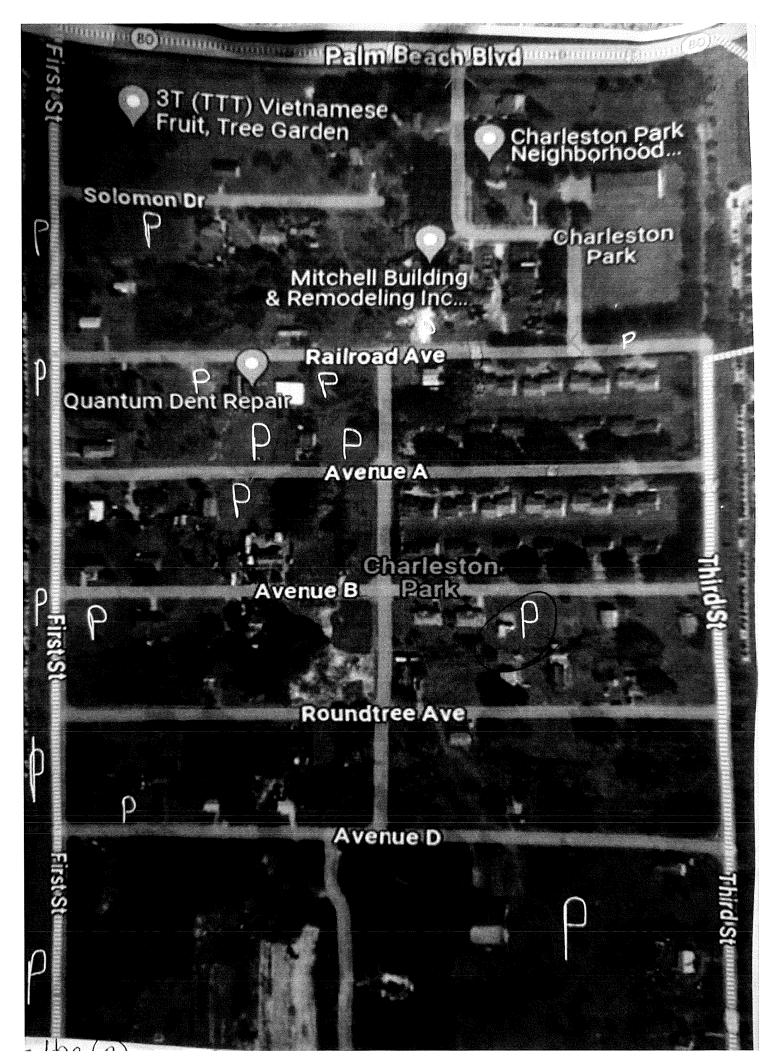
DATE (MM/DD/YYYY)

ACORDO C.	ERTIE	IC.A	TE OF LIABI	LITY	INSU	RANCE	. 4		2024
		A	CO DIA VINO MOTOR	MEERS A	O RIGHTS U	ON THE CER	TIFICATE HOLDER. THIS		
THIS CERTIFICATE IS ISSUED AS CERTIFICATE DOES NOT AFFIRM BELOW. THIS CERTIFICATE OF									
	AND THE	CERTIF	FICATE HOLDER.						
		SITIONIA	(applyable the notice/les)	must be	endorsed. If	SUBROGATIO	N IS WAIVED, subject to		
the terms and conditions of the pol	icy, certain p	olicles	may require an endorsemen	t. A stat	ement on this	certificate doe	s not conter rights to the		
certificate holder in lieu of such er	aorsement(s	i).							
PRODUCER KEY INSURANCE & FIL	NANCIAI	SE	RVICES LLC	CONTACT   Angel   Huertas   FAX   (A/C, No. Ed)   (239) 334-1683   CA/C, No. Ed)   (239) 334-1683   (239) 334-1683   CA/C, No. Ed)   (239) 334-1683					
6326 Presidential	Court,	Uni	t 4	E-MAIL ADDRESS: angeljgreggins@comcast.net					
Fort Meyers, FL 33	919			INSURER(S) AFFORDING COVERAGE NAJC#					
A104160				INSURER A: Burns & Wilcox/Scottsdale					
INSURED Charleston Par	k Neighb	orho	od Association	INSURER B :					
Nellie			<b>3</b>	INSURER C:					
2541 Charleston Park Dr Alva, FL 33920				INSURE					
Alva, FL 33920 239-728-8895				INSURE					
	OFF D 771	ICATE	NUMBER:	and the second second			REVISION NUMBER:	DOI:0:	projon 1
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INDICATED. NOTWITHSTANDING	ANY REQUI	KEMEN	THE INCHEANCE AFFORDE	D BY TH	F POLICIES D	DESCRIBED HI	EREIN IS SUBJECT TO A	LL THE	TERMS,
EXCLUSIONS AND CONDITIONS OF	F SUCH POLI	CIES. L	BI SHOWING IN THAT DE		POLICY EFF (MM/DD/YYYY)		LIMI		
INSR TYPE OF INSURANCE	IN	SR WVD	POLICY NUMBER		(MM/DD/YYYY)	(MM/DD/YYYY)	EACH OCCURRENCE		,000,000
GENERAL LIABILITY	LITTY .						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	100,000
X COMMERCIAL GENERAL LIABI	CUR						MED EXP (Any one person)	\$	5,000
CLAIMS-MADEOC	ı		SE 1111092		04/27/2024	04/28/2024	PERSONAL & ADV INJURY	<del></del>	,000,000
A		Y					GENERAL AGGREGATE	+ -	,000,000
GEN'L AGGREGATE LIMIT APPLIES	PER:						PRODUCTS - COMP/OP AGG	\$ 1	,000,000
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AUTOS AUTO	S						PROPERTY DAMAGE (Per accident)	\$	
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EXCESS LIAB CI	AIMS-MADE						AGGREGATE	\$	
DED RETENTION \$							WC STATU- OTI		
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N						E.L. EACH ACCIDENT	\$	
ANY PROPRIETOR/PARTNER/EXECUTIVO	(C	1/A					E.L. DISEASE - EA EMPLOY	EE \$	
(Mandatory in NH)  If yes, describe under DESCRIPTION OF OPERATIONS b	atow						E.L. DISEASE - POLICY LIMI	Т \$	
DESCRIPTION OF OPERATIONS B		$\neg$							
			1 100PD 404 1 180	e Schodula	if more space is	required)	1		<u>,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</u>
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	~m~1~r	7000	and public off:	rciars	S' MTTT :	De mamer	23 mi		
Additional Insured	on the I	iabi	ility portion of	this	policy,	includi	ng Products		
and Completed Operat	cions.				Ok 4	4.22.24	- No liquor Se	erve	d
							nill		
						vueru 1	10-0	<u> </u>	
CERTIFICATE HOLDER					ICELLATION			Programming and Principles	
LEE COUNTY B	OARD OF	co.	COMMISSIONERS	SH	OULD ANY O	F THE ABOVE	DESCRIBED POLICIES B	E CANO	ELLED BEFORE
PO BOX 398	3			THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.					
FORT MYERS	, FL.	3390	)2-0398	, A.	JOHN THINK			-	
FX 239-533	3-7960			AUTI	HORIZED REPR	ESENTATIVE	/		
					1.	JAX	1.1		
					and	1)/1	MULCO	All righ	te reserved
					0	1088-2010/10	CORD CORPORATION.	Aurign	la 10301VEU.

ACORD25 (2010/05)

The ACORD name and logo are registered marks of ACORD







Location #1 Address	City		State	e Zip	
	•		FL	3392	on.
2541 Charleston Park Dr Years At Current Location:	<u>Alva</u>		<u></u>	3352	:0
			2001-0-24-0-2002-0-0-0-0-0-0-0-0-0-0-0-0-0-0		
Event		Start Date	End Date	# of Attendees:	# of Consumers:
Wedding (applicant is the host of the	event)	4/27/2024	4/27/2024	500	
What is the full mailing address of th	e Additional Insured?				
PO Box 398, Fort Myers, I What is the name of the Additional In					
✓ Lee County Board of County Will the event feature firearms? Will the event feature overnight cam		s on the event's	premises?		☐Yes ☑No
Will spectators be permitted in the w Will the event feature fireworks?	ater (swimming, boati	ng, fishing, etc.)'	?		☐Yes ☑No
III. Limit of Insurance					
Please select a limit:	'Aggregate				
Limits of Liability Occurrence/					
•	1 Will match the Occ	currence Limit			
☐ \$1,000,000/\$2,000,000  Additional Quote Information		currence Limit			
S1,000,000/\$2,000,000  Additional Quote Information Personal & Advertising Injury	Will match the Occ	currence Limit			
S1,000,000/\$2,000,000  Additional Quote Information Personal & Advertising Injury Products Aggregate Damages to Premises Rented Medical Payments	Will match the Occ See L-535 \$100,000.00 \$1,000.00				
S1,000,000/\$2,000,000  Additional Quote Information Personal & Advertising Injury Products Aggregate Damages to Premises Rented	Will match the Occ See L-535 \$100,000.00 \$1,000.00		ability Limits.		
S1,000,000/\$2,000,000  Additional Quote Information Personal & Advertising Injury Products Aggregate Damages to Premises Rented Medical Payments	Will match the Occ See L-535 \$100,000.00 \$1,000.00		ibility Limits.		