



# CITY OF PANAMA CITY SPECIAL EVENTS PERMIT APPLICATION

Check all that apply:

Parks:  Parade: \_\_\_\_\_ Marina: \_\_\_\_\_ Festival: \_\_\_\_\_  
Run/Walk:  Block Party: \_\_\_\_\_ Group Feeding: \_\_\_\_\_  
Remembrance

1. Applicant's Name: Kelly Byrns-Davis
2. Address: 26 W. Oak Avenue, PC, FL 32401
3. Telephone Number Day: 850-819-9167 Evening: 850-819-9167  
Cell#
4. Name, Address, Telephone Number of Organization:  
Bay, Franklin, Gulf Healthy Start Coalition  
26 W. Oak Avenue, PC, FL 32401  
850-872-4130 x102
5. Authorized Head of Organization: Sharon Owens
6. Chairperson's Name: Kelly Byrns-Davis  
Address: 213 Blue Sage Road, PCB, FL 32413
7. Name of Event: Healthy Start Walk To Remember
8. Purpose of Event: Remembrance
9. Date(s) of Event: Saturday, September 28<sup>th</sup> 2019
10. Event Times: Assembly: 6AM Start: 9AM End: 12 noon
11. Assembly Location: Oaks By The Bay
12. If more than one day, list other dates/times: N/A

13. Approximate number of persons, vehicles, animals, type of animals, description of vehicles: N/A  
200 people at Remembrance Ceremony
14. Approximate number of spectators expected: 200
15. Description of activities (Music group, political speaker, food, etc):  
Testimonies, Short remembrance walk,
16. Description of public facilities to be used: Park and Stage Area.
17. Route (COPY OF MAP MUST BE ATTACHED): N/A
18. Will the parade occupy all or part of the street? N/A
19. Length of parade or run in miles: N/A
20. Interval to be maintained between units in feet: N/A
21. Description of recording equipment, sound amplification devices, banners, signs, or attention getting devices:  
Microphone + Speakers Set up on Stage.
22. Will the event involve open flame, incendiary devices, or pyrotechnics? If yes, explain. (The Fire Department must be consulted)  
NO
23. Will alcoholic beverages be sold or served: NO  
(Map must clearly indicate egress from alcohol consumption area)

Type of alcohol served: <sup>N/A</sup> Beer: \_\_\_\_\_ Wine: \_\_\_\_\_ Liquor: \_\_\_\_\_

Time Start: \_\_\_\_\_ Time End: \_\_\_\_\_

N/A

\*\* NOTE: Organizer is responsible for obtaining any applicable State Alcohol, Beverage, Tobacco (ABT) licenses.

- 24. Grey water plan: \_\_\_\_\_
- 25. Clean up plan: Volunteers will assist with picking up trash and leaving park in good condition.
- 26. I have read and agree to comply with the conditions set forth in the City of Panama City Special Events Handbook in accordance with Chapter 17 of the City of Panama City Municipal Code. KBO Initials
- 27. Organizer assumes all responsibility for any and all damages sustained to park site and will reimburse City for any and all damages, including labor costs. I understand that I must abide by the Regulations as set forth in City of Panama City Ordinance 22.31-22.42 and the rules of the Department of Leisure Services. KBO Initials (Park Reservations ONLY!)
- 28. I understand that this application is not approved until it is signed off by the appropriate departments and is approved by the City Commission (if required). KBO Initials
- 29. Permit fee: \_\_\_\_\_ Date paid: \_\_\_\_\_

Application shall be filed not less than sixty (60) days nor more than one hundred eighty (180) days before the date on which the event is to be conducted.

**REQUIRED SIGNATURES**

Applicant: Kelly Byrns Davis  
Leisure Services: T. Farris  
Public Works: \_\_\_\_\_  
Marina: \_\_\_\_\_  
Fire Department: \_\_\_\_\_  
Police Department: [Signature]

# INDEMNITY AND HOLD HARMLESS AGREEMENT

**IN CONSIDERATION** of the City of Panama City, Florida ("City") approving the use of the City's streets and other City properties by the Undersigned, the Undersigned agrees to indemnify and hold harmless the City, its agents, employees and assigns, from any and all claims, demands, damages, actions, causes of actions, or suits for injury or death to any person and damages to property of others, including the property of the City, arising out of or from the use of the City's streets and properties or from the sale, consumption or possession of alcoholic beverages by those attending or participating in the activities sponsored by the Undersigned, as well as any injury resulting from the previous negligence of the City regarding the construction and maintenance of its properties.

The Undersigned represents that (1) the Undersigned has read and understands the terms of the foregoing Indemnity and Hold Harmless Agreement, (2) that the Undersigned's execution of this instrument constitutes its free and voluntary act, (3) that the execution hereof is made without any representations of inducement or otherwise by those indemnified hereby; (4) that this Agreement has been properly approved by the Undersigned and if applicable in accordance with its organizational structure, and (5) that no other signature other than the one affixed to this document is necessary to make this indemnity and hold harmless agreement binding on the Undersigned or its organization.

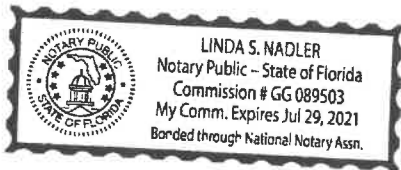
**IN WITNESS WHEREOF**, the Undersigned has hereunto set its hand and seal, this 9<sup>th</sup> day of April 2019

Signed, sealed and delivered  
in the presence of

Linda S. Nadler

Print Name of Witness

Linda Nadler  
Print Name of Witness



Healthy Start Coalition, Bay, Franklin + Gulf  
Print Name of Organization or  
Individual

Kelly Burns-Davis  
Signature

Kelly Burns-Davis  
(Print Name)

Title: Program Coordinator/FIMR  
Print Name and Title if acting on Behalf of  
Above Organization

**CITY OF PANAMA CITY, FLORIDA  
TEMPORARY HYDRANT METER  
SERVICE AGREEMENT**

The undersigned requests and acknowledges receipt of a fire hydrant meter to be set at \_\_\_\_\_  
for a period not to exceed \_\_\_\_\_ days. (180 day maximum)

The undersigned accepts full responsibility of said meter and agrees to adhere to all rules and procedures set forth herein, including but not limited to the following:

- ◆ Hydrant meters shall be furnished, installed, relocated, and removed by Utilities Department personnel only. The meter shall remain the property of the City and shall be subject to the exclusive control of the Utilities Department. The City reserves the right to deny use of temporary hydrant meters, when in the sole judgment of the Utilities Department, such use is inconsistent with City policy or with the public health and welfare. Privately owned hydrant meters may be used only with prior approval of the Utilities Department and shall be subject to all other provisions of this agreement.
- ◆ Customers shall be supplied with temporary water service at regular commercial consumption rates upon written application by such customers, agents, or other responsible parties and upon payment of a required service deposit and a non-refundable connection fee. The deposit shall be held by the City as a guarantee for the loss or damage of its equipment and the payment for water used. Upon final determination of all applicable charges and the discontinuance of service, such charges shall be deducted from the deposit and the balance, if any, returned to the customer.
- ◆ All hydrant meters shall be read on a monthly basis by Utilities Department personnel. Service agreements shall be paid in full not less than every 30 days. Failure to comply with any provision of this service agreement shall result in the immediate termination of service and removal of the temporary meter. Disputed charges shall be subject to resolution through the same departmental policies /procedures as other permanent meter services.

- ◆ Customers shall be liable for all damages, repairs or replacements of the hydrant meter, meter assembly, fire hydrant, hydrant assembly, connections and other appurtenances, including the City water distribution system, normal wear and tear excepted.
- ◆ Upon the failure of a customer to pay all such applicable costs, the City shall assess such additional fees, penalties, or other remedies as may be provided according to the Code of Ordinances of the City.
- ◆ Customers shall install City approved backflow prevention devices at each hydrant meter connection as may be reasonably required to protect the public drinking water supply from cross-connections or contamination. The customer shall be responsible for the periodic inspection and testing of such backflow device to ensure that such device is in good working order.
- ◆ Customers shall abide by all applicable provisions of Chapter 24 of the Code or Ordinances of the City of Panama City entitled "Utilities" and such other rules and policies as may be required by the Utilities Department or the City to enforce such provisions.

Date	Company Name
Printed Name & Title	Address
Signature	Telephone #

\*\*\*\*\*

For Office Use Only:      Service Deposit: \$450.00      Connection Fee \$90.00

Work Order # \_\_\_\_\_ Meter No. \_\_\_\_\_ Beginning reading \_\_\_\_\_

Location \_\_\_\_\_ Hydrant # \_\_\_\_\_

Final reading \_\_\_\_\_ Date removed \_\_\_\_\_



This application was submitted to the City Commission for consideration and the following action was taken:

Approved  
 Disapproved

\_\_\_\_\_  
Date of Action by Commission

# Permit Fees Remittance Sheet

- Permit Application Fee \$ 100.-
  - Block Party \$
  - Security Deposit \$ 250.-
  - Police / Security \$
  - Public works - Electrical Connections \$
  - Public Works - Trash Carts \$
  - Utilities - Water \$
- Total \$ 350.- \$ 5604

Proof of Liability Insurance received Date     

DOT Permit (if required) Date     

Panama City Fire Dept. Authorization Sheet (if required) Date     

Payment received:

Kelly Byers-Davis Organizer Signature Date 4-17-19

M. Baynell Witness Signature Date 4-17-19

Email: Kellyhs@comcast.net



