

Memo

To: Chief Scott Ervin
Chief of Police

VIA Chain of Command

From: Missy Bagwell 850 872-3199

Date: 8/21/19

Re: Beach Care Services Dinner at the Bay

Attached is a special event application for Beach Care Services Dinner at the Bay, October 8, 2019 at Shrimp Boat and adjacent public parking lot. A road closure has been requested for ~~Bayview Ave from Beck to~~ 11th St. It is a fundraising event and they are expecting around 800 attendees. They will assemble at 4pm, the event will begin at 5pm and end at 9pm. They will have food, alcohol and music.



CITY OF PANAMA CITY SPECIAL EVENTS PERMIT APPLICATION

Check all that apply:

Parks: _____ Parade: _____ Marina: _____ Festival: _____

Run/Walk: _____ Block Party: Group Feeding: _____

1. Applicant's Name: Beach Care Services
2. Address: 6816 Thomas Dr. Panama City Beach, FL 32408
3. Telephone Number Day: (850) 338-4578 Evening: _____
4. Name, Address, Telephone Number of Organization:
Host Shrimp Boat: 1201 Beck Ave
Panama City, FL 32401
5. Authorized Head of Organization: Talena Granberg President
6. Chairperson's Name: Shannon Richmond
Address: 1201 Beck Ave, PC FL 32401
7. Name of Event: Beach Care Services Dinner at the Bay
8. Purpose of Event: Fundraiser
9. Date(s) of Event: 10/8/19
10. Event Times: Assembly: 10:00 AM Start: 4:00 PM End: 9:00 PM
11. Assembly Location: 12th street only
12. If more than one day, list other dates/times: NA

Permit Fees Remittance Sheet


| | |
|--|------------------------|
| <input type="checkbox"/> Permit Application Fee | \$ <u>100.-</u> |
| <input type="checkbox"/> Block Party | \$ <u>50.-</u> |
| <input type="checkbox"/> Security Deposit | \$ <u>250.-</u> |
| <input type="checkbox"/> Police / Security | \$ <u>280.-</u> |
| <input type="checkbox"/> Public works - Electrical Connections | \$ <u>300.-</u> (8) |
| <input type="checkbox"/> Public Works - Trash Carts | \$ <u>200.-</u> (20) |
| <input type="checkbox"/> Utilities - Water | \$ <u>N/A</u> |
| Total | \$ <u>1180.-</u> 55639 |

Proof of Liability Insurance received Date _____

DOT Permit (if required) Date _____

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

Payment received:

| | |
|---|------------|
| Organizer Signature | Date _____ |
|  | Date _____ |
| Witness Signature | Date _____ |

13. Approximate number of persons, vehicles, animals, type of animals, description of vehicles:

~~N/A.~~ 600-650 PEOPLE, TRAILERS, TRUCKS,
800 PEOPLE, PERSONAL VEHICLES, 3 DRINK KIOSKS

14. Approximate number of spectators expected: 800

15. Description of activities (Music group, political speaker, food, etc):

3 BANDS, 2 INSIDE, 1 OUTSIDE FROM 5-9AM
FOOD, ALCOHOL SERVED INSIDE & OUTSIDE. 3
KIOSKS W/ FOOD & ALCOHOL.

16. Description of public facilities to be used: GRAVEL PARKING LOT
ON BAYVIEW.

17. Route (COPY OF MAP MUST BE ATTACHED): FRONT OF STRAMP
BOAT ON BACK TO REAR OF BUILDING DOWN
BAYVIEW AND END AT 11TH CT.

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:

MUSIC SETS INCLUDE
SPEAKERS, MICROPHONES, & SOUND EQUIPMENT. SIGNS
ADVERTISING POOL & BEVERAGE.

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: YES.
(Map must clearly indicate egress from alcohol consumption area)

Type of alcohol served: Beer: Wine: _____ Liquor: _____
Time Start: 4:00 pm Time End: 9:00 pm

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

24. Grey water plan: N/A

25. Clean up plan: Staff to clean/Breakdown at end of event.

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. TG 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. TG 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). TG 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:

Talena Hauburg

Leisure Services:

Public Works:

Marina:

Fire Department:

Police Department:

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 _____ day of _____ 20____

Signed, sealed and delivered
in the presence of

Print Name of Witness

Print Name of Witness

Beach Care Services

Print Name of Organization or
Individual

Talena Grawburg
Signature

Talena Grawburg
(Print Name)

Title: President
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

PARADE PERMIT/STREET CLOSURE APPLICATION

NOTE: No devices to create holes in the sidewalks or asphalt roadways are allowed. Any markings made on pavement, sidewalks, or roadways shall be made with chalk.

1. Applicant's Name: Beach Care Services/Shrimp Boat
2. Address: 1201 BECK AVE. PANAMA CITY, FL 32401
3. Telephone Number Day: (850) 215-1084 Evening: SAME
4. Name, Address, Telephone Number of Organization:
SHRIMP BOAT 1201 BECK AVE. PANAMA CITY, FL 32401
(850) 215-1084
ADAM GOLF (502) 609-2049
5. Authorized Head of Organization: JOSE GALLEGO
6. Chairperson's Name: ADAM GOLF
Address: 1201 BECK AVE. PANAMA CITY, FL 32401
7. Date(s) of Event: 10/8/19
8. Name of Event: BEACH CARE SERVICES DINNER AT THE BAY
9. Purpose of Event: FUNDRAISER
10. Route (COPY OF MAP MUST BE ATTACHED): BAYVIEW AT BECK TO
BAYVIEW AT 1ST CT.
11. Approximate number of persons, vehicles, animals, type of animals, description of vehicles:
800, PERSONAL VEHICLES, NO ANIMALS
12. Date & Time of Event: Assembly 4PM Start: 5PM End: 9PM
If more than one day, list other dates/times: _____
13. Will the parade occupy all or part of the street? All Part N/A
14. Length of parade or run in miles: N/A
15. Assembly area/route: N/A
16. Interval to be maintained between units in feet: N/A
17. If parade/street closure is to be held by someone other than the applicant, applicant shall file a letter with the Chief of Police from the person proposing authorization in order for the applicant to apply for a permit.
Permit fee: \$5.00 Date paid: _____, 20____

Application shall be filed not less than sixty (60) days nor more than ninety (90) days before the date on which the event is to be conducted.

Parade Permit/Street Closure Application (Continued)

Approved

Disapproved

Field Services Commander

APPLICANT PLEASE NOTE: All barricades required for the function to be supplied by the Applicant. Event sponsors should contact the Public Works Department at 872-3005 to coordinate assistance they may need with electrical hookups, refuse containers, etc.

Field Services Commander's Comments:

Assigned to: _____

Plan of Action / After Action Required

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

Approved _____

Disapproved _____

BUSINESS / ORGANIZATION EXTRA DUTY REQUEST

Date of Request 8-20-19
 Name of Business / Organization Beach Care Svcs / Shrimp Boat
 Address 1201 Beck Ave PC 32401
 Phone (850) 338-4578 Fax _____
 Contact Person Shamon Richmond
 Dates and times needed 10-8-19 4:00 pm - 9:00 pm
 Type of event Fundraiser
 Nature of duties to be performed by officers Traffic monitor, Security

Expected attendance 800
 Anticipated problems Parking, Traffic
 Number of officers requested 4

Will officers be needed on a recurring basis? () Yes () No

Method of Payment _____

I understand that officers shall receive a minimum hourly fee of \$25.00 and will be paid for a minimum of 4 hours regardless of the length of the detail.

Signature Talena Chawburg Date 9-12-19
 Business/Organization Representative

To Be Completed By Department Personnel

Uniform presence: () Uniformed () Alternative Uniform () Plain Clothes

Signature _____ Date _____ Approved () Disapproved ()
 Supervisor of Extra Duty

Signature _____ Date _____ Approved () Disapproved ()
 Chief of Police / Designee

Site Map Legend

- 1.) My Paint Party
- 2.) Photobooth
- 3.) CC-Payment Princess
- 4.) Shimmering Seas
- 5.) Skywheel
- 6.) Dixie Vodka Sampling
- 7.) DiBacco Wine Station
- 3.) Main Bar
- 9.) Stage
- 10.) Beach Jeep placement
- 11.) BCS welcome tent

