



CITY OF CORAL GABLES SPECIAL EVENTS APPLICATION & PERMIT

Permit #: 2019-1107

Applicant Information	Legal Name of the Permit Applicant (Company or Individual): Coral Gables Chamber of Commerce, Inc		Today's Date: 9.9.19	
	Contact Person for this Permit Application: Mark A. Trowbridge ← c/o Eric Simons			
	Contact Person Phone: 305-446-1657	Contact Person Fax: 305-446-9900	Contact Person Email: esimons@coralgableschamber.org	
	Permit Applicant Address: 224 Catalonia Avenue	City: Coral Gables	State: FL	Zip: 33134
	Permit Applicant Phone:	Permit Applicant Fax:	Permit Applicant Email:	
	Is the Contact Person an Officer of the Legal Entity? <input checked="" type="checkbox"/> YES* <input type="checkbox"/> NO**			
	*If YES, attach verification from Sunbiz.org. attached.			
	**If NO, go to next question			
	Is the Contact Person an Authorized Agent of Applicant? <input type="checkbox"/> YES* <input type="checkbox"/> NO			
	*If YES, Contact Person (Authorized Agent) must provide the City with a Limited Power of Attorney evidencing that they are authorized to execute legally binding contracts on behalf of the permit applicant.			
Event Information	Name of Event: Burgerlicious 2019		Event Date(s): NOV 7, 2019	
	Hours of Event: 5:30 - 10:00 pm	Set-up Time: 7:00 am	Take Down Time: 10:30 pm	
	Location of Event: Ponce Circle Park		Is Location Reserved?: YES	
	A list of all staff, monitors, and volunteers assisting in this event and must be provided with this application including a sample of the badge or unique name tag that will be used at the event identifying your staff, monitors and volunteers from the participants and/or general public.			
	Anticipated Attendance: 1,500		Admission Fees: \$50 / \$150 vip	
	# of year's event has been in existence?: Nine (9) years	Previous Location(s)? Ponce Circle Park	Past Attendance:	
	Event Description: (Provide an attachment if additional space is needed.) Annual Burger competition between 20-25 of Coral Gables restaurants for best burger. There will be live entertainment.			

PW: Simons/2345.

Schedule of Fees, Performance Bonds and Exceptions

A. The schedule of fees, bonds and exemptions for special events shall be as follows:

SPECIAL EVENT FEE STRUCTURE				
Event Type	Base Fee			
	<i>(Does not include Additional fees as described further below)</i>			
	1 day	2 day	3 day	4 days
NON-PROFIT/GOVERNMENT ORGANIZED EVENT				
Event of up to 500 persons/day	\$300	\$450	\$550	\$700
Event between 500 - 1,000 persons/day	\$400	\$700	\$950	\$1,150
Event of more than 1,000 persons/day	\$500	\$900	\$1,200	\$1,500
FOR-PROFIT EVENT				
Event of up to 500 persons/day	\$600	\$1,000	\$1,300	\$1,500
Event between 500 - 1,000 persons/day	\$800	\$1,400	\$1,800	\$2,100
Event of more than 1,000 persons/day	\$1,000	\$1,800	\$2,400	\$2,800

*** All applications must be received 30 days in advance of date or a 25% additional fee will be applied.**

- B. The City may waive one or more of the enumerated charges for nonprofit organizations based upon experience with previous events, size, duration, location, nature of the event and the likelihood of un-removed litter or damage to property. In the event that the nonprofit organization demonstrates that it has contracted for clean-up activities with a city-approved group, the performance bond shall be waived.
- C. Neighborhood or block parties shall be exempt from the provisions of this article so long as no commercial activity is conducted, no admission fee is charged, and members of the general public are not allowed access. Provided, however, that individuals or organizations should notify the City Manager's Office when a neighborhood party is planned so that police, fire, and other emergency service organizations will be aware of the time, place, and scope of the event.
- D. The closing fee set forth in this article shall be construed as being in addition to other fees or charges imposed for labor, materials, police or fire protection services, or any other charges for City services incidental to the assembly or street closing and other fees shall still be levied and collected in addition to the closing fee herein provided.
- E. Political or public issue events shall be exempt from the provisions of this Section. Individuals or organizations planning such an event shall notify the City Manager's Office when a political or public issue event is planned so that police, fire, and other emergency service organizations will be aware of the time, place, and scope of the event and the name or names of persons in charge.
- F. Funeral processions shall be exempt from the terms of this article.
- G. ADA Notice: The City welcomes individuals with disabilities. To request a modification to a policy, practice or procedure or to request an auxiliary aide or service (such as a sign language interpreter) in order to participate in a City program, activity or event (all events not organized by the City are the responsibility of the event organizer to provide all necessary requirements), please contact the City's ADA Coordinator Raquel Elejabarrieta or the Director of the sponsoring department at least seven (7) days in advance where circumstances permit. ADA Coordinator Raquel Elejabarrieta may be reached by email: ada@coralgables.com, or by telephone: 305-722-8686 (voice) or 305-442-1600 (TTY/TDD).
- H. All Expanded Polystyrene (Styrofoam) containers is prohibited. Special events permittees and their subcontractors are prohibited from selling, using or providing food/drinks in, or offering the use of, expanded polystyrene articles. Upon warning, the permittee or subcontractor must discontinue use. Failure to do so within a reasonable amount of time may lead to the discontinuation of the service, sale or participation in the event. Violations may also lead to the imposition of fines, the revocation of the permit, the placement of conditions on future special events permits or the denial of future special events permits. (Sec. 62-230, City of Coral Gables Code) <http://coralgables.com/index.aspx?page=1203>
- I. Applicant must comply with such other requirements the City may deem necessary in order to provide for traffic control, street and property maintenance, and the protection of the public health, safety and welfare.


Event Fee \$ 500 Performance Bond \$ _____

* Fees are set by the Parks and Recreation Director. The Performance Bond must be issued by a separate check and all checks must be made payable to the City of Coral Gables.

Indemnification:

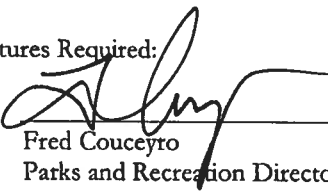
For and in consideration of the City of Coral Gables consent to allow the Applicant to hold a Special Event, Parade or Public Assembly (as defined by City Ordinance) within the limits of the City of Coral Gables, the Applicant agrees as follows:

The Permit Applicant jointly and severally, hereby hold harmless, indemnify and defend the City of Coral Gables, its representatives, officers, agents, affiliates, employees, the administration and elected and appointed officials from and against all liability, suits, actions, claims, costs, expenses or demands (including, without limitation, suits, actions, claims, costs, expenses or demands resulting from death, personal injury and property damage) or expenses of every kind and character, including reasonable attorney's fees, costs and appeals, arising or resulting in whole or in part, as a result of any tort, intentional action, negligent acts or omissions on the part of the Permit Applicant or any of the participants of the Event outlined in this application. This indemnification provision shall survive the termination of this contract and shall be in full force and effect beyond the term or termination of this contract, however, terminated. This indemnification provision includes claims made by the entitlement, if any, to immunity under section 440.11, Florida Statutes. Nothing contained herein shall be construed as a waiver of any immunity or limitation of liability the City may have under the doctrine of sovereign immunity of section §768.28, Florida Statutes.


 Signature of Authorized Agent or Applicant _____ Date 9.9.19
Erica Simon Director of Programs & Events
 Print Name Title
224 Catalonia Ave Coral Gables, FL 305-446-1657
 Address City/State/Zip Code 33134 Phone

Subscribed and sworn to before me, this _____ day of _____ 20_____.

Approval Signatures Required:

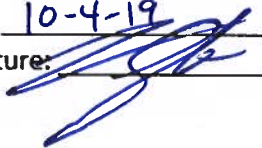

 Fred Couceyro
 Parks and Recreation Director

 Troy W. Easley
 Fire Division Chief

Notary Public State of Florida at Large

 Brian Lawrence
 Police Major

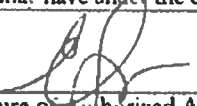
 William Ortiz
 Code Enforcement Director

Application, performance b	Development Services Permits Required for event Tent Permit <input type="checkbox"/> yes <input checked="" type="checkbox"/> no Stage or structure Permit <input checked="" type="checkbox"/> yes <input type="checkbox"/> no Electrical permit <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	Insurance must accompany this
Note: Information provided to applicant at meeting Date: <u>10-4-19</u> Signature: 		

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 Print Name Title
224 Catalonia Ave Coral Gables, FL 305-446-1657
 Address City/State/Zip Code 33134 Phone

Subscribed and sworn to before me, this _____ day of _____ 20_____.

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Approval Signatures Required:

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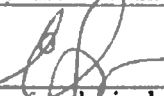
Application, performance bond(s), comprehensive site plans, event publications, flyers, and insurance must accompany this application and must be submitted to:

Special Projects Coordinator
 Parks and Recreation Division/Special Events
 405 University Drive; Coral Gables, FL 33134
 Phone: (305) 460-5607 • Fax: (305) 460-5639
 E-mail: ngavarrete@coralgables.com

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9.9.19

 Signature of Authorized Agent or Applicant Date
 Erica Simone Director of Programs & Events

 Print Name Title
 224 Catalonia Ave Coral Gables, FL 305.446.1657

 Address City/State/Zip Code 33134 Phone

Subscribed and sworn to before me, this _____ day of _____ 20_____.

Notary Public State of Florida at Large

Approval Signatures Required:

 Fred Couceyro
 Parks and Recreation Director



 Brian Lawrence
 Police Major

 Troy W. Easley
 Fire Division Chief

 William Ortiz
 Code Enforcement Director


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 Signature of Authorized Agent or Applicant _____ Date 9.9.19
Erica Simons Director of Programs & Events
 Print Name Title
224 Catalonia Ave Coral Gables, FL 305-446-1657
 Address City/State/Zip Code Phone

Subscribed and sworn to before me, this _____ day of _____ 20_____.

Notary Public State of Florida at Large

Approval Signatures Required:

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Phone: (305) 460-5607 • Fax: (305) 460-5639
E-mail: ngavarrete@coralgables.com

Expanded Polystyrene or Styrofoam Clause:

Special events permittees and their subcontractors are prohibited from selling, using or providing food/drinks in, or offering the use of, expanded polystyrene articles. Upon warning, the permittee or subcontractor must discontinue use. Failure to do so within a reasonable amount of time may lead to the discontinuation of the service, sale or participation in the event. Violations may also lead to the imposition of fines, the revocation of the permit, the placement of conditions on future special events permits or the denial of future special events permits. (Sec. 62-230, City of Coral Gables Code)

Plastic Bags Clause:

Special event permittees and their subcontractors shall not provide items in single-use carry out plastic bags during special events as a condition of approval. Upon warning, the special event permittee must cease providing the single-use carry out plastic bags immediately. If the special events permittee does not do so he or she may be forced to discontinue the service, sale or participation in the special event. This prohibition shall not apply to Exempt Bags in 34-191(e) or other types of single-use plastic bags used, provided or given out by individuals who are special events permittees for the purpose of hosting a small private event (100 people or less) (e.g. birthday party, family reunion). Acceptable alternatives include: reusable bags with handles designed for multiple reuse and made of durable material (does not include thicker plastic film bags); recyclable paper bags with a minimum average of forty percent (40%) post-consumer recycled materials; Compostable carry out bag means a bag that conforms to the current ASTM D6400 and is certified and labeled as meeting the ASTM D6400 standard specification by a recognized verification entity. A violation of this section shall constitute a City code violation and may result in the revocation of the special events permit and fines and may be grounds for the placement of conditions on or for denial of a future special events permit. For more information please visit www.coralgables.com/plasticbags. (Sec. 62-263, City of Coral Gables Code)

Accessibility for Individuals with Disabilities

A Permit Applicant is required to make its special events accessible to individuals with disabilities and to provide reasonable accommodations to enable individuals with disabilities to participate in the event in compliance with all applicable federal, state and local accessibility requirements, including the Americans With Disabilities Act (ADA).

Each special event must designate at least one (1) person as the "Accessibility Coordinator." The Accessibility Coordinator is responsible for overseeing the accessibility of the event, handling requests for reasonable accommodations related to the event, and ensuring that the event personnel are knowledgeable about the event's accessible features.

Provide the name, telephone and email contact information for the event's Accessibility Coordinator(s): _____

The City's "Special Event Accessibility Checklist" brochure is intended to assist the Permit Applicant to plan the accessible features for the event; however, the checklist may not be inclusive of all accessibility requirements. It is the Permit Applicant's responsibility to comply with all applicable federal, state and local accessibility requirements, including the Americans With Disabilities Act (ADA).

O'Connell, Patrick
224 CATALONIA AVE.
CORAL GABLES, FL 33134

Title Director

Lazo, Nelson
224 CATALONIA AVENUE
CORAL GABLES, FL 33134

Title Treasurer

Jimenez, Alex
224 CATALONIA AVE
CORAL GABLES, FL 33134

Title Director

Barakat, Brian
224 CATALONIA AVE
CORAL GABLES, FL 33134

Annual Reports

Report Year	Filed Date
2017	01/19/2017
2018	02/28/2018
2019	07/22/2019

Document Images

07/22/2019 -- ANNUAL REPORT	View image in PDF format
02/28/2018 -- ANNUAL REPORT	View image in PDF format
01/19/2017 -- ANNUAL REPORT	View image in PDF format
05/02/2016 -- ANNUAL REPORT	View image in PDF format
02/24/2015 -- ANNUAL REPORT	View image in PDF format
03/21/2014 -- ANNUAL REPORT	View image in PDF format
01/24/2013 -- ANNUAL REPORT	View image in PDF format
03/21/2012 -- ANNUAL REPORT	View image in PDF format
03/14/2011 -- ANNUAL REPORT	View image in PDF format
04/06/2010 -- ANNUAL REPORT	View image in PDF format
03/03/2009 -- ANNUAL REPORT	View image in PDF format
04/29/2008 -- ANNUAL REPORT	View image in PDF format
03/02/2007 -- ANNUAL REPORT	View image in PDF format
10/24/2006 -- ANNUAL REPORT	View image in PDF format
05/05/2006 -- ANNUAL REPORT	View image in PDF format
02/23/2006 -- ANNUAL REPORT	View image in PDF format
02/07/2005 -- ANNUAL REPORT	View image in PDF format
02/11/2004 -- ANNUAL REPORT	View image in PDF format
02/17/2003 -- ANNUAL REPORT	View image in PDF format
11/28/2002 -- ANNUAL REPORT	View image in PDF format

- Accessible routes to access the event should be stable, firm, slip-resistant. A portable surface (such as a Mobi-Mat or AccessMat) may provide a path over grass, sand or loose gravel.
- Accessible routes should not have changes in level that exceed ½ inch. A portable ramp may be provided to reduce changes in level along the routes.
- Accessible routes should be provided from accessible parking areas and from the passenger loading and unloading zone to an accessible event entrance.
- Accessible routes should be provided within the event (as much as possible) to allow barrier free access to event areas.
- The accessible route should be clear and unobstructed. All cords, wires, hoses, etc., that are located within an accessible path of travel must be ramped or placed within a cord cover.
- Accessible routes should be clearly marked.

Restrooms

- If the event is using existing restroom facilities at a City park or building, the event should provide signs directing attendees to the accessible restroom facilities (if not all restrooms are accessible).
- When portable toilet facilities are provided:
 - The following number of portable toilets should be wheelchair accessible: at least 5% of the total number of portable toilets, but at least 1 unisex portable toilet or 1 each male and female portable toilet.
 - The accessible toilet(s) should be located on a level area not to exceed a 2% slope in any direction and on a firm surface (i.e., not sand, grass or loose gravel).
 - An accessible route to each accessible portable toilet should be provided.
 - Accessible portable toilets should be identified with the international symbol of accessibility.

Food

- *Recommended:* If food is provided or sold during the event, consider options for participants with common dietary restrictions (e.g., gluten, low sodium, lactose-free) or food allergies (e.g., peanuts).

Counters and Tables

- Sales or service counters provided for special events, including the registration counter, should include at least one accessible counter. (This includes a table/desk used as a counter) Additional accessible counters and tables may be required depending on the total number of counters.
- Accessible counters should be no more than 34" from the ground and at least 36" wide.
- If tables are provided as dining or work surfaces for event participants, 5% of the total number of tables (but a minimum of one (1) table) should be accessible.

Dimensions of an accessible table: 30" x 48" clear floor space, 27" bottom knee clearance, 17" horizontal projection, and surface height of 28"-34" from the finished floor.

Signage At Event

- Use language that is clear and easy to read.
- Use contrasting colors (e.g., black type on white background).
- Use large font size and no more than 2-3 font types. Provide 1.5-2.0 line spacing.
- Place in visible locations at height of 48-60 inches above the floor.
- If not all areas of the event are accessible, signs can direct individuals to the location of accessible entrances, routes, service locations and restrooms.

Communication Accommodations for the Deaf and Hard of Hearing

- If a deaf or hard of hearing participant requests communication assistance to attend an event involving a performance or presentation, the event's Accessibility Coordinator should communicate with the requestor in advance to determine the form of assistance needed: sign language (e.g., American Sign Language (ASL), Signed English, Signed Exact English), real-time captioning, note-taker or other.
- If a sign language interpreter will be located on a stage, a reasonable amount of the seating/viewing area directly in front of the interpreter should be reserved for deaf and hard of hearing individuals and at least one (1) companion.
- Video that is part of the special event should be equipped with captions for participants who are deaf or hard of hearing.
- If amplified sound is used, provide assistive listening devices upon request.

III. SERVICE ANIMALS

Service animals should be permitted to accompany individuals with disabilities at the special event. At the City, a service animal is defined as any dog or miniature horse trained to do work or perform tasks for the benefit of an individual with a disability. These tasks may include, but are not limited to, guiding a person who is visually impaired or blind, alerting a person who is deaf or hard of hearing, pulling a wheelchair, assisting with mobility or balance, alerting and protecting a person who is having a seizure, or retrieving objects.

Individuals attending the event must retain control of their service animals at all times and are responsible for any damage to property or persons caused by their service animals. The Permit Applicant may exclude or remove a service animal from the event if the animal is not controlled, if the animal is not housebroken, or if the animal's behavior causes a direct threat to the health and safety of others. The Permit Applicant is not required to take control of service animals or provide food or water for the animals.

Permit #: _____

Off-Regular-Duty Police Services Permit Application

(Answer only questions that pertain to your application)

Date: 9.9.19. Applicant or Business Name: Coral Gables Chamber of Commerce, Inc

Telephone: (305) 446 1657 x 134 Fax: (305) 446-9900

Business Address: 224 Catalonia Ave. Coral Gables, FL 33134

Mailing Address: same as above

Name of authorized agent requesting permit (if different than applicant):

Erica Simons
(First) (Middle) (Last)

DL: S552-200-79-601-0 DOB: 3-21-79. Race: _____ Sex: Female

Home Address: 12525 sw 28 street Home/Cell Phone: (786) 202-1014

City: Miami State: FL Zip: 33175 Email: esimons@coralgableschamber.org

...is applying to hire the services of Off-Regular-Duty Police Personnel of the City of Coral Gables Police Department, for police services that are in addition to those services provided generally to the public.

Period of employment: Beginning date: Nov. 7, 2019 Ending date: Nov. 7, 2019

Type of Event/Reason Police Services requested: Party Security Traffic Safety Other Event (specify) _____

Explain Event in Detail: Burgerlicious 2019 - 9th Annual burger event

Number of adults expected to attend party or event: 1,500 est. Number of juveniles expected to attend: 30 est.

Number of Hours to be worked: _____ Hrs. From: 2:00p to: 10:00p from: _____ to: _____

Specific Location where Off-Regular-Duty Police Services are needed: Ponce Circle Park

Will alcoholic beverages be sold or dispensed: No _____ Yes Alcoholic Beverage License # _____

Other Police Equipment Requested: No Yes _____

(If yes; circle any that apply) Bicycle _____ Marine Patrol Vessel _____ Marked Police Vehicle _____ Motorcycle _____

Lane/Road Closure: No Yes _____ If yes, Permit #: _____

Additional concerns: _____
THIS PERMIT MAY BE CANCELLED BY THE CHIEF OF THE CORAL GABLES POLICE DEPARTMENT, OR AGENT, AT ANY TIME WITH OR WITHOUT CAUSE. PERMANENT PERMITS WILL BE REVIEWED ANNUALLY.
FOR ADDITIONAL INFORMATION OR QUESTIONS YOU MAY CONTACT THE OFF-DUTY COORDINATOR AT (305)460-5427 OR EMAIL YOUR REQUEST TO OFFDUTY@CORALGABLES.COM. PLEASE SEND ALL FOUR PAGES WITH YOUR SIGNATURE AND INITIALS WHERE INDICATED OR YOUR REQUEST WILL NOT BE PROCESSED.
I HAVE READ AND UNDERSTAND THE PROVISIONS OF THIS APPLICATION AND WILL ACT IN FULL COMPLIANCE.

Erica Simons
Signature of Permit Holder/Agent

Coral Gables Chamber of Commerce, Inc.
Occupation-Name of Business

305-446-1657
Business Telephone Number

Witness

12. The rate of pay for extra duty details will be double the normal rate of pay for each rank on the following holidays:

New Year's Eve	Memorial Day	Thanksgiving Day
New Year's Day	Independence Day	Day after Thanksgiving
Martin Luther King Day	Labor Day	Christmas Eve
All Presidents' Day	Veteran's Day	Christmas Day

In situations where the off regular duty overlaps one of the above Holidays, compensation will be doubled only if the majority of the hours worked fall within one of the approved Holidays. These rates are subject to change at any time.

13. Cancellation Policy: The 4-hour minimum for each Officer (2-hour minimum and 3-officer minimum for motorcycle escorts) and the administrative fee, both of which will be payable if a two (2) hour prior cancellation notice is not given to the Off-Duty Clerk, or in absence, the on-duty Communications Supervisor.

DO NOT REMOVE – THIS NOTICE IS PERMANENTLY POSTED



Initials
9.9.19

Date

POS SALES RECEIPT

City of Coral Gables Community Recreation

Clerk: mmartinez

Date: 09/19/2019 @ 10:09 am

H/H: Erica Simons

H/H #: 3045

Erica Simons

Description	Ext Price
SE-1 Day 1000+ Person Event Permit	500.00

Special Questions:

What is the name of the event?

Burgerliscious 2019

What is the location/address? Ponce Circle

Park

What is the date of the event? 11.07.19

What is the time? 5:30 - 10:00 pm

What type of event is this? Annual Burger

Competition

Total New Fees	467.29
Discount Applied	0.00
Total New Taxes	32.71
Total Due	500.00

Total Fees Paid	0.00
Total Paid	0.00
Balance From Receipt	500.00

Household Balance Information

Overall Credit Balance Available	0.00
Overall Balance Due	500.00

Thank you for visiting the City Beautiful! For additional information on everything the Community Recreation Department has to offer please visit our website at gablesrecreation.com

No rainchecks or refunds due to bad weather. All sales are final.

Receipt # 258610

Balanced \$500.00 placed
09/19/19 M.M.

Gavarrete, Norma

From: Cabrera, Suramy
Sent: Wednesday, October 2, 2019 11:41 AM
To: Perez, Belkys; Couceyro, Fred; Acevedo, Jorge; Kinney, Kevin; Goizueta, Virginia; Gonzalez, Jeanmarie; Rivero, Juan; Gavarrete, Norma; Martinez, Melissa
Subject: RE: Coral Gables Chamber Sponsorship

I am fine with waiving the city's fees for the permits but any overtime or fees from outside agencies we cannot waive.

Suramy Cabrera, PE
Development Services Director
City of Coral Gables
405 Biltmore Way
Third floor
Coral Gables, FL 33134
305.569.1850

From: Perez, Belkys
Sent: Monday, September 30, 2019 4:25 PM
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Subject: Coral Gables Chamber Sponsorship

Hi everyone, we are working on the annual sponsorship with the Chamber and just like every year, we are bringing the request for waivers to you for review. This year, the Chamber is asking for the following waivers/concessions. Please see below and advise if you are ok with this.

Thank you,
Belkys

❖ **Burgerliscious!** – November 7, 2019 - Attendance in 2018 was 1700

Includes Mix of 30 Complimentary Admissions (VIP & General)

This signature event is hosted at Ponce Circle Park, in partnership with the Greater Miami Convention & Visitors Bureau, featuring 20 of Coral Gables' restaurants as they showcase their best burger. The outdoor event has live music, DJ, finest burgers, VIP area sponsored by Brown-Forman/jack Daniels and Samuel Adams. Electrical permit fee, document presentation fee and filing fee waived. 50% reduction of special events application fee.

❖ **Annual Doctors Hospital Tour of the Gables 5K-10K** – April 25, 2020

Includes a team of 10 Complimentary Admissions

The City of Coral Gables provides the use of Merrick Park, allows our participants to park complimentary in the Andalusia parking garage, and the use of City barricades complimentary day of event. The City logo will be placed on all promotional material including the evite, event day banner and on the back of the official race shirt.