



**CITY COMMISSION MEETING  
CITY OF ST. PETE BEACH  
COMMISSION CHAMBERS**

155 Corey Avenue  
St. Pete Beach, FL 33706

Tuesday, June 24, 2025  
6:00 PM

Call to Order  
Pledge of Allegiance  
Roll Call

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**REGULAR MEETING**

1. Presentations -

**a. District 4 Commission Appointment Interviews**

**b. Hurricane Recovery - Insurance Update**

Update on insurance payments received to date for hurricane damage to city assets

**c. Post Storm Review Emergency Operations Plan**

2. Approval of the Agenda -

**Action Request: Motion to approve the June 24, 2025 agenda.**

3. Audience Comments -

*If you wish to address the City Commission, please fill out a speaker's card and provide it to the City Clerk. Once you are called, please come to the podium and state your name and address for the record. Comments shall be limited to 3 minutes and shall be limited to non-public hearing items on the agenda. Public comment on agenda items will be allowed when that item is called.*

4. Consent -

**a. Approval of the June 10, 2025 City Commission Budget Workshop #2 Minutes and the June 10, 2025 City Commission Meeting Minutes**

**b. Approval of FY26 Co-Sponsored Special Event Applications.**

**c. Approval of an amendment of the Insight Global Contract in the amount of \$44,000, and authorize the City Manager to execute the agreement.**

**d. Facility Use Agreement with Pasadena Community Church for use of their facility for EOC**

5. Resolutions -

**a. Resolution 2025-17: A Resolution Authorizing a Memorandum of Agreement with FDOT**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH, FLORIDA, AUTHORIZING A CITY DESIGNEE TO ENTER INTO THE FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT SEVEN HIGHWAY LANDSCAPE REIMBURSEMENT AND MAINTENANCE MEMORANDUM OF AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

**Requested Motion: Motion to adopt Resolution 2025-17.**

6. Items for Discussion -
7. City Clerk, City Manager, City Attorney and City Commission Reports -
8. Adjournment -

**APPEAL:** In accordance with 286.0105, Florida Statute (Notices of meetings and hearings must advise that a record is required to appeal), if a person decides to appeal any decision made by this committee, board, agency, or commission with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

**AMERICANS WITH DISABILITIES ACT (ADA):** In accordance with the Americans with Disabilities Act and Florida Statutes, if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding, he or she should contact City Hall at (727) 367-2735.

**PUBLIC COMMENT INSTRUCTIONS FOR THOSE NOT PHYSICALLY PRESENT:**

The City has made accommodations for those who cannot be physically present or do not feel comfortable appearing in person. If a member of the public would like to provide comments for the meetings, they may do so in the following ways:

- Email the City Clerk by 12:00 p.m. on the day of the meeting at [cityclerk@stpetebeach.org](mailto:cityclerk@stpetebeach.org)
- Leave a voicemail message by calling **727.363.9225** by 12:00 p.m. the day of the meeting

In your three (3) minute or less comment, please be sure to include your name and address for the record.

**The public is cordially invited to attend this meeting.**

**All agenda material is available for review at City Hall or [www.stpetebeach.org](http://www.stpetebeach.org).**

**CITY COMMISSION MEETING  
CITY OF ST. PETE BEACH  
COMMISSION CHAMBERS**

**Agenda Report**

**Agenda Title Name:** District 4 Commission Appointment Interviews

**Action Request:**

**Strategic Objective:**

**Date:** June 24, 2025

**Prepared By:** Renee Rose, City Clerk

**Through:** Frances Robustelli, City Manager

**Summary of Issue:** District 4 Commissioner Moholland tendered his resignation, effective June 24, 2025. Per the City's Charter, Section 3.06(c):

*Filling of vacancies.* A vacancy on the commission shall be filled in one of the following ways:

(1) If there is less than six (6) months remaining in the unexpired term or if there are less than six (6) months before the next regular city election, the commission, by a majority vote of the remaining members shall choose a successor to serve until the newly elected commissioner is qualified. If one year remains in the term of the vacated seat at the time of the next election, that seat shall be filled by election for the remaining term;

(2) If there are more than six (6) months remaining in the unexpired term and no regular city election is scheduled within six (6) months, the commission shall fill the vacancy on an interim basis as provided in subsection (1), and shall schedule a special election to be held not sooner than sixty (60) days, nor more than one (1) year following the occurrence of the vacancy.

The Commission adopted Resolution 2025-15 at the May 13, 2025 Commission meeting, establishing the date for the 2025 Special Municipal Election. An appointment is needed to fill the term until the election.

**Funding:**

**Attachments:**

1. D4 - Greiger
2. D4 - Maldonado
3. D4 - Schiros



St Pete Beach City Commission

City of St. Pete Beach  
155 Corey Avenue  
St. Pete Beach, FL 33706

17 June 2025

**Honorable Members of the St. Pete Beach City Commission,**

I am writing to formally volunteer to fill the soon-to-be-vacant District 4 Commissioner seat.

My motivation stems from a deep sense of civic duty and a genuine commitment to the well-being of our entire community — which includes residents, businesses, city employees, First Responders, and our visitors. As a resident of St. Pete Beach, and volunteer for the past 25 years, I have remained actively engaged with various leaders, neighbors, and business owners. I've offered advice and planning, pursued solutions, and sought resources across Federal, State, and County levels of government.

This sustained involvement has given me valuable insight into the unique challenges and opportunities facing our city, as well as experience navigating the complexities of government at multiple levels.

I bring to the table a proven background in leadership, policy development, and decision-making. I've had the honor of serving at the highest levels of government, including interagency roles tasked with addressing some of our nation's most critical national security challenges, and at our local level, Beach Stewardship and Finance and Budget Review Committee.

My attached résumé focuses less on formal degrees or professional certificates and credentials—those are a given requirement for senior officers — and more on a career that has consistently demonstrated increasing levels of trust, responsibility, and performance since I first enlisted at age 18. I prefer to detail actions I have taken in our community, as its actions that make a difference.

When I was asked to serve in this seat by my fellow citizens, I thought it was important to seek consensus and be a true representative of District 4, our city, and go beyond 15 signatures. I am submitting 78 letters of recommendation and Candidate Petitions for your consideration.

Thank you for this consideration. I would be honored to continue serving our community in this important role. As we said during the hurricanes...ST PETE BEACH STRONG!

Respectfully,



Col. Mike Greiger USAFR, (Ret.)

## Colonel Mike Greiger, USAFR, (Ret.)

Currently employed as a pilot with a major airline flying global routes spanning six continents.

-Responsible for the safety of up to 354 passengers, crew and cargo.

Retired US Air Force Reserve senior officer with 36.5 years of service.

-Highly experienced in senior-level roles supporting global operations at seven Unified Combatant Commands for planning and operations execution in multiple theaters.

-Combat experienced F-16 fighter pilot. 9/11 Operation Noble Eagle senior alert pilot. POTUS escort mission commander. Director of the F-16 Regional Combat Simulator program.

-Enlisted post High School as an avionics technician responsible for maintenance and repair of sophisticated aircraft avionics, laser and infra-red targeting systems, and flight simulator.

Civic contributions and volunteerism:

-Board of Directors for a military and veterans charity since 2012

-St Pete Beach, Finance and Budget Review Committee

-Past member of St Pete Beach, Beach Stewardship Committee

-Chairman and Emcee of Bayway Bridge Dedication to Command Sergeant Major Gary Littrell, recipient of the Medal of Honor and resident of St Pete Beach

-Officiate the swearing in ceremony for new enlistees at the St Pete Beach "Salute to the Military and First Responders" multiple times

-Past Advisor to Congressional rep CW "Bill" Young

-Advisor to past St Pete Beach Mayors and Commissioners

-Advisor to State Rep Linda Chaney

-Advisor to County Commissioners Nowicki and Scott

-Past member of the STEM steering committee at Admiral Farragut Academy

-Guest speaker at Admiral Farragut Academy

-Great American Teach In, presenter multiple times

-Guest speaker, Wreaths Across America, Bay Pines National Cemetery multiple years

-Organizer of Bay Pines National Cemetery wreath distribution, and clean up multiple times

-Guest speaker, Albert Whitted youth aviation camp

-Organized tour of MacDill AFB and aircraft for at risk children in South St Pete

-Organized tours and aircraft flights at MacDill AFB for local Civil Air Patrol cadets

-Award presenter for Civil Air Patrol cadets and seniors

-Mentor to multiple youth that desire aviation or military careers

-Advised multiple youth for entry into US military academies

-Consistent blood donor, multiple gallons

-Financial sponsor of local Salvation Army

-Financial sponsor of Pinellas Community Church and food pantry

-Delivered water and food throughout District 4 post hurricanes, assisted needy residents

-Organized clean up and relocation of senior citizen/widowed owner of a flooded home

St Pete Beach resident since 2000

June 7, 2025

St Pete Beach Mayor and Commissioners:

I am strongly endorsing Colonel Mike Greiger for appointment to District 4 Commissioner.

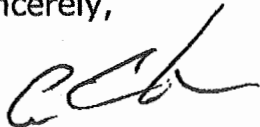
I have been a Vina Del Mar resident since December 1995 and have personally known him since 1999. Over the years I have come to know him not only as a neighbor, but as a person of integrity, dedication, and deep commitment to public service.

As a retired Naval officer myself, I am well-acquainted with the demands and responsibilities that come with military leadership. I can confidently attest to the trust and respect Mike earned at the highest levels of service, stemming from his critical thinking, deep knowledge, and practical expertise. These are qualities that will serve him—and our community—exceptionally well in the role of Commissioner.

Beyond his distinguished military career, Mike has consistently demonstrated a very strong commitment to his community, our state, and our country. His passion for mentorship and civic involvement is evident in his work with local youth and in the way he personally inspired me to join him in conducting educational tours at MacDill Air Force Base. His leadership style is collaborative and thoughtful, always driven by a sense of purpose and service.

I am confident that Mike will bring vision, accountability, and a steady hand to District 4. He is the right person for the job, and I strongly urge his appointment.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Johnson', written in a cursive style.

Clarence Johnson LCDR USNR (Ret.)  
2961 E Vina Del Mar Blvd  
St Pete Beach, FL 33706

Dan Rothenberger  
423 Hermosita Drive  
St. Pete Beach, Florida 33706  
813.505.6255  
dan@workingtides.com

June 4, 2025

The Honorable Members of the City Commission  
155 Corey Avenue  
St. Pete Beach, Florida 33706

**Subject: Recommendation for Mike Greiger to replace Joe Moholland as City Commissioner when Mr. Moholland departs later this month.**

My wife and I have lived in Vina del Mar since 1994 and have been a neighbor and a friend of Mike Greiger since 2000. Mike is a person of strong character and commitment. He has been a steward for our City as a member of the Financial Board. He also has been a steward of our country having served and completed a distinguished career including tours of duty as F-16 pilot in Iraq and Afghanistan.

Mike has the discipline, knowledge, and ability to make appropriate decisions for our City.

I highly recommend Mike to be selected as our District 4 commissioner.

Sincerely,

Dan Rothenberger

Deborah Rothenberger  
423 Hermosita Drive  
St. Pete Beach, Florida 33706  
727.560.1238  
[D2bvr@aol.com](mailto:D2bvr@aol.com)

June 4, 2025

The Honorable Members of the City Commission  
155 Corey Avenue  
St. Pete Beach, Florida 33706

**Subject: Recommendation to Mike Greiger for City Commission**

I am writing to enthusiastically recommend my neighbor of 25 years, Mike Greiger, for the vacant seat on our City Commission. Over the decades, I've had the distinct pleasure of witnessing Mike's unwavering dedication to our community, his exceptional character, and his proven commitment to public service.

Mike is no stranger to the workings of our city, having already served on the City's Financial Board. This experience has provided him with valuable insight into the fiscal responsibilities and strategic planning essential for effective governance. His involvement in local community politics extends well beyond this role, demonstrating a consistent and active interest in the well-being and progress of our city.

Beyond his civilian contributions, Mike brings a unique and highly disciplined perspective forged during his distinguished military career. As a fighter pilot who served in Afghanistan and Iraq, he developed a profound sense of duty, resilience, and the ability to make critical decisions under immense pressure. These qualities - dedication,

strategic thinking, and decisive leadership - are precisely what our City Commission needs.

Mike is a thoughtful and engaged resident who consistently prioritizes the interests of our community. His long tenure here means he deeply understands the fabric of our city and the needs of its residents. I am confident that his blend of financial experience, leadership experience, and genuine commitment to public service make him an exceptional candidate for this vital role.

As a neighbor, Mike has always looked out for us and helped us in times of need. From caring for our sick puppy when we had to be at work, to helping us with cleanup and supplies during hurricane Helene.

Thank you for considering Mike Greiger for the City Commission. I am certain he will serve with integrity and distinction.

Sincerely,

Deborah Rothenberger

City of St Pete Beach  
155 Corey Ave,  
St Pete Beach, FL 33706

June 3, 2025

William Grocott  
2841 Alton Drive  
St Pete Beach, FL 33706

Members of the City Commission,

I am writing to offer my wholehearted endorsement of Mr. Michael Greiger (USAF Colonel, Retired) as a candidate to represent District Four on the City Commission. I have every confidence that his exceptional leadership experience, strategic mindset, and deep-rooted commitment to our community make him uniquely qualified to serve in this important role. Mike brings with him a distinguished background of military service and civic engagement, and he possesses a profound understanding of both the strengths and challenges that define our city. His approach to public service is marked by thoughtfulness, inclusivity, and innovation—qualities that are essential for effective governance in a rapidly changing world.

Throughout my interactions with Mike, I have been continually impressed by his ability to assess complex issues with clarity, engage a diverse range of stakeholders, and develop forward-thinking solutions that balance vision with practicality. He listens intently, acts decisively, and always keeps the well-being of our community at the forefront of his decision-making.

As our city continues to grow and evolve, I am confident that Mike's leadership will be instrumental in fostering progress while honoring the values that make our community special.

Sincerely,



William Grocott

City of St Pete Beach  
155 Corey Ave,  
St Pete Beach, FL 33706

June 3, 2025

Terri Grocott  
2841 Alton Drive  
St Pete Beach, FL 33706

Members of the City Commission,

I am pleased to offer my enthusiastic recommendation for Mr. Michael Grieger (USAF Col Retired) as a candidate to represent District Four on the City Commission. I have known Mike both personally and professionally for over 10 years and can attest to his profound level of commitment to service. His keen understanding of our City's unique strengths and the complex challenges we face, paired with an innovative, solutions-oriented approach positions him as an exceptional asset to our community.

Mike's leadership is not only grounded in decades of honorable military service, but also in a genuine passion for public service. He brings a forward-thinking mindset grounded in a deep appreciation for the fabric of our city. His ability to thoughtfully analyze issues, engage stakeholders, and develop creative, actionable strategies will serve us well as we continue to evolve and grow. Whether it's advocating for infrastructure improvements, supporting local businesses, or ensuring that all voices in our community are heard, Mike possesses the rare balance of heart and intellect that inspires trust and drives meaningful progress.

I am confident that Mike's presence on the City Commission will strengthen our civic dialogue and help guide our city toward a vibrant, resilient future.

Sincerely,



Terri Grocott



**Mark Cavanaugh  
210 South Julia Circle  
St. Pete Beach, FL 33706**

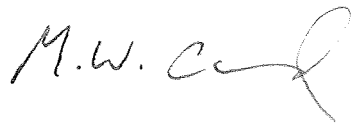
June 3, 2025

City of St. Pete Beach  
155 Cory Avenue  
St. Pete Beach, FL 33706

Member of the City Commission:

I am writing to endorse Mr. Michael Greiger as a candidate for the interim commission position for District 4. I know Mike as a strong and dedicated advocate for the residents of St. Pete Beach.

Sincerely,

A handwritten signature in black ink, appearing to read "M.W. Cavanaugh". The signature is fluid and cursive, with the first name "M.W." followed by a large, stylized "C" and "A" that loop together.

**Sharon Cavanaugh  
210 South Julia Circle  
St. Pete Beach, FL 33706**

June 3, 2025

City of St. Pete Beach  
155 Cory Avenue  
St. Pete Beach, FL 33706

Member of the City Commission:

I am pleased to offer my endorsement of Mr. Michael Greiger as a candidate to represent District 4 on the City Commission. I know him to be intelligent, honest and fair. His past leadership experience and understanding of the challenges facing the City of St. Pete Beach would make him an excellent commissioner.

Sincerely,

A handwritten signature in cursive script that reads "Sharon Cavanaugh".

To Whom It May Concern,

My name is Tigran Khachaturyan and I'm a resident of St Pete Beach and also own a business on St Pete Beach.

I am writing to express my strong support for Mike Greiger as the next District 4 Commissioner for St. Pete Beach.

As a longtime resident and dedicated member of our community, Mike embodies the values we hold dear—honesty, humility, intelligence, and service. As a veteran, Mike has demonstrated an unwavering commitment to our country, and he will bring that same sense of duty and integrity to his civic engagement, I believe.

Mike is not only a man of strong character, but also of thoughtful action. His intelligence is matched by his humility—he listens before he speaks, considers before he acts, and always puts the needs of his community first. He understands the unique challenges and opportunities facing St. Pete Beach and has the practical insight and leadership skills to guide us toward a better future.

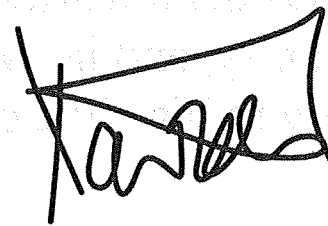
Our city needs leaders who are not only capable, but also trustworthy—individuals who will represent our values and work tirelessly to preserve and enhance the quality of life we all cherish. Mike Greiger is exactly that kind of leader.

I wholeheartedly endorse Mike Greiger for District 4 Commissioner and encourage my fellow residents to support him as well.

Sincerely, Tigran Khachaturyan

St. Pete Beach Resident,

Sola Bistro & Wine Bar

A handwritten signature in black ink, appearing to read 'Tigran', enclosed within a rectangular box that has been hand-drawn around it.

City of St Pete Beach  
155 Corey Ave,  
St Pete Beach, FL 33706

June 4, 2025

Members of the City Commission,

I am pleased to offer my recommendation for Mr. Michael Greiger (USAF Col Retired) as a candidate to represent District Four on the City Commission. His keen understanding of our City's unique strengths and the complex challenges we face, paired with an innovative, solutions-oriented approach positions him as an exceptional asset to our community.

I am confident that Mike's presence on the City Commission will strengthen our civic dialogue and help guide our city toward a vibrant, resilient future.

Sincerely,

LIZ + SCOTT SINATRA  
250 ISLE DR.  


Please Sign and print name and address



City of St Pete Beach  
155 Corey Ave,  
St Pete Beach, FL 33706

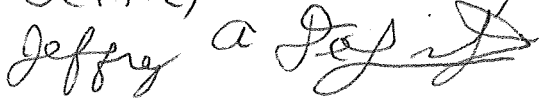
June 4, 2025

Members of the City Commission,

I am pleased to offer my recommendation for Mr. Michael Greiger (USAF Col Retired) as a candidate to represent District Four on the City Commission. His keen understanding of our City's unique strengths and the complex challenges we face, paired with an innovative, solutions-oriented approach positions him as an exceptional asset to our community.

I am confident that Mike's presence on the City Commission will strengthen our civic dialogue and help guide our city toward a vibrant, resilient future.

Sincerely,

Jeffrey A DeLiberty  


261 S. Isle Dr.  
St. Pete Beach, FL 33706

Please Sign and print name and address

City of St Pete Beach  
155 Corey Ave,  
St Pete Beach, FL 33706

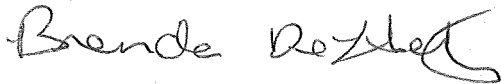
June 4, 2025

Members of the City Commission,

I am pleased to offer my recommendation for Mr. Michael Greiger (USAF Col Retired) as a candidate to represent District Four on the City Commission. His keen understanding of our City's unique strengths and the complex challenges we face, paired with an innovative, solutions-oriented approach positions him as an exceptional asset to our community.

I am confident that Mike's presence on the City Commission will strengthen our civic dialogue and help guide our city toward a vibrant, resilient future.

Sincerely,



Brenda Deliberty  
261 S. Isle Dr  
St. Pete Beach, FL 33706

Please Sign and print name and address

June 9, 2025

Dear St. Pete Beach City Commission,

I am writing to wholeheartedly recommend Colonel Mike Greiger for the position of District ~~One~~ Interim Commissioner. As a longtime resident of St. Pete Beach, I have known Mike for many years and have witnessed his unwavering commitment to our community and his exceptional sense of duty.

Colonel Greiger's exemplary military career speaks to his leadership and integrity, qualities that are further evidenced by his extensive contributions to St. Pete Beach. Mike has served on multiple local boards, demonstrating a deep understanding of our city's needs and priorities. His involvement extends beyond our city, with years of experience at the county, state, and national levels, bringing a wealth of knowledge that would be invaluable to our commission.

Mike's dedication, experience, and proven track record make him an outstanding candidate. St. Pete Beach would be incredibly fortunate to have him serve as our Interim Commissioner for District One. Thank you for considering this recommendation.

Sincerely,

A handwritten signature in black ink that reads "Claudine R. Reece". The signature is written in a cursive, flowing style.

Claudine Reece

3120 E Vina Del Mar Blvd., St. Pete Beach, FL 33706

727.804.3409 / claudinesbeachhouse@gmail.com



Dear Commission,

I am writing to recommend Mike Greiger for a leadership position in our city. With a distinguished background in both military and commercial aviation, Mike possesses not only extensive technical skills but also exceptional leadership abilities that make him an ideal candidate to guide our community.

Throughout his career, Mike has proven his dedication to service, particularly through his involvement with various charities and volunteer efforts. His countless hours spent supporting local schools and institutions demonstrate his commitment to fostering a strong, supportive community. His recent efforts following the hurricane—delivering essential supplies and assisting residents with cleanup—highlight his ability to mobilize resources effectively and respond with compassion during crises.

Mike's experience in high-pressure environments has instilled in him a unique capacity to remain calm and decisive, making him an exemplary leader. He consistently displays qualities such as integrity, resilience, and a genuine care for those around him. I am confident that his leadership will be a tremendous asset to our city, bringing both vision and practical solutions to the challenges we face.

In summary, I wholeheartedly endorse Mike Greiger as a candidate for city leadership. His military and aviation background, combined with his extensive community service, make him exceptionally qualified to make a positive impact. I strongly believe he will be a considerable asset to our city for years to come.

Thank you for considering this recommendation. I am available for further discussion should you need more information about Mike's qualifications.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brady Reece', with a stylized, cursive script.

Brady Reece

3120 E Vina Del Mar Blvd  
St. Pete Beach FL 33706

Dear St. Pete Beach City Commission,

I would like to recommend Colonel Mike Greiger for District 1 Interim Commissioner. A St. Pete Beach resident for 25 years, Mike brings 36.5 years of distinguished US Air Force Reserve service, including combat experience as an F-16 fighter pilot and leadership in global operations. His technical expertise as an avionics technician further highlights his skill set.

Locally, Mike has served on the Board of Directors for a veterans' charity since 2012, chaired the Beach Stewardship Committee, and mentored youth in aviation and military careers. He's organized Bay Pines Cemetery wreath distributions, delivered hurricane aid, and advised past mayors and commissioners, showing his deep community commitment.

With his extensive experience and local insight, Mike is well-equipped to lead District 1 with wisdom and care. Please consider him for this role with confidence.

Warm regards,

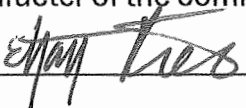
A handwritten signature in black ink, appearing to read 'Austen Reece', with a stylized, cursive script.

Austen Reece

3120 E Vina Del Mar

Commissioners of St.Pete Beach,

Colonel Mike is the ideal candidate for city commissioner, in the time that I have known him he has demonstrated himself to be a man of exquisite character, and I hold him in the highest regard. As a commissioned officer of the United States Air Force, he was selected as a leader amongst leaders to be promoted to Colonel through demonstration of competency from his decorated career of over 36 years; in which he was the escort mission commander entrusted with the safety of the president. If he is the man that was hand selected for command of the safety of the president on his watch, then you can rest assured that his vigilance is more than adequate for the job. No one else will hold the ground as steadfast as Mike Greiger. His outstanding conviction and follow through are the traits in a capable commissioner that our city needs to fight the good fight and preserve the character of the community we hold dear.

-  -

Ethan Reece

3120 E Vina Del Mar Blvd.

13 June 2025

Dear City Commission,

Please accept this letter and my curriculum vitae as an expression of interest in filling the City of St. Pete Beach (SPB) District 4 Commissioner Vacancy. My desire to fill this interim appointment is to preserve and protect our beach community and way-of-life through active engagement with Mayor Petrila, the City Commission, and Pinellas County Officials based on input from the residents of SPB District 4.

As a volunteer assisting homeowners with their Permit applications at City Hall these past several months, I've had the opportunity to get to know many of my Pass-A-Grille, and Vina Del Mar neighbors and hear their concerns about our District. This experience coupled with my passion for public service ultimately led to my decision to seek the support of neighbors and local business owners as a candidate for this position.

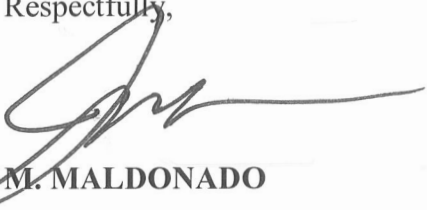
I am a retired public servant and United States Air Force Veteran, I have lived in SPB for approximately four years. Throughout my career in Federal Law Enforcement, I have consistently demonstrated exceptional collaboration skills and a balanced approach in a myriad of executive-level commissions. I have served on enterprise-wide corporate boards, international board of directors, and served as the President and Vice President of the Homeowners Association in the community where I lived prior to moving to Vina Del Mar.

One of the greatest assets I could offer SPB is the ability to develop and implement strategic policies and partnerships designed to yield positive outcomes in both financial stewardship and governance. Furthermore, I possess extraordinary skills in maintaining strong relationships with external stake holders.

Over the past two decades I have consistently thrived in challenges under high-pressure and ever-changing environments. The skills and expertise I gained from these experiences, in turn, have prepared me to seek a position in which I could continue to use my skills post-retirement from government service.

Thank you in advance for your time and consideration. I look forward to interviewing for this position and answering any questions you may have.

Very Respectfully,



**JON M. MALDONADO**

Enclosures: CV  
Appointment Petitions

## JON M. MALDONADO

321 N. Julia Circle, St. Pete Beach, Florida 33706 ~ [jon4spbdistrict4commissioner@gmail.com](mailto:jon4spbdistrict4commissioner@gmail.com)

**SUMMARY:** Over three decades experience resolving a myriad of criminal, counterintelligence, terrorism, counterespionage, fraud, cyber, and insider threats while simultaneously leading enterprise-wide efforts in policy. A determined leader with a depth of technical and operational expertise in solving multi-dimensional risk and security challenges. Unique experience in global security operations, and law enforcement outreach, including over twenty years living and working abroad in Europe, Africa, Latin America, Asia, and the Middle East. Excellent communicator, and recognized leader in:

- Governance
- Global Security
- Strategic Partnerships
- Risk Management
- Global Talent Management
- Financial Management

**Governance:** Highly skilled in Governance with a keen understanding of the importance of compliance and solid processes. Authored numerous U.S. government policies related to strategy and governance. Provided innovative solutions and led organizational transformation to conducting strategic engagements. Reinvigorated INTERPOL Washington's state, local, federal, tribal, and international liaison programs. Lead organizer for U.S. bilateral meetings at the European Police Chiefs Convention, International Association of Chiefs of Police symposium; INTERPOL General Assembly; and annual liaison event which hosted over 100 foreign law enforcement and intelligence attachés assigned to the National Capital Region. Lead organizer for strategic engagements with the European Union Agency for Law Enforcement Cooperation (EUROPOL), the Police Community of the Americas (AMERIPOL), the Association of Southeast Asian Nations Police (ASEANAPOL) and the Gulf Cooperation Council for Arab State Police (GCCPOL).

**Global Security:** Liaised with foreign allies, security services and law enforcement at the highest levels to garner investigative assistance, counterintelligence support, and force protection for 254 locations in 38 countries. These efforts protected U.S. personnel and resources from a myriad of often complex criminal, terrorist, nation-state and insider threats. Consistently leveraged senior host nation contacts to provide U.S. military leaders and Country Teams with enhanced mitigation capabilities in austere environments, frequently during short-notice deployments and high-threat contingency operations, including Presidential protection.

**Strategic Partnerships:** Expert in strategic engagements and liaison with a deep understanding of the importance of building strong alliances. As the Global Outreach Coordinator for INTERPOL Washington, developed worldwide relationships with agency heads of federal, state, local police agencies and over 193 international law enforcement agencies and security services. Facilitated the resolution of matters of mutual interest through formal and informal channels, including the use of think-tanks and non-government organizations. As a Excellence in Government fellow, identified gaps in diversity and inclusion (D&I) in federal law enforcement and lessened this divide by partnering with the Hispanic American Police Command Officers Association, the National Organization of Black Law Enforcement Executives, Women in Federal Law Enforcement, and the National Asian Peace Officers' Association. I also led the development of a government-wide tool that enabled hiring managers to increase D&I recruitment efforts in law enforcement.

**Risk Management:** Through several key positions, forged Threat Intelligence Network, Global Security Architecture and Security Risk Framework. Effectively synthesized and communicated complex security issues for senior executives, including U.S. Ambassadors and Commanding Generals, enabling these leaders to make better informed decisions during emergency action committees and contingency operations. Successfully articulated organizational goals on matters of mutual interest to external partners and led inaugural establishment of U.S. intelligence analysts positions at EUROPOL, INTERPOL, and AMERIPOL.

**Global Talent Management:** Extensive Board experience, including employment selection, promotion, assignments, and pay-pool boards. Evaluated the performance of senior members designated for consideration by the Selection Board and ranked those recommended for promotion in the order of their relative merit, in accordance with newly established precepts. Wrote and edited letters of commendation and admonishment.

**Financial Management:** Restructured resource management for a complex multi-funded portfolio in excess of \$100 Million annual budget. Led an integrated team of subject matter experts, contractors, and project managers at both the strategic and tactical level to identify unfunded requirements in order to mitigate financial lapses. Advised senior principals and aided in establishing an enterprise-wide governing body that controlled multi-year forecasts and resource expenditures; provided focus on operations and organizational priorities. Leaned processes and overhauled programs which achieved significant improvements in service delivery, resulting in resource allocation for new training requirements despite having a zero-growth budget restriction.

## **WORK HISTORY:**

### **Global Outreach Coordinator:**

**April 2019 – Aug 2021**

INTERPOL

Washington D.C 20002

Responsible for defining and aligning strategies and Operating Lines for the governance of global operations. Served as Senior Advisor for the Office of the Director and oversaw enterprise efforts of the State and Local Liaison Unit program, comprised of 67 Liaison Offices in all 50 states, as well as several large cities, and U.S. territories. Ensured continuous coordination for requests for international criminal investigative and humanitarian assistance related to their respective jurisdictions. Managed liaison efforts with foreign police Attachés in Washington D.C. and respond to bilateral request from foreign National Central Bureaus spanning across 193 foreign countries to combat transnational crime and terrorism impacting the U.S.

### **U.S. Federal Law Enforcement/Special Agent (GS1811 job series):**

**May 1999 – April 2019**

Office of Special Investigations

Quantico, VA 22134

Served in various Criminal Investigator, Supervisory Special Agent, Special Agent in Charge, and Special Assistant for Federal and International Programs at multiple locations worldwide. Led and conducted felony-level investigations in fraud, counterintelligence, narcotics, and violent crimes in close coordination with U.S. District Attorneys, Federal Judges, and Prosecutors.

## **EDUCATION**

- Excellence in Government Fellows Program, Partnership for Public Service, Washington D.C.
- M.A. Masters of Military Operational Art and Science, Air Command and Staff College, Alabama
- M.S. Masters of National Security Studies, American Military University, Charlestown, West Virginia
- B.S. Psychology, University of Maryland, College Park, Maryland

## **SECURITY CLEARANCE(S):**

- Medium Risk Public Trust Clearance, issued 23 May 2023 & Top Secret, Issued 23 November 2020

## **FOREIGN LANGUAGE SKILLS:**

- Italian: Advanced; professional proficiency (Level 3/3)
- Arabic (Modern Standard); general professional proficiency (Level 2/2)
- Spanish: Functionality; native proficiency (Level 3/3)

**AWARDS/HONORS:**

- French National Police Medal of Honor recipient
- Awarded Outstanding Civilian Career Service Award
- Awarded Meritorious Civilian Service Award (awarded twice)
- Awarded Exceptional Civilian Service Award (awarded four times)

**Activities/Interests:**

- International Association of Chiefs of Police (IACP) – Global Policing Steering Committee Member
- Veterans of Foreign Wars (VFW) Life-Member
- Member of the Hispanic American Command Officer's Association (HAPCOA)
- Avid traveler and adventurer; traveled to over 100 countries
- Volunteering in church and local community
- Mentoring youths seeking a career in law enforcement

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**Robert (Bob) Schiros**  
1002 Pass-a-Grille Way  
St. Pete Beach, FL 33706  
(727) 735-2310 | BSchiros@gmail.com

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## Professional Summary

Experienced engineering and business leader with a strong background in pharmaceutical automation and community involvement. Proven ability to manage large business units, lead cross-functional teams, and support community resilience and development. Committed to preserving the unique character of St. Pete Beach and Pass-a-Grille through leadership and volunteerism.

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## Professional Experience

### **Emerson / Fisher Rosemount Systems, LLP**

**May 2004 - Present**

*Business Unit Manager / Pharmaceutical Automation Specialist*

- Manage a \$40 million business unit, overseeing budgeting, planning, forecasting, and customer engagement.
  - Specialize in automation of pharmaceutical plants, ensuring compliance with FDA regulations (21 CFR Part 11).
  - Lead projects involving data acquisition and control systems to support the release of pharmaceuticals and cell therapy cancer treatments.
- 

## Leadership & Community Involvement

- **Co-founder**, Pass-a-Grille General Store (2024 – destroyed by Hurricane Helene)
  - **Volunteer**, Pass-a-Grille Bonfire (Mr. & Mrs. Claus – 3 years)
  - **Volunteer**, Breakfast with Santa Event (Mr. & Mrs. Claus – 2024)
  - **Volunteer**, Party Under the Lights (5 years)
  - **Member**, Pass-a-Grille Community Association-PAGCA (6 years to present)
  - **Guardian ad Litem**, Pinellas County (3 years)
  - **Foster Volunteer**, Florida Poodle Rescue (8 years)
- 

## Education

**Bachelor of Science in Electrical Engineering**, Fairleigh Dickinson University (1978)

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## **Continuing Education & Certifications**

- FDA Validation Compliance and Strategies (21 CFR Part 11)
  - Good Automated Manufacturing Practices (GAMP) 5 & 6
  - Keys to Effective Supervision & Motivation
  - S88 Batch Manufacturing Systems
  - Understanding ROI for Factory Automation Projects
  - Programmable Logic Controller (PLC) School
  - Adjustable Frequency Drives School
  - Held Secret Clearance as a Government Contractor
- 

## **Skills**

- Microsoft - (Office 365, Word, Excel, PowerPoint, Visio, Project)
- Project Cost Estimating & Scheduling
- Pharmaceutical Process Automation
- Regulatory Compliance (FDA, GAMP)

# Hurricane Recovery

## Insurance Update



# Public Risk Management/McLarens

- Hurricane Helene

| Replacement Cost Value | Recoverable Depreciation | Actual Cash Value |
|------------------------|--------------------------|-------------------|
| \$ 3,137,909.45        | \$ 1,731,169.10          | \$ 1,406,857.96   |

- Hurricane Milton

| Replacement Cost Value | Recoverable Depreciation | Actual Cash Value |
|------------------------|--------------------------|-------------------|
| \$ 307,468.11          | \$ 60,338.19             | \$ 248,739.66     |

*\* Deductibles applied*



# PRM Facilities Summary

| Location                   | Replacement Cost Value | Recoverable Depreciation | Actual Cash Value      |
|----------------------------|------------------------|--------------------------|------------------------|
| City Hall                  | \$ 105,159.58          | \$ 18,365.92             | \$ 87,870.14           |
| Don Vista Art Center       | \$ 83,198.14           | \$ 2,483.09              | \$ 80,715.05           |
| Library                    | \$ 320.33              | -                        | \$ 320.33              |
| Merry Pier                 | \$ 92,459.44           | \$ 9,931.78              | \$ 82,527.66           |
| Paradise Grille Concession | \$ 53,740.28           | \$ 3,021.47              | \$ 50,718.81           |
| Public Services            | \$ 328,557.36          | \$ 135,763.97            | \$ 192,793.39          |
| Rec-Community Center       | \$ 1,232,708.16        | \$ 495,952.09            | \$ 737,289.33          |
| Shuffleboard Club          | \$ 111,266.93          | \$ 18,685.01             | \$ 95,581.92           |
| Warren Webster             | \$ 149,204.14          | \$ 6,275.46              | \$ 143,001.71          |
| <b>TOTALS</b>              | <b>\$ 2,156,614.36</b> | <b>\$ 690,478.79</b>     | <b>\$ 1,470,818.34</b> |

*\* Deductibles applied*

# PRM Parks Summary



| Location          | Replacement Cost Value | Recoverable Dep.   | Actual Cash Value   |
|-------------------|------------------------|--------------------|---------------------|
| Egan Park         | \$ 754.12              | -                  | \$754.12            |
| Hurley Park       | \$ 681.91              | -                  | \$ 681.91           |
| Lazarillo Park    | \$ 6,859.91            | \$ 2,656.80        | \$ 4,203.11         |
| McKenney Park     | \$ 4,753.97            | \$ 1,003.60        | \$ 3,750.37         |
| Upham Beach Park  | \$ 1,160.25            | -                  | \$ 1,160.25         |
| Vina Del Mar Park | \$ 190.72              | \$ 235.30          | -                   |
| <b>TOTALS</b>     | <b>\$ 14,400.87</b>    | <b>\$ 3,895.70</b> | <b>\$ 10,549.75</b> |

*\* Deductibles applied*

# PRM Other Infrastructure Summary



| Asset                           | Replacement Cost Value | Recoverable Dep.       | Actual Cash Value    |
|---------------------------------|------------------------|------------------------|----------------------|
| Seawalls                        | \$ 191,719.56          | \$ 15,076.66           | \$ 176,642.90        |
| Wastewater Pump Station 1       | \$ 441,802.79          | \$ 441,216.14          | \$ 586.65            |
| Wastewater Pump Station 2       | \$ 115,360.00          | \$ 115,360.00          | -                    |
| Wastewater Pump Station 3       | \$ 112,000.00          | \$ 112,000.00          | -                    |
| Wastewater Lift Stations 4 - 21 | \$ 357,880.00          | \$ 357,880.00          | -                    |
| Stormwater Lift Station 35      | \$ 55,600.00           | \$ 55,600.00           | -                    |
| <b>TOTALS</b>                   | <b>\$ 1,274,362.35</b> | <b>\$ 1,097,132.80</b> | <b>\$ 177,229.55</b> |

*\* Deductibles applied*

# Work Risk Management/Davies

- Hurricanes Helene & Milton

| Location           | Amount Paid            |
|--------------------|------------------------|
| City Hall          | \$ 83,935.29           |
| Fire Station 22    | \$ 225,379.37          |
| Fire Station 23    | \$ 47,009.04           |
| Public Services    | \$ 147,156.16          |
| Pump Station 1     | \$ 1,093.81            |
| Rec-Aquatic Center | \$ 735,911.95          |
| <b>TOTAL</b>       | <b>\$ 1,156,550.33</b> |

*\* Flood Insurance Policy*



# Combined Facilities Summary



| Facility                     | Construction           | FY 25 CIP           | Insurance              | Difference               |
|------------------------------|------------------------|---------------------|------------------------|--------------------------|
| City Hall                    | \$ 753,937.13          | -                   | \$ 189,094.87          | \$ (565,842.26)          |
| Don Vista Art Center         | \$ 570,978.46          | -                   | \$ 83,198.14           | \$ (487,780.32)          |
| Fire Station 22 (Demolition) | \$ 35,835.00           | -                   | \$ 225,379.37          | \$ 189,544.37            |
| Fire Station 23              | \$ 266,251.92          | -                   | \$ 47,009.04           | \$ (219,242.88)          |
| Merry Pier                   | \$96,373.70            | -                   | \$ 92,459.44           | \$ (3,914.26)            |
| Public Services              | \$1,235,576.91         | \$450,000.00        | \$ 475,713.52          | \$ (309,863.39)          |
| Recreation-Community Center  | \$1,898,488.73         | -                   | \$ 1,968,620.11        | \$ 70,131.38             |
| Shuffleboard Club            | \$ 113,820.11          | -                   | \$ 111,266.93          | \$ (2,553.18)            |
| Warren Webster               | \$ 83,342.26           | -                   | \$ 149,204.14          | \$ 65,861.88             |
| <b>TOTALS</b>                | <b>\$ 5,054,584.22</b> | <b>\$450,000.00</b> | <b>\$ 3,341,945.56</b> | <b>\$ (1,263,658.66)</b> |

*\* Insurance values don't account for HVAC (\$101,176.48) and Elevators (\$611,485.77)*



# Items to Consider

- Majority of differences in cost estimates between Insurance and Cotton are roofs, HVAC, and elevators.
- Insurance agrees with Cotton's roof scope. Clarifying prices.
- Mechanical, electrical, and plumbing items to be reimbursed on an invoice basis (i.e. elevators and HVAC).
- Valuation updates are ongoing.
- Mitigation – building back better.



# Questions?



## City Commission Budget Workshop #2

June 10, 2025

4:30 p.m.

### **ELECTED OFFICIALS PRESENT:**

Adrian Petrilă, Mayor

Karen Marriott, Vice Mayor, Commissioner, District 1

Lisa Robinson, Commissioner, District 2

Betty Rzewnicki, Commissioner, District 3

Joe Moholland, Commissioner, District 4

### **STAFF PRESENT:**

Ralf Brookes, City Attorney

Frances Robustelli, City Manager

Renee Rose, City Clerk

Devon Schmidt, Finance Director

Camden Mills, Public Services Director

Candyce Galloway, Chief Technology & Innovation Officer

Mayor Petrilă called the meeting to order at 4:30 p.m., followed by the Pledge of Allegiance.

### **1. PRESENTATION: FY 2026 BUDGET WORKSHOP #2**

Finance Director Devon Schmidt said the workshop will provide an updated capital improvement plan as identified by staff and Finance and Budget Review Committee (FBRC) recommendations. The 2026 budget process prioritizes capital projects by categorizing them into three levels: essential, necessary, and desirable. Essential projects are urgent and tied to legal or safety requirements, necessary projects enhance service reliability, and desirable projects can be delayed but still improve operations. This classification helps guide funding decisions and resource allocation. Each project includes the funding source, a detailed description of objectives and scope, the current year's budget, and a five-year forecast to provide both immediate and long-term financial road map. Projects are also reviewed based on whether they are proactive repairs or storm-related, their mandate status, and priority ranking. Some projects require revised strategies as recommended by the FBRC, which will be revisited.

The first group of essential projects from the general fund includes initiatives like dune walkover replacements, a citywide security camera system for public parks and city buildings, implementation of a cloud-based HR and payroll platform (NeoGov), disaster recovery and IT resiliency efforts, and a security system upgrade for asset inventory management. The focus remains on FY 2026, with out-year budgets serving as planning tools. There was discussion on clarifying the status and funding of specific capital projects, particularly the dune walkover replacements, and how subscription-based software like NeoGov and city security systems are categorized in the budget. It was clarified that the dune walkover replacements are not a legal mandate in the state sense but are required under the city's own comprehensive plan, making them a local compliance issue. Some walkovers, like those already funded in 2025, have been approved and are partially eligible for FEMA reimbursement due to hurricane damage, though the reimbursements are not guaranteed and could take three to five years if they come at all. Staff explained that while FEMA is listed as a potential revenue source, the funding currently comes from the general fund, and any reimbursement would restore that fund later. Questions were also raised about the cost breakdown, especially why two walkovers in 2026 cost \$250,000 when five in 2025 cost \$464,000. Some Commissioners suggested reevaluating the necessity of every walkover, possibly removing some to reallocate funds. Regarding software like NeoGov, it was clarified that what appears in the capital budget are one-time implementation costs, such as setup, training, and data migration, not the recurring subscription fees, which will be included in future operating budgets. The same applies to the city's security platform, which includes both hardware and associated software systems. There was further discussion on the need for a citywide camera security system due to safety concerns and a review of past incidents. In the past two years, there have been about five to six known situations where camera footage or safety concerns had to be addressed. While not a large number, even one incident highlights the importance of better security. Currently, the city has very few cameras, only at the library and parts of the main municipal building. There's no coverage at entrances, exits, or other facilities, making this a priority. The proposed system would be new, replacing outdated and unsupported equipment. Footage would be stored in the cloud, with data retention managed according to city policies. Both

the security and inventory systems would be subscription-based, allowing flexibility and reducing the need for on-site infrastructure.

Ms. Schmidt turned to facility building repairs, addressing hurricane damage to city properties like City Hall, Don Vista Art Center, Public Services, the Recreation Center, and Warren Webster. It also includes roof replacements and the demolition and rebuild of Fire Station 22. These projects are top priorities. Currently, \$10 million is slated as a placeholder in 2027, pending additional funding sources. The \$1.5 million planned for 2026 is tied to a \$2 million grant for the fire station project. Questions were raised about the return on investment for Don Vista, especially given its increasing repair costs, nearing \$600,000 for just roof and AC work, versus its historical use and value to the city. Clarification was also provided on the fire station's budget: about \$35,000 for demolition and \$450,000 for design work. Concerns were expressed about maximizing the usage and revenue potential of all city-owned buildings, not just Don Vista. The presentation continued including hurricane damage-related seawall repairs, such as soil backfill, tieback rod replacement, and sidewalk repairs across multiple areas. It also includes the demolition of the Merry Pier bait shack, though the FBRC requested that alternatives to demolition be considered. Other priority projects are the Pass-a-Grille Way seawall replacement, demolition of the VA shuffleboard building, Gulfway rehabilitation, and right-of-way repairs due to hurricane damage.

Ms. Schmidt continued, sharing that the next tier of projects, number two priorities, focus on essential repairs or upgrades that support long-term durability, safety, and resource conservation. The discussion covered several ongoing and upcoming restoration and improvement projects, including dune and beach restoration (focused on erosion control and vegetation management), improvements to Belle Vista Mini Park, rehabilitation of fishing piers, lighting replacement at Lazarillo Park, the 36th Avenue seawall replacement, and the 80th Avenue living shoreline. Questions were raised about how projects are categorized and funded, especially why some major repairs like full seawall replacements are listed as lower priorities compared to minor patchwork. It was clarified that priority levels reflect project scope, not urgency, but adjustments can be made. There was discussion about funding sources, like asking if "Penny for Pinellas" indicates confirmed funding or just a potential source. Ms. Schmidt explained that if funding is encumbered, the grant or funding is secured, and more detail will be added for clarity. For projects like Lazarillo Park, which is mostly completed but waiting on final steps, the budget entries reflect funds already approved, and any remaining costs would be rolled into future budgets if needed. The goal is to help the commission prioritize projects while understanding what has been completed, funded, or still needs support.

Ms. Schmidt moved on to capital improvements. The facility emergency backup power generator project is being reassessed after the FBRC questioned its high cost. Staff will revisit bids to reduce expenses. Two number two priority projects, Boca Ciega Drive and Gulf Winds Drive reconstructions, are also being reviewed, particularly to separate street improvements from utility upgrades. These projects may be split between utility funds and general CIP funds for more accurate budgeting. There was discussion about prioritization of future projects like Phase 3 of the Gulf Blvd undergrounding. Commissioners said that this should be a lower priority unless funding from Penny for Pinellas becomes available. Number three projects were reviewed, including an IT innovation fund for 2026, but none were flagged by the FBRC. Ms. Schmidt shared the current funding strategy, including use of Penny for Pinellas and FEMA reimbursements. FEMA funding remains in flux and may change as more information becomes available. The overall financial plan includes top-priority projects and reflects the latest available data, which will continue to evolve.

Ms. Schmidt continued with the reclaimed water system, which currently has two number-two ranked projects: annual lateral service pipe replacements and pigport installations. There was discussion about ongoing pipe breaks across the city, with a suggestion to elevate these projects to top priority due to the immediate impact on residents and infrastructure. It was clarified that day-to-day repairs are funded through the city's operating budget, while the listed projects support long-term replacements during broader infrastructure work. The future of reclaimed

water service was discussed in light of Pinellas County's plan to begin metering, which could significantly raise costs for users and impact revenue. The city is currently conducting a fee study to evaluate options, such as metering only large commercial users while maintaining flat rates for residential properties. the reclaimed water fund is financially unsustainable under the current fee structure. Some commissioners raised the idea of eliminating the reclaimed water program entirely, given the rising costs and environmental concerns, though staff noted this could conflict with the city's comprehensive plan.

Ms. Schmidt moved to the stormwater fund. The discussion centered around current and proposed projects, funding, and community concerns, particularly about the Don Cesar and Boca Ciega neighborhoods. The only project currently ranked as a top priority is stormwater system cleaning and inspection. However, the Don Cesar/Boca Ciega resiliency adaptation project, currently listed as a number two priority, became a focus of concern. Ms. Schmidt said the city is actively pursuing grants to fund the design phase of this project in 2026, with a goal of securing around \$600,000 in funding and limiting the city's share to \$200,000. Discussion stressed that this project must be upgraded to a number one priority, given the long-standing and worsening flooding issues. Previous efforts have been poorly executed or mis-prioritized, leaving residents with deteriorating and ineffective infrastructure. Mayor Petrila pointed out that despite decades of studies, this is the first time actual progress, design and planning for solutions, is being made. While the city faces financial limitations and high project costs, Ms. Schmidt said this year's project list was shaped by post-storm recovery needs and that future prioritization processes will be more comprehensive. The stormwater fund is currently able to support operational needs, but funding large-scale resiliency efforts will remain a challenge. The city is also exploring financial strategies, including possible loans, to support these major infrastructure needs moving forward.

Ms. Schmidt summarized the list of number one priority projects, none of which were flagged by the FBRC for further discussion. These are moving forward without issue. The list also includes number two priority projects across two pages. One notable item is the \$15 million subaqueous force main project, which remains a number two priority because it is not expected to fail for another two years. The wastewater fund currently has enough revenue to cover operations, but due to the high cost of necessary capital projects, continued support from the general fund is likely. In FY25, this support totaled \$3.8 million. To help fund upcoming infrastructure needs, they may use a portion of the bridge loan, though the amount will change as staff works through uses.

Ms. Schmidt concluded by sharing that the FBRC provided recommendations during their recent discussion. They emphasized continuing aggressive progress on the fire station, re-evaluating the Gulf Winds and Boca Ciega Drive projects, and exploring alternatives to demolishing the Merry Pier Bait Shack. They also requested more cost-effective options for the generator project. Additionally, they asked to bring the fee study for review and emphasized the importance of making enterprise funds self-sustaining. The FBRC also requested a compensation and benefits comparison for commissioners across neighboring communities. All of this will be factored into the preliminary budget, which will include personnel, operations, and a refined capital improvement plan.

## 5. Adjournment

The next Commission Budget Workshop #3 is scheduled for July 8, 2025 at 4:30 PM.

Mayor Petrila adjourned the meeting at 5:25 p.m.

MINUTES APPROVED: JUNE 24, 2025

RENEE ROSE  
CITY CLERK

ADRIAN PETRILA  
MAYOR

**City Commission Meeting**  
**June 10, 2025**  
**6:00 p.m.**

**ELECTED OFFICIALS PRESENT:**

Adrian Petrilă, Mayor  
Karen Marriott, Vice Mayor, Commissioner, District 1  
Lisa Robinson, Commissioner, District 2  
Betty Rzewnicki, Commissioner, District 3  
Joe Moholland, Commissioner, District 4

**STAFF PRESENT:**

|                                  |                                                         |
|----------------------------------|---------------------------------------------------------|
| Frances Robustelli, City Manager | Adam Poirrier, Assistant City Manager/Deputy Fire Chief |
| Renee Rose, City Clerk           | Brandon Berry, Senior Planner                           |
| Ralf Brookes, City Attorney      | Laura Canary, Community Development Director            |
| Devon Schmidt, Finance Director  | Candace Galloway, Chief Technology & Innovation Officer |
| Jim Kilpatrick, Fire Chief       | Peyt Dewar, Code Enforcement Manager                    |

Mayor Petrilă called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance.

**1. PRESENTATIONS**

**a. Helene & Milton Recovery and Hurricane Preparedness Efforts**

Laura Canary, Community Development Director, summarized permitting, damage determinations, appeals, and next steps. As of June 1st, nearly 4,500 permit applications have been received, with a daily average intake of 269 and about 103 inspections completed per day. They are issuing about 54 per day, close to the goal of 60 a day. The main challenge remains documentation. So far, 3,385 permits have been issued, 300 are awaiting further information, 142 are under review, 420 have been closed, and 202 fall into miscellaneous categories. Pending a response from FDEM, staff will work with the City Attorney to determine the variance process for raising mechanical equipment and to create a procedure for appealing building official decisions. City Attorney Brookes said there will be additional guidance after a meeting with the technical advisory committee from FEMA. Appeals relating to permit valuation fall under Florida Building Code 109.3 and can be submitted to the Pinellas County Construction Licensing Board for a \$100 fee. For floodplain determinations, the city is exploring an alternative appeal process where a certified floodplain manager would review decisions instead of routing them to City Commission. FEMA allows local governments to create their own process, and the city should implement a technical review system where one certified floodplain manager reviews another's decisions. This approach is intended to avoid laypersons overruling technical decisions on complex floodplain issues. Ms. Canary continued, sharing that 3,520 substantial damage assessments have been completed. For many, it's the first time receiving such determinations. Of the determinations issued, 1,693 properties were found to be non-substantially damaged, while 826 were substantially damaged. As of June 1, there have been 948 appeals submitted; 187 are still in progress, and 761 have been approved. Providing supporting materials like photos, background information, and historical context is strongly encouraged to assist with the appeals process. Next steps include continuing to respond to feedback from the most recent batch of determination letters and categorizing those responses. Staff will also keep processing substantial damage (SD) appeals, including conducting additional field assessments as needed. A final cross-reference will be conducted between pre-firm properties, their SD determinations, and any permits on file or closed. It's important to clarify that all pre-firm properties should now have received SD determination, whether classified as substantially damaged or not. Updated recovery information, including the \$813 million allocation plan and related presentations, is now available at the Pinellas County recovery website: [recover.pinellas.gov](https://recover.pinellas.gov).

Ms. Canary moved to hurricane preparedness. Staff continue to participate in NIMS and ICS training. A recent session held within the Community Development department encouraged team discussion and reflection on past experiences. This training is not only mandatory but also valuable for improving coordination and preparedness. Pinellas County provided damage assessment training, where updates to their procedures were shared to improve

efficiency in future events. The city is updating its Comprehensive Emergency Management Plan, departmental emergency plans, and the Substantial Damage Administrative Plan, which outlines how substantial damage determinations are made. A tabletop exercise is scheduled for the 16th of this month to further reinforce preparedness. The city hosted a hurricane expo which drew about 140 attendees and featured productive conversations and shared lessons. She thanked the community and volunteers for their continued collaboration as hurricane season begins.

Commissioner Marriott raised questions about permit application volumes, noting a figure of 269 daily submissions and asking whether this reflects current activity or a cumulative average. She also asked about the types of permits now being submitted, suggesting they are shifting toward more typical, non-disaster-related applications and inquired whether staffing levels are adequate to handle current workloads. Ms. Canary clarified the 269 is a cumulative average since the beginning of the recovery effort, and current daily submissions are likely lower. She is comfortable with the current staffing situation, particularly regarding limited-term employees, and believe they are on track to adjust staffing as needed based on future demand. The team is gaining efficiency, especially in handling appeals, due to increased familiarity with the process.

Commissioner Robinson asked about the timeline for obtaining demolition permits, noting concerns from residents about delays. Ms. Canary did not have a specific timeline on hand but will follow up. She confirmed that final permit closeouts are still being processed within the target of 10 days.

Commissioner Moholland expressed the need of a formal Standard Operating Procedure (SOP) for managing disaster events at the city level, outside of the fire department. The SOP should include city management and elected officials, who often face more turnover. During the recent storm event, there was no clear guidance provided to leadership, particularly regarding FEMA and state emergency protocols, which led to confusion and inefficiencies.

Ms. Canary said she was tasked with updating their department's emergency plan, focusing on specific functions and how those fit into the city's broader Comprehensive Emergency Management Plan. She collaborated closely with department managers and staff, including those on the front lines like the permit counter, to ensure that lessons learned from recent events are incorporated into the new SOP. The aim is to create a plan that is role-based rather than person-specific, so that anyone stepping into a position can understand their responsibilities immediately. This approach acknowledges staff turnover and ensures continuity and clarity in emergency response.

Jim Kilpatrick, Fire Chief, said the hurricanes served as a learning experience, especially for city leadership. In response, the fire department has conducted a thorough analysis of the city's emergency plan, added depth to staffing structure, created position-specific checklists, and clarified roles within the EOC and beyond. These updates are being shaped through lessons learned and feedback gathered from FEMA, the Florida Department of Emergency Management, county and internal city partners, and a SWOT analysis. Emergency planning is an evolving, ongoing process, with improvements made after each event. Commissioner Moholland reiterated his concern about the preparedness of city management and the Commission rather than the fire department. He suggested an annual review of emergency plans and possibly budgeting for a dedicated staff position or external resources to review the plan.

## 2. APPROVAL OF THE AGENDA

Commissioner Moholland asked to add a discussion regarding private parking sales and resident parking permit sales.

Commissioner Rzewnicki asked to move Consent Item 5c to Action Item 6d. She also asked to add two discussion items: waiving permit fees, and CUP process.

Commissioner Robinson asked to add two discussion items: reporting illegal or fraudulent contractors, and a 10% cap for corporate ownership in residential neighborhoods.

**Motion:** Commissioner Moholland moved, Commissioner Rzewnicki seconded, and the motion carried 5-0 to approve the June 10, 2025 City Commission Agenda, as amended.

#### 4. PUBLIC COMMENT

Mark Kanak, 3693 Belle Vista Dr, shared his experience appealing a damage assessment that rose from 30% to 79%, enabling him to seek FEMA funds to elevate his home. While neighbors have completed renovations and returned, his elevation project faces added complexity and delays. He questioned the need for a landscape plan before construction and requested the city streamline the permitting process. Mayor Petrila explained that elevation projects require more steps under the Florida Building Code, such as landscaping and driveway plans, which apply statewide and help maintain FEMA insurance ratings.

Paolo Ammanatti, 230 Lido Dr., addressed permit fees for replacing his storm-damaged air conditioner. The fee is unfair given the damage occurred during a disaster, and he's already faced high costs, displacement, and mold remediation. He requested the city waive permit fees for one year for recovering residents.

Mary McReynolds, 3103 S. De Bazan Ave, expressed the need to prioritize flooding concerns. It poses serious health hazards. Amenities are nice, but public health and safety should come first.

Vincent Tormenia, 3514 Casablanca Dr., requested the Commission to address flooding and seawall issues, noting many residents are willing to contribute around \$250 per household for improvements. He questioned storm sewer fees since 2010 despite none existing in some areas and supported eco-friendly seawall designs. He emphasized the need for flood solutions in the Don Cesar area and called for an investigation into possible financial misconduct by the former Commission.

Kathy Garchow, 3607 Casablanca Dr., appreciated the city's recent financial direction but stressed greater investment in flood resiliency, citing infrastructure issues and a missed hazard mitigation grant. Every \$1 in prevention can save \$6 in damage and estimated the city may need \$25 million annually to meet resiliency goals. She questioned the purpose of the unfunded resiliency fund and whether it should be restructured or ended.

Patricia Armstrong, 3521 Casablanca Ave, supported these concerns, asking if SISD letters could be updated after successful appeals and expressing support for keeping reclaimed water services for sustainability and erosion control.

Deb Schechner, 710 Boca Ciega Isle Dr, raised concerns about shifting sandbars, asking agencies like the Coast Guard or NOAA to investigate for boater safety. She opposed a recent development proposal, citing missing documents, flawed traffic data, and strain on St. Pete Beach's aging infrastructure. She criticized developers for avoiding fair contributions and noted the lack of basic amenities like public restrooms.

Phyllis Parker, 3611 Casablanca Ave., said the city's resiliency project plan should be upgraded from priority two to priority one to address flooding issues.

#### 5. CONSENT

- a. Approval of the May 27, 2025 City Commission Meeting Minutes
- b. Approval of Task Order Amendment #3 with Kimley Horn & Associates, Inc. for Pump Station #1 Rehabilitation Project general engineering services in the amount of \$53,970.00
- c. ~~Authorize the City Manager to execute the NeoGOV contract agreement with Governmentjobs.com, DBA NeoGOV., for a cost of \$266,817.05.~~

**Motion:** Vice Mayor Marriott moved, Commissioner Moholland seconded, and the motion carried 5-0 to approve the June 10, 2025, City Commission Consent Agenda, as amended.

#### 6. ACTION ITEMS

- a. **Resolution 2025-13 (Conditional Use Permit 25057): Request for outdoor music in a dining and drinking area at The Wharf Restaurant (2001 Pass-A- Grille Way)**

A RESOLUTION OF THE CITY OF ST. PETE BEACH, FLORIDA, AUTHORIZING A CONDITIONAL USE



PERMIT FOR THE PLAYING OF OUTDOOR MUSIC IN AN OUTDOOR DINING AND DRINKING AREA AT PARCEL NUMBER 18-32-16-68634-000-0017 WITH ADDRESS OF 2001 PASS-A-GRILLE WAY PURSUANT TO LAND DEVELOPMENT CODE SECTION 15.4.(n); INCORPORATING THE CONDITIONS OUTLINED HEREIN; AND PROVIDING FOR CORRECTION OF SCRIVENER'S ERROR AND AN EFFECTIVE DATE.

The City Clerk swore in all those who would be speaking or presenting to the Commission.

Ex-parte disclosures were that all of the Commissioners read the emails that were received. Commissioner Rzewnicki had a phone call with a resident. Mayor Petrila read the emails and had conversations with residents who live near the property.

Brandon Berry, Senior Planner, summarized a presentation published with the packet, which is part of the meeting record. The Wharf Restaurant at 2001 Pass-a-Grille Way is seeking approval for a conditional use permit to allow live outdoor music in an existing outdoor dining and drinking area. The proposed live music would occur weekly from Wednesday through Saturday between 6:00 p.m. and 9:30 p.m., not Sunday as was mistakenly stated in the staff report. The restaurant is located in a CG-1 commercial zoning district and sits over water with a land-based deck. Nearby areas include commercial, institutional, and office zoning, with residential properties within approximately 250 feet. The music area would be a small, existing 30-sq.ft. stage situated under a roof on the land side of the property. No new construction or expansion is planned. The applicant proposes to host one visiting musician at a time, who would bring their own sound equipment. There would be no permanent amplifiers or speakers installed. Sound limitations would follow existing city noise ordinances, and speaker orientation must be directed toward the patio area. Staff has recommended eight conditions, including limits on days, hours, speaker directionality, equipment restrictions, and provisions for review or revocation if two substantiated noise complaints are received within one year.

Commissioner Moholland expressed concern over the city's weak enforcement of noise ordinances and insisted that any businesses near residential areas seeking a permit for amplified music must be required, not just encouraged, to use sound governing equipment. He is not against music, but against loud music that affects residents' quality of life.

Danielle Vaughn, attorney for the applicant, acknowledged past noise complaints in the neighborhood but emphasized that The Wharf is not designed for loud or large-scale performances. The stage is very small, enough space for one person with a guitar and a single speaker. It's under a roofed area, partially enclosed, and directed inward toward a small seating area, not out toward the water or street. She showed pictures that were included as part of the meeting record. The music is intended only for guests waiting to be seated, with seating for about 20 people. The performer is the same solo musician each night, not a rotation of acts or bands, and there is no intention or capacity for larger performances. She noted that the property is buffered by its parking lot and street, with nearby commercial properties and a marina surrounding it. The setup is modest, controlled, and not intended to be a concert or entertainment venue. Commissioner Moholland stated the city has an ongoing struggle with noise complaints across districts and referenced inadequate enforcement from both the sheriff's office and the limited hours of the code enforcement team. His main issue is the lack of enforceable volume control and the need for mandatory sound governing equipment. Without this requirement, he would not support the permit.

Discussion continued with concerns about the completeness and clarity of The Wharf's application for live outdoor music, especially related to noise control and enforceability. There were inconsistencies in the documentation, conflicting days listed for music (Wednesday–Saturday vs. Wednesday–Sunday), and questions regarding Ms. Vaughn's authority and expertise, particularly regarding sound impacts. Ms. Vaughn confirmed the intended music days are Wednesday through Saturday. There was a request for a sound or acoustic engineer to develop a plan ensuring compliance with local noise ordinances and to reassure residents that the setup

wouldn't negatively affect nearby homes. The responsibility shouldn't fall on non-experts, including city staff, the applicant, or the Commission. Ms. Vaughn could not confirm whether the owner would agree to sound-governing equipment. There were concerns about conditional use permits (CUPs) transferring with the property, which could allow future owners to expand music use beyond current intentions.

PUBLIC COMMENT

Michael Kan, 104 21<sup>st</sup> Ave., lives 300 feet from the business and displayed a photo that is included in the meeting record. He spoke against the CUP if it doesn't have sound governing.

Kennth Hysell, 2032 Vina Del Mar, spoke in favor of the CUP as long as it's similar to the businesses to the north and includes sound governing.

Rich Lorenzen, 107 22<sup>nd</sup> Ave, spoke in favor of the CUP and said none of his neighbors have complained.

The discussion continued noting that although the applicant insisted the music setup is minimal, a single musician with one speaker, there was concern that once the CUP is granted, the city cannot regulate how many performers or what kind of amplification is used. It could escalate beyond what is currently being presented. There was debate over whether the CUP should be tied to the property or the specific applicant. City Attorney Brookes clarified that the Commission could condition the CUP so that any change in ownership or restaurant management would require a new application. This option received support as a way to prevent future operators from taking advantage of the permit without going through the same review process. There was general support for sound governing to ensure volume remains at an acceptable level, but there was uncertainty about how to define and enforce that requirement, since no one present, including the applicant, had sound engineering expertise. There was a recommendation to bring in a professional sound or acoustic engineer to assess the setup and submit a formal noise mitigation and compliance plan. There was a question of complaints. Peyt Dewar, Code Enforcement Manager, said a notice of violation was issued in March 2025, and the business complied within the required timeframe. Prior to that, a courtesy notice was sent in 2023, and no further complaints were received for a year. Inspections were conducted in December 2024 and again in March 2025. In December 2024, no music was observed during the inspection, but an investigation based on social media revealed that music had been played Wednesday through Saturday from 6 to 9 or 9:30 p.m., which led to the March 2025 notice of violation. The business stopped playing music after that. There were questions about the physical layout of the space and how music might travel across the water or through surrounding areas. There was consensus that more technical information was needed. The City Attorney confirmed the Commission could continue the hearing until an acoustic study is completed and submitted. Commissioners agreed this would help ensure that any CUP approved would be based on expert recommendations, be enforceable, and help to balance entertainment with quality of life for nearby residents. Other recent similar CUPs have required a sound governor, which can be a device (hardware or software) that limits maximum volume output. This governor can be analog or digital and is usually controlled by a designated manager. Questions were raised about the owner's delinquent tax receipts. Legally, business tax receipts cannot be tied to zoning approvals. Discussion included whether the CUP should include an annual review, however, such requirements are inconsistent with how the city treats other businesses and development agreements. The CUP could be conditioned to run with the current owner/operator rather than the property itself, allowing re-evaluation if ownership changes. James A. Miller, owns both the property and the business operating on it, and the Commission agreed that the CUP should be tied directly to him. There was a another detailed discussion about the use and function of a sound governor. This equipment can be either software or hardware-based and is to be accessible only to on-site management. The intent is to create a consistent enforcement mechanism that applies equally to this and similar businesses. The enforcement process was also reviewed. For a complaint to be substantiated, staff or the sheriff's office must be present during music hours to measure the sound level and confirm a violation. Two substantiated violations would automatically bring the CUP back before the Commission for reconsideration. Unsubstantiated complaints would not trigger this. Hotel Zamora was cited as a successful example where a sound governor resolved previous noise issues.

**Motion:** Vice Mayor Marriott moved, seconded by Mayor Petrila and the motion carried 3-2 to approve Resolution 2025-13, as amended to include two conditions: the requirement of a sound governing device and that the conditional use permit is tied to the owner. Commissioners Robinson and Rzewnicki voted no.

**b. Resolution 2025-14 (Conditional Use Permit 25058): Request for outdoor music in a dining and drinking area at La Dolce Vita Trattoria Restaurant (7141 Gulf Boulevard)**

A RESOLUTION OF THE CITY OF ST. PETE BEACH, FLORIDA, AUTHORIZING A CONDITIONAL USE PERMIT FOR THE PLAYING OF OUTDOOR MUSIC IN AN OUTDOOR DINING AND DRINKING AREA AT PARCEL NUMBER 36-31-15-77994-042-0040 WITH ADDRESS OF 7141 GULF BLVD PURSUANT TO LAND DEVELOPMENT CODE SECTION 33.4.(g); INCORPORATING THE CONDITIONS OUTLINED HEREIN; AND PROVIDING FOR CORRECTION OF SCRIVENER'S ERROR AND AN EFFECTIVE DATE. Brandon Berry, Senior Planner, summarized his presentation which was included in the meeting record. The conditional use permit (CUP) 25508 is for 7141 Gulf Blvd, the location of La Dolce Vita Trattoria Restaurant, owned by Greek Beach LLC. The request was originally for live and recorded music in an existing outdoor dining area but the applicant has decided to drop live music, seeking approval only for recorded music from 12:30 p.m. to 9:30 p.m. Sunday through Thursday, and until 10:30 p.m. on Fridays and Saturdays. The property is zoned commercial (CC2) and is near residential properties about 70 feet away. The speakers are oriented toward Gulf Blvd. and the restaurant to minimize noise impact on nearby residences. The applicant agreed to conditions including automatic volume limiters, sound governors accessible only by management, and sound tests to ensure music is not audible from neighboring homes. This noise standard is more strict, as the special planning area requires that music not be audible to residences, beyond the typical 65-decibel limit. Speakers will be permanently installed, low wattage, and equipped with sound governors. If there are two verified noise violations, the CUP must return to the Commission for review.

There was discussion on how noise audibility to neighbors will be measured. The standard used is that music cannot exceed three decibels above the ambient background noise at the nearest residence, ensuring it's effectively inaudible. The applicant's representative, Pietro Bardoli, confirmed that they could comply with this requirement. This threshold is stricter than typical city limits and has been used in prior permits, such as Hotel Zamora, which set decibel limits based on ambient noise. Ambient noise levels typically range from 55 to 65 decibels in the city, depending on traffic. The wall on the east side of the property is not a solid sound barrier. Mr. Bardoli confirmed they want only ambient music, agree to the noise restrictions, and will end music by 10 p.m., matching staff recommendations. Current business hours vary seasonally, generally opening from early afternoon to around 9:30 p.m.

**PUBLIC COMMENT**

No members of the public came forward.

Ex-parte disclosures were that all of the Commissioners read the materials and emails that were received. Commissioner Rzewnicki drove by the establishment.

Concerns were raised about the property's proximity to residences and potential noise impact, since some nearby businesses do not have outdoor music. The City Attorney noted the CRD code prohibits amplified music audible to neighbors and requires walls between residential and commercial uses to minimize noise but does not mandate constructing new barriers.

**Motion:** Vice Mayor Marriott moved to approve with conditions, motion died due to lack of second.

Discussion included that that CRD Standard 39.5 bans amplified music audible to the neighboring residents. If

staff confirms music can be heard off-site, it's a violation. This permit adds a measurable standard (3 decibel difference above ambient) for noise rather than a general "no audible music" rule. This helps enforce noise limits using decibel meters without changing existing protections. The ambient music is expected to be quieter than typical city street noise, and no complaints about ambient music have been received for similar venues in the area. The applicant stated their restaurant only plans to play low-volume ambient Italian music, quiet enough for servers to talk with guests. It was noted that residents will report even minor noise and that two verified complaints would bring the issue back to the Commission.

**Motion:** Commissioner Moholland moved, seconded by Vice Mayor Marriott, and the motion carried 5-0 to approve Resolution 2025-14, striking Condition 2 and adding a condition that the conditional use permit is tied to the owner.

**c. Resolution 2025-16 A Resolution Opposing Offshore Drilling**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH, FLORIDA, OPPOSING OFFSHORE 011, DRILLING AND EXPLORATION ACTIVITIES; AND PROVIDING FOR AN EFFECTIVE DATE.

Adam Poirrier, Assistant City Manager, said this was prompted by a May 14th notification from a firm called Oceana, alerting the city that the Bureau of Ocean Energy Management (BOEM) is seeking public input on its 11th National Outer Continental Shelf Oil and Gas Leasing Program. Although Florida is currently under a drilling moratorium, BOEM indicated that such areas could still be considered. The resolution's language is similar to ones previously passed in 2009, 2018, and 2023. If approved, the city will notify BOEM and inform state and federal lobbyists. Public input is open until June 16th.

There was discussion citing past disasters like the BP Deepwater Horizon spill and the risks to tourism, local jobs, and the environment. Protecting Florida's beaches was a matter of both environmental and economic security. Further discussion questioned the resolution's practical impact, especially since drilling farther than 250 miles could still affect local shores. There was opposition citing energy independence and national security as reasons to support expanded drilling. There was debate over whether the resolution should be stronger, include more specific protections, or even be pursued at all given its symbolic nature. There was reference to Jon Kurzman's emailed comments, which were made a part of the meeting record.

**PUBLIC COMMENT**

No members of the public came forward.

**Motion:** Commissioner Robinson moved, seconded by Vice Mayor Marriott and the motion carried 3-2 to approve Resolution 2025-16. Commissioners Rzewnicki and Moholland voted no.

**d. Authorize the City Manager to execute the NeoGOV contract agreement with Governmentjobs.com, DBA NeoGOV., for a cost of \$266,817.05.**

Commissioner Rzewnicki questioned a cost discrepancy. During the budget workshop, the budget showed \$50,000 allocated in 2025 and another \$50,000 in 2026, totaling \$100,000. However, the current item being discussed reflects a cost of \$246,000. Candyce Galloway, Chief Technology & Innovation Officer, said the \$246,000 figure reflects the full potential cost of a three-year contract, including optional additional modules that may be added later. For now, only the core \$50,000 annual services (HR, payroll, time clock, and benefits) are planned for 2025 and 2026, matching the budget. The higher total includes possible future expansions not yet decided, which explains the discrepancy between the budgeted amount and the full contract value.

The Commission discussed the cost and structure of the software contract. Ms. Galloway explained that only essential services are planned for now, and any additional features will be evaluated later. There was concern

about potential hidden costs, such as extra staffing during implementation. Ms. Galloway acknowledged that while some added costs are possible, most current needs will be handled in-house. The item presented is for the full contract value, but actual expenses may end up being lower. It was calculated that the cost is around \$450–\$500 per employee per year, which aligns with similar systems in other organizations. Ms. Galloway noted that the city will save money long-term compared to existing contracts, with core costs already decreasing from \$70,000 to under \$40,000 annually after implementation.

**Motion:** Vice Mayor Marriott moved, seconded by Commissioner Robinson, and the motion carried 5-0 to authorize the City Manager to execute the NEOGov contract agreement.

7. ORDINANCES

**a. Final reading of Ordinance 2025-12: Amendments to Land Development Code Divisions 16 - CG-2 COMMERCIAL DISTRICT and 33 - CC2 COMMERCIAL CORRIDOR GULF BLVD DISTRICT**

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA CORRECTING ERRORS IN PRIOR ORDINANCES BY AMENDING THE CITY'S LAND DEVELOPMENT CODE DIVISION 16 CG-2 COMMERCIAL DISTRICT, SECTION 16.2 PERMITTED PRINCIPAL USES AND STRUCTURES TO RECOGNIZE AND ALLOW FULL-SERVICE RESTAURANTS, AND DIVISION 33 CC2 COMMERCIAL CORRIDOR GULF BLVD DISTRICT, SECTION 33.7 DENSITY AND INTENSITY TO CLARIFY THAT SINGLE- FAMILY RESIDENCES ARE PROHIBITED; AND PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, CORRECTION OF SCRIVENER'S ERRORS, CONSTRUCTION, PUBLICATION, AND AN EFFECTIVE DATE.

PUBLIC COMMENT

No members of the public came forward.

**Motion:** Commissioner Rzewnicki moved, seconded by Vice Mayor Marriott and the motion carried 5-0 to approve the final reading of Ordinance 2025-12.

**b. Final Reading of Ordinance 2025-13: for an amendment to the FY25 Budget**

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA PROVIDING FOR AN AMENDMENT TO THE BUDGET FOR FISCAL YEAR 2025 BY INCREASING APPROPRIATIONS FOR EXPENDITURE IN THE GENERAL FUND, WASTEWATER, RECLAIMED WATER FUND, STORMWATER FUND AND CONSTRUCTION PROJECT FUND; PROVIDING FOR CODIFICATION; CONFLICTS; SEVERABILITY; CORRECTION OF SCRIVENER'S ERROR; CONSTRUCTION; PUBLICATION; AND AN EFFECTIVE DATE.

PUBLIC COMMENT

No members of the public came forward.

**Motion:** Commissioner Moholland moved, seconded by Commissioner Rzewnicki, and the motion carried 5-0 to approve the final reading of Ordinance 2025-13.

**c. Final Reading of Ordinance 2025-14: Sunset Library Advisory Committee**

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA AMENDING THE CODE TO SUNSET AND END ALL DUTIES OF THE LIBRARY ADVISORY COMMITTEE BY DELETING CHAPTER 22 BOARDS, COMMITTEES, COMMISSIONS ARTICLE V. LIBRARY ADVISORY COMMITTEE CODE SECTIONS 22-136 THROUGH 22-144; PROVIDING FOR CODIFICATION; CONFLICTS; SEVERABILITY; CORRECTION OF SCRIVENER'S ERROR; CONSTRUCTION; PUBLICATION; AND

AN EFFECTIVE DATE.

City Manager Robustelli clarified a previous statement made during the first reading, correcting that the current library board members had not been notified in advance about the commission's decision to remove the board from the municipal code. After discovering this oversight, the library director personally met with each member, and Ms. Robustelli sent letters of apology and explanation.

PUBLIC COMMENT

No members of the public came forward.

**Motion: Vice Mayor Marriott moved, seconded by Commissioner Rzewnicki, and the motion carried 5-0 to approve the final reading of Ordinance 2025-14.**

8. ITEMS FOR DISCUSSION

**a. Discussion on Private Parking Sales**

Commissioner Moholland expressed regret about missing the upcoming fee study and parking plan but shared concerns before leaving. He noted that some Pass-a-Grille residents are reportedly renting out their personal parking spots for \$40 a day and even selling city-issued parking passes, creating a private profit from public resources. He requested the Commission reconsider how parking passes are issued and said the city is not charging enough for parking overall. Mayor Petrila said operating a parking lot without proper approval is a code violation and encouraged reporting such activity. He agreed parking rates may be too low and said the upcoming fee study will help guide changes.

**b. Discussion on Waiving Permit Fees for Storm Damage**

Commissioner Rzewnicki said she's heard from residents expressing frustration about delays in submitting their permits for various reasons, such as financial hardship, waiting on grant approvals like Elevate Florida, or uncertainty about their situation, including historic designations or damage assessments. There was a suggestion to create an application process allowing residents to submit evidence explaining their delays to provide some relief or flexibility. Discussion included that while permitting fees can feel punitive, they represent a small portion of the overall cost and are meant to cover staff time, not generate profit. Concerns were raised about how to fairly determine who might receive fee waivers and how to fund those waivers, since permitting fees impact the city's budget. The permitting process can be slow, and improving efficiency could increase resident satisfaction. Examples from other cities were mentioned, where unsafe homes must be repaired or demolished. Any fee waiver proposal needs clear eligibility criteria and a funding plan. Staff will not act without Commissioners providing a detailed plan or directive.

**c. Discussion on CUPs**

Commissioner Rzewnicki produced a stack of letters related to Conditional Use Permits (CUPs) for the city, highlighting the challenge of managing them. The discussion expressed frustration about ongoing issues with certain CUPs, specifically one for the Tradewinds and Zamora parking lot on Gulf Boulevard. This CUP, originally approved in 2011 and extended several times, was supposed to allow overflow parking for a maximum of five years and only for the original applicant, not the current owner. However, violations continue, including unauthorized trailers parked on the lot, lack of required landscaping, and general disrepair. The situation has caused frustration, and the lot has been subject to special magistrate involvement due to these violations.

**Motion: Commissioner Moholland moved, seconded by Commissioner Robinson, and the motion carried 3-2 to extend the meeting to 10:15pm. Vice Mayor Marriott and Mayor Petrila voted no.**

Commissioner Rzewnicki is open to bringing the issue of managing CUPs back for an action item, stressing the need to review all existing CUPs thoroughly. She wants to help the city improve efficiency, especially since

managing these permits through excel spreadsheets is impractical. CUPs have varying expiration dates and different conditions, making enforcement complicated. She referenced the CUP related to the Tradewinds property, which is currently being misused and requires clearer enforcement and possibly a new approval if usage changes. City Manager Robustelli said the Commissioner is describing an operational issue. She asked for direction on a presentation comparing the current management system to possible improvements. The team responsible for CUP management is currently focused on improving the permitting process, so adding this task would create extra workload. She requested patience and understanding on timing while continuing to address specific CUP issues as they arise.

**d. Discussion on Tracking Illegal or Fraudulent Contractors**

Commissioner Robinson shared concern about unlicensed contractors in the city, or contractors working under someone else's license collecting money but not performing work and using the same subcontractors across multiple jobs. Residents might be taken advantage of and she asked if the permit department can implement a complaint or reporting system for fraudulent contractors. Enforcement isn't under the city's jurisdiction, but she suggested creating an easy-to-access resource or "dashboard" for residents with information on how to report unlicensed or fraudulent contractors to the appropriate state agencies, like the Florida Construction Licensing Board or Attorney General's office. Most people pull their own permits, which complicates verification, but recommended including licensing verification and reporting info in permit packages and promoting this through social media to raise awareness. Ms. Robustelli said staff can make a one-sheeter on verifying and reporting contractors. Information is shared online and in the office.

**e. Discussion on a 10% Cap for Corporate Ownership in Residential Neighborhoods**

Commissioner Robinson raised the idea of exploring a 10% cap on corporate ownership of residential properties, citing resident concerns about corporate entities are taking over neighborhoods. The City Attorney acknowledged the request and said he would need to research the issue further, especially in light of potential constitutional concerns and the implications of Senate Bill 180. This wouldn't be a comprehensive plan item but would require legal review.

**9. CITY CLERK, CITY MANAGER, CITY ATTORNEY, AND CITY COMMISSION REPORTS**

**City Clerk** – City Clerk Rose provided an update on the commissioner appointment process. No applications received to date. The application period closes on June 17.

**Frances Robustelli, City Manager** – had no report

**City Attorney Brookes** – had no report

**Commissioner Moholland** – had no report

**Commissioner Rzewnicki** – reported on a general membership meeting and social for DCPOC on August 14. They will be discussing the 100<sup>th</sup> Year celebration for the Don Cesar neighborhood.

**Commissioner Robinson** – Hosting 'library hours' on June 20, at 5:00pm.

**Vice Mayor Marriott** – had no report

**Mayor Petrila** – had no report

Mayor Petrila adjourned the meeting at 10:11pm

MINUTES APPROVED:

RENEE ROSE  
CITY CLERK

ADRIAN PETRILA  
MAYOR

**CITY COMMISSION MEETING  
CITY OF ST. PETE BEACH  
COMMISSION CHAMBERS**

**Agenda Report**

**Agenda Title Name:** Approval of FY26 Co-Sponsored Special Event Applications.

**Action Request:** Approval of the requested FY26 co-sponsored special event applications as submitted.

**Strategic Objective:** Community Prosperity

**Date:** June 24, 2025

**Prepared By:**

**Through:**

**Summary of Issue:** Recreation staff presented the FY26 special event co-sponsorship requests to the Parks and Recreation Advisory Board on May 27, 2025. At that meeting, the board recommended approval of the requests as presented. Staff is now recommending approval of the co-sponsorships, with estimated associated costs to be included in the FY26 Operating Budget. These costs include approximately \$18,348 for the Pinellas County Sheriff's Office, approximately \$7,600 in special event permit fees, and approximately \$5,625 for Emergency Medical Services, depending on the final size and scope of each event.

The events recommended for co-sponsorship include the Corey Avenue Arts and Craft Festivals (four events), the Pass-A-Grille Community Church Concert Series (four events), the Corey Avenue Mardi Gras Celebration, the Corey Avenue St. Patrick's Day Celebration, the Pass-A-Grille Women's Club 2026 Home Tour, the 8th Avenue Party Under the Lights (two events), the Corey Avenue Seafood Festival, the Corey Avenue End of Summer Party, the Corey Avenue Halloween Trunk or Treat, the Pass-A-Grille Community Bonfire, and the Corey Avenue Holiday Parade and Concert.

All event organizers will be required to submit a complete permit application, including all necessary



documentation and approvals, no later than 60 days prior to their scheduled event date.

**Funding:**

General Fund Operating Expense

**Attachments:**

1. 8th Ave Party Under the Lights May
2. 8th Ave Party Under the Lights November
3. CABA Craft Festivals
4. CABA End of Summer Party
5. CABA Golf Cart Parade and Concert
6. CABA Mardi Gras
7. CABA Seafood Festival
8. CABA St Patricks Day
9. CABA Trunk or Treat
10. PAG Association Bonfire
11. PAG Church Concert series
12. PAG Womens Home Tour
13. 2026 Co-Sponsorship and Event Planning spreadsheet
14. 2025-26 City Co-Sponsorship Application



**City of St Pete Beach**  
**Application for City Co-sponsorship October 1, 2025 – September 30, 2026**  
(See instructions on page 3)

**GENERAL EVENT INFORMATION**

DATE OF APPLICATION: 4-7-25

NAME OF EVENT: Party Under the Lights

LOCATION: 8th Avenue

DATE(S): ~~10-3-28~~ 5-2-26

HOURS: 4pm - 10pm

EXPECTED ATTENDANCE 300

PURPOSE (Why is the event being produced?):

Community event for many years

**A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.**

**APPLICANT (The organization promoting or sponsoring the event.)**

NAME OF ORGANIZATION: Visit Pass-a-Groille Business Collaborative

TYPE OF ORGANIZATION:

☐ Profit

☒ Non-Profit

ADDRESS: 113 11th Ave

CITY: SPB

STATE: FL

ZIP: 33706

AUTHORIZED PERSON IN CHARGE: ~~Mary~~ Cheryl Engel

PHONE #: 401-864-4495

EMAIL: coastalstateofmind23@gmail.com

**CITY PARTICIPATION REQUESTED (Please include additional sheets as necessary to clarify your request)**

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones
- ✓ Trash bins
- ✓ Assistance in digging a hole for a beach fire on public beaches

Please indicate your request of sponsorship from the City of St Pete Beach below

☒ Off Duty Pinellas County Sheriff Officers for the event

For office use only:

Total event hours \_\_\_\_\_ Expected attendance: \_\_\_\_\_ Number of officers needed \_\_\_\_\_

Estimated Cost \$ \_\_\_\_\_

☒ EMS during the event

For office use only:

Total event hours \_\_\_\_\_ Expected attendance: \_\_\_\_\_ Number of Rescue units needed \_\_\_\_\_

Estimated Cost \$ \_\_\_\_\_

☒ Public Services staff for the event

For office use only:

Total event hours \_\_\_\_\_ Expected attendance: \_\_\_\_\_ Number of staff needed \_\_\_\_\_

Estimated Cost \$ \_\_\_\_\_

☐ Barricades  
Number requested 7

☒ Orange Cones  
Number requested 8

☒ Trash Bins  
Number Requested 6

☐ Assistance in digging a hole for beach fire on public beaches

Please attach any other pertinent information to this application that will help substantiate your need for City co-sponsorship.  
(See instructions and timeline on next page)



**City of St Pete Beach**  
**Application for City Co-sponsorship October 1, 2025 – September 30, 2026**  
(See instructions on page 3)

**GENERAL EVENT INFORMATION**

DATE OF APPLICATION: 4-7-25

NAME OF EVENT: Party Under the Lights

LOCATION: 8th Avenue

DATE(S): ~~10-3-28~~ 11-1-25

HOURS: 4pm - 10pm

EXPECTED ATTENDANCE 300

PURPOSE (Why is the event being produced?):

community event for many years

**A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.**

**APPLICANT (The organization promoting or sponsoring the event.)**

NAME OF ORGANIZATION: Visit Pass-a-Grille Business Collaborative

TYPE OF ORGANIZATION:

☐ Profit

☒ Non-Profit

ADDRESS: 113 11th Ave

CITY: SPB

STATE: FL

ZIP: 33706

AUTHORIZED PERSON IN CHARGE: ~~Mary Blum~~ Cheryl Engel

PHONE #: 401-864-4495

EMAIL: coastal.state.of.mind@23@gmail.com

**CITY PARTICIPATION REQUESTED (Please include additional sheets as necessary to clarify your request)**

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones
- ✓ Trash bins
- ✓ Assistance in digging a hole for a beach fire on public beaches

Please indicate your request of sponsorship from the City of St Pete Beach below

☒ Off Duty Pinellas County Sheriff Officers for the event

|                         |                            |                                 |
|-------------------------|----------------------------|---------------------------------|
| For office use only:    |                            |                                 |
| Total event hours _____ | Expected attendance: _____ | Number of officers needed _____ |
| Estimated Cost \$ _____ |                            |                                 |

☒ EMS during the event

|                         |                            |                                     |
|-------------------------|----------------------------|-------------------------------------|
| For office use only:    |                            |                                     |
| Total event hours _____ | Expected attendance: _____ | Number of Rescue units needed _____ |
| Estimated Cost \$ _____ |                            |                                     |

☒ Public Services staff for the event

|                         |                            |                              |
|-------------------------|----------------------------|------------------------------|
| For office use only:    |                            |                              |
| Total event hours _____ | Expected attendance: _____ | Number of staff needed _____ |
| Estimated Cost \$ _____ |                            |                              |

\_\_\_ ☒ Barricades  
Number requested 7

☒ Orange Cones  
Number requested 8

☒ Trash Bins  
Number Requested 6

\_\_\_ Assistance in digging a hole for beach fire on public beaches

Please attach any other pertinent information to this application that will help substantiate your need for City co-sponsorship.  
(See instructions and timeline on next page)



**City of St Pete Beach**  
**Application for City Co-sponsorship October 1, 2025 – September 30, 2026**  
(See instructions on page 3)

**GENERAL EVENT INFORMATION**

DATE OF APPLICATION: February 28<sup>th</sup>, 2025

NAME OF EVENT: Craft Fairs

LOCATION: Corey Avenue Between Blind Pass and Gulf Blvd

DATE(S): December 6<sup>th</sup>/7<sup>th</sup>, January 10<sup>th</sup>/11<sup>th</sup>, April 11<sup>th</sup>/12<sup>th</sup>, May 30<sup>th</sup>/31<sup>st</sup>

HOURS: 10AM to 2PM

EXPECTED ATTENDANCE 1000

PURPOSE (Why is the event being produced?):  
Art and Craft Fair

**A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.**

**APPLICANT (The organization promoting or sponsoring the event.)**

NAME OF ORGANIZATION: Corey Area Business Association

TYPE OF ORGANIZATION: \_\_\_\_\_ Profit X Non-Profit

ADDRESS: 357 Corey Avenue

CITY: St. Pete Beach STATE: FL ZIP: 33706

AUTHORIZED PERSON IN CHARGE: Ken Hautmann

PHONE #: 727-698-6014 EMAIL: ken@chillstpetebeah.com

**CITY PARTICIPATION REQUESTED (Please include additional sheets as necessary to clarify your request)**

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones
- ✓ Trash bins
- ✓ Assistance in digging a hole for a beach fire on public beaches

Please indicate your request of sponsorship from the City of St Pete Beach below

☒ Off Duty Pinellas County Sheriff Officers for the event

For office use only:

Total event hours \_\_\_\_\_ Expected attendance: \_\_\_\_\_ Number of officers needed \_\_\_\_\_  
Estimated Cost \$ \_\_\_\_\_

☒ EMS during the event

For office use only:

Total event hours \_\_\_\_\_ Expected attendance: \_\_\_\_\_ Number of Rescue units needed \_\_\_\_\_  
Estimated Cost \$ \_\_\_\_\_

\_\_\_\_\_ Public Services staff for the event

For office use only:

Total event hours \_\_\_\_\_ Expected attendance: \_\_\_\_\_ Number of staff needed \_\_\_\_\_  
Estimated Cost \$ \_\_\_\_\_

☒ Barricades

Number requested 8

\_\_\_\_\_ Orange Cones

Number requested \_\_\_\_\_

☒ Trash Bins

Number Requested 10

\_\_\_\_\_ Assistance in digging a hole for beach fire on public beaches

Please attach any other pertinent information to this application that will help substantiate  
your need for City co-sponsorship.  
(See instructions and timeline on next page)



## City of St. Pete Beach Event Application

### Applicant

Name of Applicant: Ken Hautmann Title (If applicable): President

Name of Organization (if applicable): Corey Avenue Business Associatin (CABA)

Tax Exempt? ☒ Yes ☐ No Non-Profit? ☒ Yes ☐ NO *If yes on either, please provide documentation*

Mailing Address: 363 Corey Avenue, St. Pete Beach, FL 33706

Cell Phone: 7276986014 Email: ken@chillstpetebeach.com

### Event Information

Event Title: St. Pete Beach Corey Area Craft Festival Event/Organization Web Address: artfestival.com

Event Location(s): Corey Avenue between Boca Ciega Drive and Gulf Blvd

*If location is private property, a letter giving permission for the event to take place on the property must be included with the application.*

### Event Date(s) & Time(s)

| Date                    | Day of the Week    | Start Time | End Time       |
|-------------------------|--------------------|------------|----------------|
| <u>January 3th 2026</u> | <u>Saturday</u>    | <u>6am</u> |                |
| <u>January 4th 2026</u> | <u>Sunday</u>      |            | <u>7:00 PM</u> |
| <u>See Attached for</u> | <u>other Dates</u> |            |                |

Set Up Date(s): January 4th 2025 Time(s) 6:00 AM to 10:00 AM

Cleanup Date(s): January 5th 2025 Time(s) 5:00 PM to 7:00 PM

Description of Event: 31st Annual Craft Fair

Will this be an Annual Event? ☒ Yes ☐ No If yes, next year's date(s): April 12/13, May 31/June 1, Dec. 6/7



## Event Logistics

Estimated Attendance

1000

1000

(includes event crew, participants, and spectators)

This Year

Last Year (if Applicable)

*Under City Ordinance Section 26-33 any special event which consists of 250 or more persons or the event is a sports related may require standby Emergency Medical Services (EMS) personnel, vehicle(s) and equipment. See Page 10 of the Event Guide for more on EMS service requirements.*

The EMS and fire vehicle fees are listed below:

|                                                                                  |         |
|----------------------------------------------------------------------------------|---------|
| Fees for off-duty fire department personnel special detail (minimum of 3 hours): | \$50.00 |
| Special event fire vehicle per hour per vehicle (minimum of 3 hours):            | \$25.00 |

List all event activities: \_\_\_\_\_

Electricity Needed ☒ Yes ☐ No Source: City electric boxes on Corey Avenue

Will portable restrooms be used? ☒ Yes ☐ No If yes (include on site plan): One ADA compliant toilet for every 10 per location

Will Dumpsters be used? ☐ Yes ☒ No If yes (include on site plan)  
How Many? \_\_\_\_\_ Size: \_\_\_\_\_ Installation Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

Entertainment (Detail type, bands, DJs, dancers, clowns, etc) \_\_\_\_\_

Parking Plan (please be detailed and include on site map): See Attached. Ride Sharing will be encouraged

## Food and Beverage:

Will alcohol be served or sold? ☐ Served ☐ Sold ☒ No Alcohol

Will there be food trucks? ☐ Yes ☒ No

*All food trucks must be registered with the city.*

If yes, please list the truck/trailer vendors

1. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
2. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
3. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
4. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_

*If you need additional space to list more food trucks please attached an additional sheet listing name of truck and the permit number.*

Other Food Vendors that are not a truck or trailer

List all other vendors (art, crafts, clothes, etc) See Attached

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**Event Equipment – All equipment below other than a 10x10 tent requires a temporary structure permit. Please include the temporary structure permit for each piece of equipment listed below with the event application.**

**Tents:** *Please list number of tents and size of each and include location on the site plan.*

Each vendor will have a 10x10 tent. See Attached diagram

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**Stage/Platforms:** Please list dimensions, scaffolding, etc and include location on the site plan.

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**All temporary structures that cover an area greater than 120 sq. ft. including connecting spaces with a common area means of egress or entrance that are used for the gathering together of 10 or more persons shall not be erected, operated, or maintained for any purpose without obtaining a permit from the Building Official.** The application should include a site plan indicating the location of the structure and information delineating the means of egress and the occupant load. FBC 3103. The Building Official gives permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. All temporary power must comply with FFPA 70 NEC Article 590.

#### Vehicle on the Beach Permits

Do you need to have a vehicle on the beach for your event?

☐

Yes

☒

No

*If Yes, please include a vehicle on the beach permit application with the event application*

#### Street Closures

Does Event require any Road or Sidewalk Closures?

☒

Yes

☐

No

*If yes, you must include all the details in the site plan including streets and times*

| Road                        | Start Intersection          | End Intersection            | Date                        | Times                       |
|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Corey Avenue</u>         | <u>Gulf Blvd</u>            | <u>Boca Ciega Blvd</u>      | <u>Jan 4 and 5th</u>        | <u>6am to 7pm</u>           |
| <u>                    </u> | <u>                    </u> | <u>                    </u> | <u>                    </u> | <u>                    </u> |
| <u>                    </u> | <u>                    </u> | <u>                    </u> | <u>                    </u> | <u>                    </u> |

**Signage/Banners – Please list number, size and placement of each banner that you plan to use to promote the event. If requesting to hang a banner over 75<sup>th</sup> Ave, a FDOT permit is required and request must be made at least 90 days before the event.**

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**City Equipment – Please indicate the number needed for your event, if none, please put a zero (0).**

8 Barricades

       Cones

20 Trash Bins

As the Applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors, or parties affiliated with the event and to insure compliance with the special event guide, the event rules guidelines, requirements for tents and all policies, rules, regulations, and code provisions of the City of St. Pete Beach. I understand that any violations may result in immediate cancellation and revocation of the Event permits. I further certify that all the facts contained in this request are accurate.

No advertising for the event shall occur until this Special Event permit has been approved by City staff and Commission.

If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site conditions or code violation as identified by City Staff will result in revocation of the permit and/or code enforcement fines.

For events on Public property, I agree to obtain and furnish the City of St. Pete Beach with a certificate of general liability insurance in the amount of at least one million dollars (\$1,000,000) or greater as deemed satisfactory by the city. The insurance must name the City of St. Pete Beach as an additional insured.

I understand incomplete application or any outstanding financial obligations with any department with in the City of St. Pete Beach may result in a denial of my request.

Ken Hautmann

Print Name

CABA

Corporation Name (if applicable)

Signature

February 28th, 2025

Date

## EVENT APPLICATION FEES

Up Type IA events: St Pete Beach Resident/Business that does not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IB events: Non-Resident/Business that does require not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IIA events: St Pete Beach Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type IIB events: Non-Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type III Events: include any event which cannot be reviewed under subparagraphs (a) or (b) of this section.

| Attendance | Type IA  | Type IB  | Type IIA | Type IIB   | Type III |
|------------|----------|----------|----------|------------|----------|
| Up to 249  | \$25.00  | \$50.00  | \$75.00  | \$100.00   | TBD      |
| 250-500    | \$50.00  | \$100.00 | \$250.00 | \$350.00   | TBD      |
| 501-999    | \$75.00  | \$150.00 | \$500.00 | \$650.00   | TBD      |
| 1000+      | \$100.00 | \$200.00 | \$750.00 | \$1,000.00 | TBD      |

## OTHER FEES

Temporary Structure, Outdoor Cooking and Beach Fire permits are \$25 per permit.

Vehicle on the Beach permits is \$15. Food Truck/Trailer permit is \$170 annually

Fire Department stand – by is \$125 per hour with a minimum of 3 hours (1 crew and vehicle)

# City of St. Pete Beach Event Application Checklist

## Please Include:

- ☐ Site Plan: Maximum Size of 8.5" x 11" including the following information
  - ☐ Location of food vendor area (s)
  - ☐ Tent locations and sizes
  - ☐ Location of food truck/trailers
  - ☐ Location of stage
  - ☐ Fuel storage/dispensing areas
  - ☐ Emergency access routes for LEO and Fire
  - ☐ Location of vending booths
  - ☐ Location of fire extinguishers & other life safety equipment
  - ☐ Description of sound amplification facilities or equipment
  - ☐ Location of alcoholic beverage consumption areas and vending
  - ☐ Location of Generators
  - ☐ Identify any fences/gates around the event
  - ☐ Table, chair and equipment layout
  - ☐ Location of portable restrooms
  - ☐ Location of designated protest area (if applicable)
- ☐ Traffic & Parking Plan and Map that includes: vendor parking, handicap parking, shuttle routes and times, shuttle drop off/pick up, and ride share drop off and pick up.
- ☐ Safety Plan that includes vendor load in and out times
- ☐ Certificate of Insurance
- ☐ Copy of Impact Letter if closing streets for an event
- ☐ Written authorization from all private properties that are included in the event plan
- ☐ Outdoor Cooking Permit Application (if applicable)
- ☐ Temporary Structure Permit Application (if applicable)
- ☐ Building Permit Application (if applicable for stages)
- ☐ Vehicle on the Beach Permit Application (if applicable)
- ☐ Beach Fire Permit Application (if applicable)
- ☐ Tax Exempt Documentation (if applicable)
- ☐ Non-Profit Documentation (if applicable)

**Please send completed application to:**

**City of St. Pete Beach**

**Jennifer McMahon, Recreation Director**

**155 Corey Ave**

**St. Pete Beach, FL 33706**

Or email to: [Rddirector@stpetebeach.org](mailto:Rddirector@stpetebeach.org)

727-363-9274 or fax at 727-363-9246

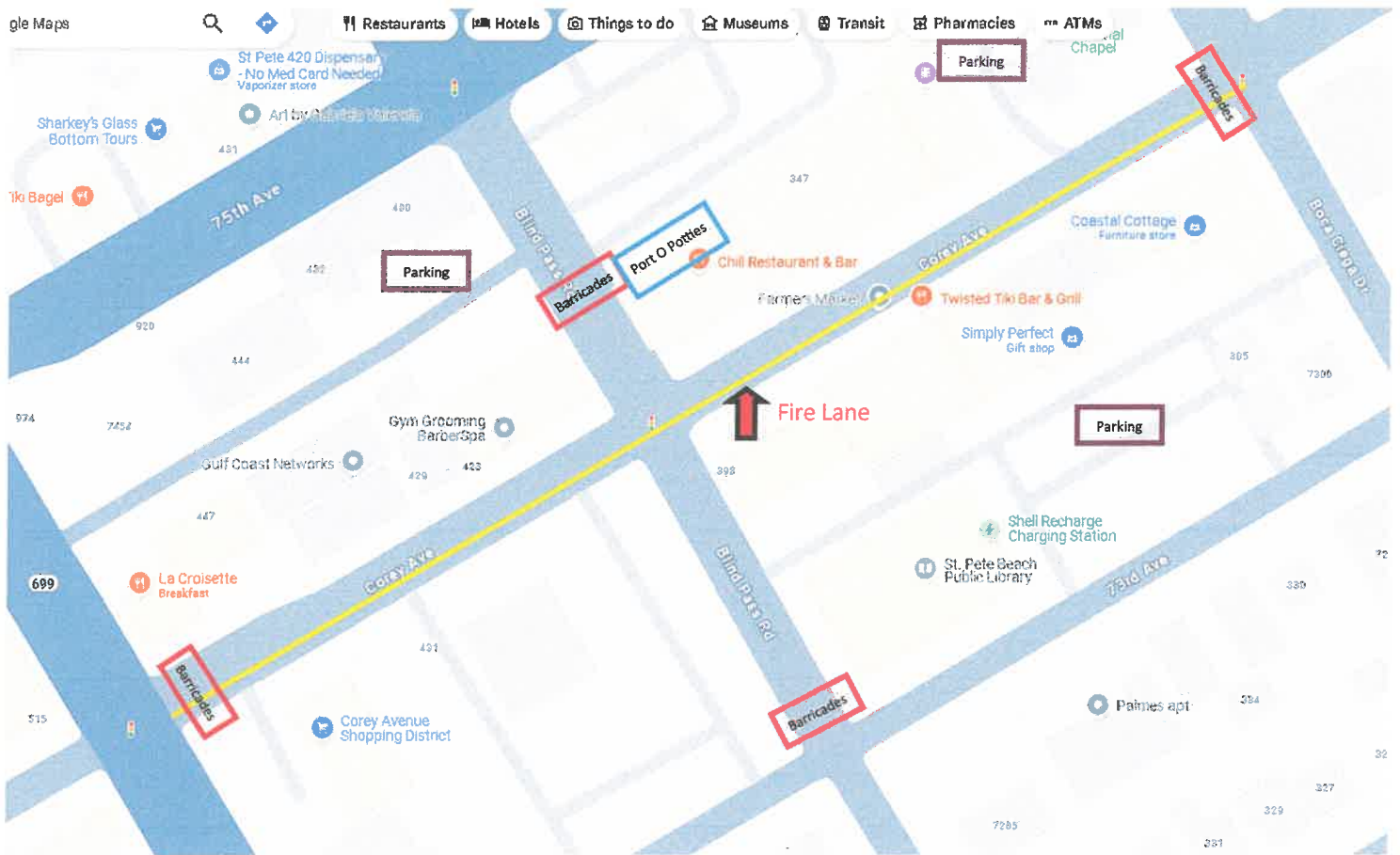
## **Craft Fairs**

December 6<sup>th</sup> and 7<sup>th</sup> 2025

January 10<sup>th</sup> and 11<sup>th</sup> 2026

April 11<sup>th</sup> and 12<sup>th</sup> 2026

May 30<sup>th</sup> and 31<sup>st</sup> 2026



**CITY OF ST. PETE BEACH**  
**HOLD HARMLESS AGREEMENT AND RELEASE**  
**FOR SPECIAL EVENT AND STREET CLOSURE PERMITS**

---

This is an Agreement (the "Agreement") entered into by and between the CITY OF ST. PETE BEACH (hereinafter "CITY") and Cory Noel Ritz Associates (hereinafter "Permit Holder"). The City and Permit Holder together shall be referred to as the "parties."

**WHEREAS**, Permit Holder desires to host Special Event or Street Closure activities as provided by the CITY; and

**WHEREAS**, Permit Holder desires to host said activities and acknowledges that it may be subject to risks; and

**WHEREAS**, Permit Holder is willing to host said activities and agrees to hold the CITY harmless.

**NOW, THEREFORE**, upon the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto agree to the following:

1. The foregoing recitals are true and correct and incorporated herein by reference.
2. To the extent permitted by law, Permit Holder agrees to indemnify, hold harmless and defend the CITY, its members, officers, employees, agents, and assigns from and against all losses, claims, damages, suits, actions, demands, or liability and expense, including reasonable attorney's fees and costs of litigation through all appellate proceedings in connection with any and all claims whatsoever including but not limited to; personal injuries, property damage, including loss of use, or equitable relief, including but not limited to injunctive relief or declaratory judgment relief caused by the negligent or deliberate act or omission of Permit Holder or anyone else for who Permit Holder's acts may be liable. Permit Holder's liability hereunder shall include all attorneys' fees and costs incurred by the CITY in the enforcement of this indemnification provision. This provision includes claims made by Permit Holder, patrons of the event, and any other entity or individual participating in the event against the CITY.
3. Permit Holder hereby releases and discharges the CITY, its members, officers, employees and agents (hereinafter, collectively "Releasees" and individually "Releasee") from, and waive with respect to each Releasee, and covenants not to sue any Releasee for any and all liabilities, damages and expenses, including but not limited to attorney's fees, of any nature whatsoever arising from participation in said activities.
4. Permit Holder acknowledges that they have had a full opportunity to review this Hold Harmless Agreement and Release, have read and understand this Release, and have the opportunity for this Hold Harmless Agreement and Release to be reviewed by their attorney if desired. Permit

Holder further acknowledges and represents that they, the undersigned, have full authority to execute this Hold Harmless Agreement and Release, and are bound by this Hold Harmless Agreement and Release.

5. Permit Holder freely and voluntarily assumes all risk of loss or injury arising from hosting said activities whether due to their negligence or the negligence or intentional acts of others.
6. Permit Holder agrees not to represent themselves as a CITY employee or CITY affiliate.
7. Both parties agree to comply with all federal, state, and other applicable laws. Nothing herein shall be construed as a waiver of sovereign immunity, or the limitations set forth in Section 768.28, Florida Statutes.
8. If any one or more of the provisions of this Hold Harmless Agreement and Release shall be held to be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby. The parties recognize that the Hold Harmless Agreement and Release has been the result of negotiations of both parties. This Hold Harmless Agreement and Release shall not be construed or interpreted in any way against any one party on the basis that party drafted this Hold Harmless Agreement and Release.
9. This Hold Harmless Agreement and Release and any extensions, amendments, or attachments related hereto are public records subject to Chapter 119, Florida Statutes.
10. This Agreement may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one in the same instrument.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year set forth below.

**Permit Holder**

**City of St. Pete Beach:**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

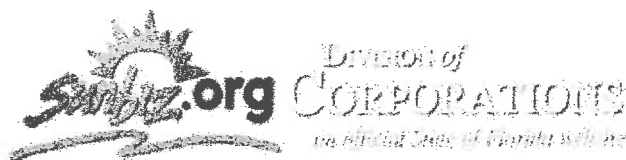
By: Ken Hartman

By: \_\_\_\_\_

Date: 2/28/25

Date: \_\_\_\_\_





[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Not For Profit Corporation

COREY AREA BUSINESS ASSOCIATION, INC.

### Filing Information

**Document Number** 744269  
**FEI/EIN Number** 65-0048420  
**Date Filed** 09/14/1978  
**State** FL  
**Status** ACTIVE

### Principal Address

363 Corey Avenue  
St. Pete Beach, FL 33706

Changed: 04/18/2024

### Mailing Address

PO Box 67393  
St. Pete Beach, FL 33706

Changed: 05/13/2024

### Registered Agent Name & Address

Hautmann, Ken, President  
363 Corey Avenue  
St. Pete Beach, FL 33706

Name Changed: 04/18/2024

Address Changed: 04/18/2024

### Officer/Director Detail

#### **Name & Address**

Title President

Hautmann, Ken  
363 Corey Avenue  
St. Pete Beach, FL 33706

Title VP

Simply Perfect , Roberta , Caan  
326 Corey Avenue  
St Pete Beach, FL 33706

Title Treasurer

Nowak , Elzbieta  
350 Corey Avenue  
St Pete Beach, FL 33706

Title Secretary

Williams, Robert  
336 Corey Avenue  
St Pete Beach, FL 33706

#### **Annual Reports**

| <b>Report Year</b> | <b>Filed Date</b> |
|--------------------|-------------------|
| 2023               | 06/13/2023        |
| 2024               | 04/18/2024        |
| 2024               | 05/13/2024        |

#### **Document Images**

|                                                     |                                          |
|-----------------------------------------------------|------------------------------------------|
| <a href="#">05/13/2024 -- AMENDED ANNUAL REPORT</a> | <a href="#">View Image in PDF format</a> |
| <a href="#">04/18/2024 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/14/2023 -- AMENDED ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">06/13/2023 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/29/2022 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/12/2021 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/16/2020 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/22/2019 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/22/2018 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2017 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/23/2016 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/06/2015 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2014 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/16/2013 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/13/2012 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2011 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2010 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/01/2009 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/07/2008 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/04/2007 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/17/2006 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/13/2005 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/11/2004 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/10/2024

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 have **ADDITIONAL INSURED** provisions or 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).

**PRODUCER**  
WWW Insurance, LLC  
300 First Avenue South  
Fifth Floor  
St. Petersburg FL 33701

**CONTACT**  
**NAME:** Certificates  
**PHONE**  
**(A/C. No. Ext):** 727-522-7777 **FAX**  
**(A/C. No):** 727-521-2902  
**E-MAIL**  
**ADDRESS:** certificates@w3ins.com

**INSURER(S) AFFORDING COVERAGE** **NAIC #**  
**INSURER A:** Auto-Owners Insurance Company 18988

**INSURED** **COREARE-01**  
Corey Area Business Association Inc  
P O Box 67393  
St Pete Beach FL 33736

**INSURER B :****INSURER C :****INSURER D :****INSURER E :****INSURER F :****COVERAGES****CERTIFICATE NUMBER:** 1451844015**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                         | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                        |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|---------------|-------------------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC<br>OTHER: | Y         |          | 20441246      | 7/7/2024                | 7/7/2025                | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000<br>\$ |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY<br><input type="checkbox"/> HIRED AUTOS ONLY<br><input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                   |           |          |               |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                                         |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br>DED <input type="checkbox"/> RETENTION \$                                                                                                                                                               |           |          |               |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$                                                                                                                                                                                                      |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                             | Y/N       | N/A      |               |                         |                         | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                                                                              |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of St. Pete Beach is additional insured with respect to the General Liability if required by written contract, subject to terms, conditions, and exclusions of the policy.

**CERTIFICATE HOLDER****CANCELLATION**

City of St. Pete Beach  
155 Corey Avenue  
St. Pete Beach FL 33706

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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## City of St Pete Beach

### Application for City Co-sponsorship October 1, 2025 – September 30, 2026

(See instructions on page 3)

#### GENERAL EVENT INFORMATION

DATE OF APPLICATION: February 28<sup>th</sup>, 2025

NAME OF EVENT: End of Summer Party

LOCATION: Corey Avenue Between Blind Pass and Boca Ciega Drive

DATE(S): Friday September 18th, 2026

HOURS: 4pm to 10pm EXPECTED ATTENDANCE 1000

PURPOSE (Why is the event being produced?):  
End of Summer Party with Live Band

#### A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.

#### APPLICANT (The organization promoting or sponsoring the event.)

NAME OF ORGANIZATION: Corey Area Business Association

TYPE OF ORGANIZATION: \_\_\_\_\_ Profit ☒ Non-Profit

ADDRESS: 357 Corey Avenue

CITY: St. Pete Beach STATE: FL ZIP: 33706

AUTHORIZED PERSON IN CHARGE: Ken Hautmann

PHONE #: 727-698-6014 EMAIL: ken@chillstpetebeah.com

#### CITY PARTICIPATION REQUESTED (Please include additional sheets as necessary to clarify your request)

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones
- ✓ Trash bins
- ✓ Assistance in digging a hole for a beach fire on public beaches

Please indicate your request of sponsorship from the City of St Pete Beach below

☒ Off Duty Pinellas County Sheriff Officers for the event

|                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------|
| For office use only:<br>Total event hours _____ Expected attendance: _____ Number of officers needed _____<br>Estimated Cost \$ _____ |
|---------------------------------------------------------------------------------------------------------------------------------------|

☒ EMS during the event

|                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------|
| For office use only:<br>Total event hours _____ Expected attendance: _____ Number of Rescue units needed _____<br>Estimated Cost \$ _____ |
|-------------------------------------------------------------------------------------------------------------------------------------------|

☐ Public Services staff for the event

|                                                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------|
| For office use only:<br>Total event hours _____ Expected attendance: _____ Number of staff needed _____<br>Estimated Cost \$ _____ |
|------------------------------------------------------------------------------------------------------------------------------------|

☒ Barricades

Number requested 8

☐ Orange Cones

Number requested \_\_\_\_\_

☒ Trash Bins

Number Requested 10

☐ Assistance in digging a hole for beach fire on public beaches

Please attach any other pertinent information to this application that will help substantiate your need for City co-sponsorship.

(See instructions and timeline on next page)



## Event Logistics

Estimated Attendance

750

750

(includes event crew, participants, and spectators)

This Year

Last Year (if Applicable)

*Under City Ordinance Section 26-33 any special event which consists of 250 or more persons or the event is a sports related may require standby Emergency Medical Services (EMS) personnel, vehicle(s) and equipment. See Page 10 of the Event Guide for more on EMS service requirements.*

The EMS and fire vehicle fees are listed below:

|                                                                                  |         |
|----------------------------------------------------------------------------------|---------|
| Fees for off-duty fire department personnel special detail (minimum of 3 hours): | \$50.00 |
| Special event fire vehicle per hour per vehicle (minimum of 3 hours):            | \$25.00 |

List all event activities: \_\_\_\_\_  
\_\_\_\_\_

Electricity Needed ☒ Yes ☐ No Source: City electric boxes on Corey Avenue

Will portable restrooms be used? ☒ Yes ☐ No If yes (include on site plan): One ADA compliant toilet for every 10 per location

Will Dumpsters be used? ☐ Yes ☒ No If yes (include on site plan)  
How Many? \_\_\_\_\_ Size: \_\_\_\_\_ Installation Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

Entertainment (Detail type, bands, DJs, dancers, clowns, etc) Live Entertainment On Stage. See Attached  
\_\_\_\_\_  
\_\_\_\_\_

Parking Plan (please be detailed and include on site map): See Attached. Ride Sharing will be encouraged  
\_\_\_\_\_  
\_\_\_\_\_

## Food and Beverage:

Will alcohol be served or sold? ☒ Served ☐ Sold ☐ No Alcohol

Will there be food trucks? ☐ Yes ☒ No

*All food trucks must be registered with the city.*

If yes, please list the truck/trailer vendors

1. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
2. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
3. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
4. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_

*If you need additional space to list more food trucks please attached an additional sheet listing name of truck and the permit number.*

Other Food Vendors that are not a truck or trailer  
\_\_\_\_\_  
\_\_\_\_\_

List all other vendors (art, crafts, clothes, etc) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Event Equipment – All equipment below other than a 10x10 tent requires a temporary structure permit. Please include the temporary structure permit for each piece of equipment listed below with the event application.**

**Tents:** *Please list number of tents and size of each and include location on the site plan.*

**Stage/Platforms:** Please list dimensions, scaffolding, etc and include location on the site plan.  
16 foot Trailer stage  
\_\_\_\_\_  
\_\_\_\_\_

All temporary structures that cover an area greater than 120 sq. ft. including connecting spaces with a common area means of egress or entrance that are used for the gathering together of 10 or more persons shall not be erected, operated, or maintained for any purpose without obtaining a permit from the Building Official. The application should include a site plan indicating the location of the structure and information delineating the means of egress and the occupant load. FBC 3103. The Building Official gives permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. All temporary power must comply with FFPA 70 NEC Article 590.

#### Vehicle on the Beach Permits

Do you need to have a vehicle on the beach for your event? ☐ Yes ☒ No  
*If Yes, please include a vehicle on the beach permit application with the event application*

#### Street Closures

Does Event require any Road or Sidewalk Closures? ☒ Yes ☐ No  
*If yes, you must include all the details in the site plan including streets and times*

| Road         | Start Intersection | End Intersection | Date                | Times       |
|--------------|--------------------|------------------|---------------------|-------------|
| Corey Avenue | Blind Pass         | Boca Ciega Blvd  | September 18th 2026 | 4PM to 12am |
| _____        | _____              | _____            | _____               | _____       |
| _____        | _____              | _____            | _____               | _____       |

**Signage/Banners** – Please list number, size and placement of each banner that you plan to use to promote the event. If requesting to hang a banner over 75<sup>th</sup> Ave, a FDOT permit is required and request must be made at least 90 days before the event.

**City Equipment** – Please indicate the number needed for your event, if none, please put a zero (0).

8 Barricades

       Cones

20 Trash Bins



As the Applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors, or parties affiliated with the event and to insure compliance with the special event guide, the event rules guidelines, requirements for tents and all policies, rules, regulations, and code provisions of the City of St. Pete Beach. I understand that any violations may result in immediate cancellation and revocation of the Event permits. I further certify that all the facts contained in this request are accurate.

No advertising for the event shall occur until this Special Event permit has been approved by City staff and Commission.

If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site conditions or code violation as identified by City Staff will result in revocation of the permit and/or code enforcement fines.

For events on Public property, I agree to obtain and furnish the City of St. Pete Beach with a certificate of general liability insurance in the amount of at least one million dollars (\$1,000,000) or greater as deemed satisfactory by the city. The insurance must name the City of St. Pete Beach as an additional insured.

I understand incomplete application or any outstanding financial obligations with any department within the City of St. Pete Beach may result in a denial of my request.

**Ken Hautmann**

Print Name

**CABA**

Corporation Name (if applicable)

  
Signature

**February 28th 2025**

Date

## EVENT APPLICATION FEES

Up Type IA events: St Pete Beach Resident/Business that does not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IB events: Non-Resident/Business that does require not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IIA events: St Pete Beach Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type IIB events: Non-Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type III Events: include any event which cannot be reviewed under subparagraphs (a) or (b) of this section.

| Attendance | Type IA  | Type IB  | Type IIA | Type IIB   | Type III |
|------------|----------|----------|----------|------------|----------|
| Up to 249  | \$25.00  | \$50.00  | \$75.00  | \$100.00   | TBD      |
| 250-500    | \$50.00  | \$100.00 | \$250.00 | \$350.00   | TBD      |
| 501-999    | \$75.00  | \$150.00 | \$500.00 | \$650.00   | TBD      |
| 1000+      | \$100.00 | \$200.00 | \$750.00 | \$1,000.00 | TBD      |

## OTHER FEES

Temporary Structure, Outdoor Cooking and Beach Fire permits are \$25 per permit.

Vehicle on the Beach permits is \$15. Food Truck/Trailer permit is \$170 annually

Fire Department stand – by is \$125 per hour with a minimum of 3 hours (1 crew and vehicle)

# City of St. Pete Beach Event Application Checklist

## **Please Include:**

- ☐ Site Plan: Maximum Size of 8.5" x 11" including the following information
  - ☐ Location of food vendor area (s)
  - ☐ Tent locations and sizes
  - ☐ Location of food truck/trailers
  - ☐ Location of stage
  - ☐ Fuel storage/dispensing areas
  - ☐ Emergency access routes for LEO and Fire
  - ☐ Location of vending booths
  - ☐ Location of fire extinguishers & other life safety equipment
  - ☐ Description of sound amplification facilities or equipment
  - ☐ Location of alcoholic beverage consumption areas and vending
  - ☐ Location of Generators
  - ☐ Identify any fences/gates around the event
  - ☐ Table, chair and equipment layout
  - ☐ Location of portable restrooms
  - ☐ Location of designated protest area (if applicable)
- ☐ Traffic & Parking Plan and Map that includes: vendor parking, handicap parking, shuttle routes and times, shuttle drop off/pick up, and ride share drop off and pick up.
- ☐ Safety Plan that includes vendor load in and out times
- ☐ Certificate of Insurance
- ☐ Copy of Impact Letter if closing streets for an event
- ☐ Written authorization from all private properties that are included in the event plan
- ☐ Outdoor Cooking Permit Application (if applicable)
- ☐ Temporary Structure Permit Application (if applicable)
- ☐ Building Permit Application (if applicable for stages)
- ☐ Vehicle on the Beach Permit Application (if applicable)
- ☐ Beach Fire Permit Application (if applicable)
- ☐ Tax Exempt Documentation (if applicable)
- ☐ Non-Profit Documentation (if applicable)

## **Please send completed application to:**

**City of St. Pete Beach**

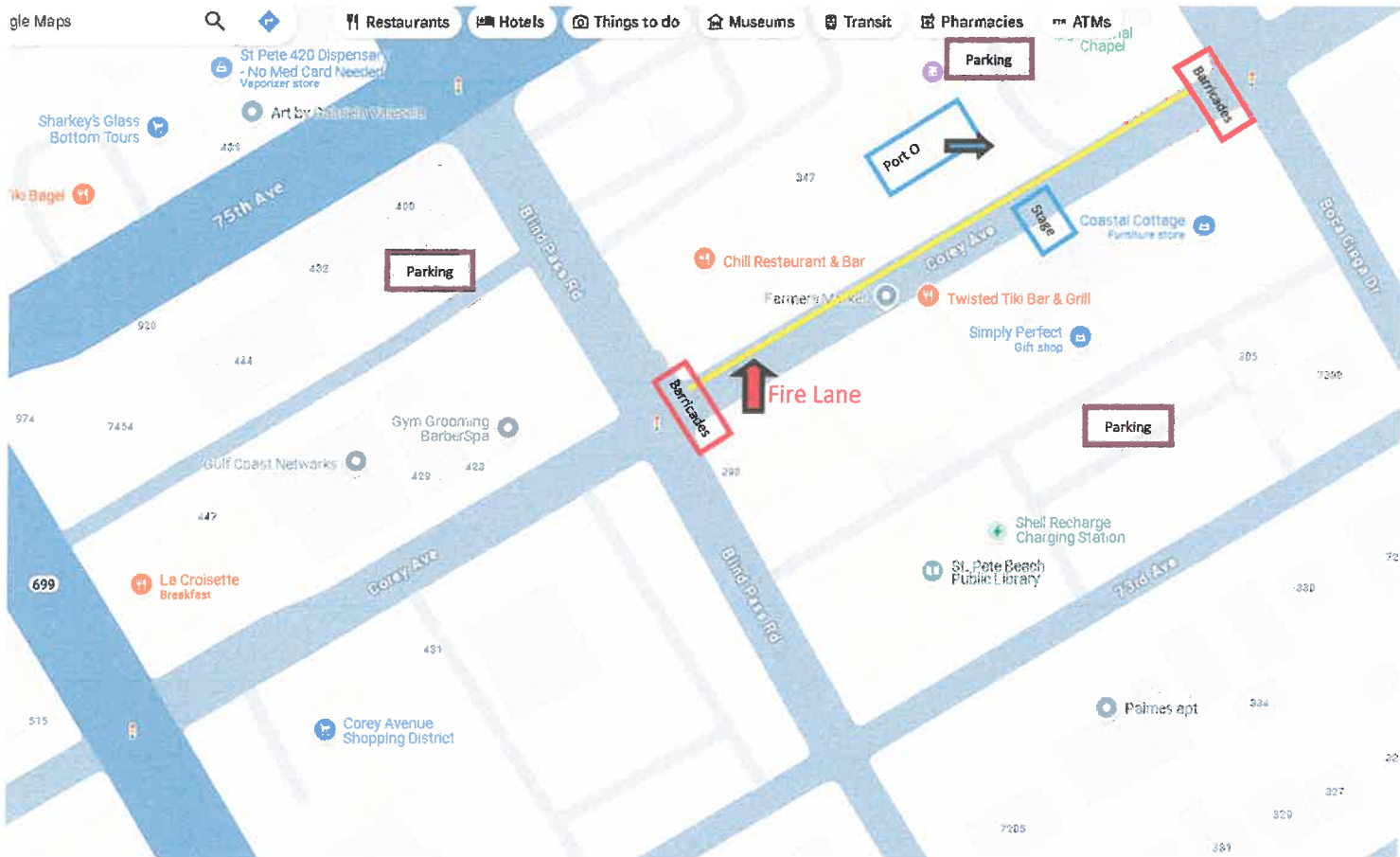
**Jennifer McMahon, Recreation Director**

**155 Corey Ave**

**St. Pete Beach, FL 33706**

Or email to: [Rddirector@stpetebeach.org](mailto:Rddirector@stpetebeach.org)

727-363-9274 or fax at 727-363-9246



**CITY OF ST. PETE BEACH**  
**HOLD HARMLESS AGREEMENT AND RELEASE**  
**FOR SPECIAL EVENT AND STREET CLOSURE PERMITS**

---

This is an Agreement (the "Agreement") entered into by and between the CITY OF ST. PETE BEACH (hereinafter "CITY") and Cory Arc Piz Assoc (hereinafter "Permit Holder"). The City and Permit Holder together shall be referred to as the "parties."

**WHEREAS**, Permit Holder desires to host Special Event or Street Closure activities as provided by the CITY; and

**WHEREAS**, Permit Holder desires to host said activities and acknowledges that it may be subject to risks; and

**WHEREAS**, Permit Holder is willing to host said activities and agrees to hold the CITY harmless.

**NOW, THEREFORE**, upon the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto agree to the following:

1. The foregoing recitals are true and correct and incorporated herein by reference.
2. To the extent permitted by law, Permit Holder agrees to indemnify, hold harmless and defend the CITY, its members, officers, employees, agents, and assigns from and against all losses, claims, damages, suits, actions, demands, or liability and expense, including reasonable attorney's fees and costs of litigation through all appellate proceedings in connection with any and all claims whatsoever including but not limited to; personal injuries, property damage, including loss of use, or equitable relief, including but not limited to injunctive relief or declaratory judgment relief caused by the negligent or deliberate act or omission of Permit Holder or anyone else for who Permit Holder's acts may be liable. Permit Holder's liability hereunder shall include all attorneys' fees and costs incurred by the CITY in the enforcement of this indemnification provision. This provision includes claims made by Permit Holder, patrons of the event, and any other entity or individual participating in the event against the CITY.
3. Permit Holder hereby releases and discharges the CITY, its members, officers, employees and agents (hereinafter, collectively "Releasees" and individually "Releasee") from, and waive with respect to each Releasee, and covenants not to sue any Releasee for any and all liabilities, damages and expenses, including but not limited to attorney's fees, of any nature whatsoever arising from participation in said activities.
4. Permit Holder acknowledges that they have had a full opportunity to review this Hold Harmless Agreement and Release, have read and understand this Release, and have the opportunity for this Hold Harmless Agreement and Release to be reviewed by their attorney if desired. Permit

Holder further acknowledges and represents that they, the undersigned, have full authority to execute this Hold Harmless Agreement and Release, and are bound by this Hold Harmless Agreement and Release.

5. Permit Holder freely and voluntarily assumes all risk of loss or injury arising from hosting said activities whether due to their negligence or the negligence or intentional acts of others.

6. Permit Holder agrees not to represent themselves as a CITY employee or CITY affiliate.

7. Both parties agree to comply with all federal, state, and other applicable laws. Nothing herein shall be construed as a waiver of sovereign immunity, or the limitations set forth in Section 768.28, Florida Statutes.

8. If any one or more of the provisions of this Hold Harmless Agreement and Release shall be held to be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby. The parties recognize that the Hold Harmless Agreement and Release has been the result of negotiations of both parties. This Hold Harmless Agreement and Release shall not be construed or interpreted in any way against any one party on the basis that party drafted this Hold Harmless Agreement and Release.

9. This Hold Harmless Agreement and Release and any extensions, amendments, or attachments related hereto are public records subject to Chapter 119, Florida Statutes.

10. This Agreement may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one in the same instrument.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the day and year set forth below.

**Permit Holder**

**City of St. Pete Beach:**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Not For Profit Corporation  
COREY AREA BUSINESS ASSOCIATION, INC.

### Filing Information

**Document Number** 744269  
**FEI/EIN Number** 65-0048420  
**Date Filed** 09/14/1978  
**State** FL  
**Status** ACTIVE

### Principal Address

363 Corey Avenue  
St. Pete Beach, FL 33706

Changed: 04/18/2024

### Mailing Address

PO Box 67393  
St. Pete Beach, FL 33706

Changed: 05/13/2024

### Registered Agent Name & Address

Hautmann, Ken, President  
363 Corey Avenue  
St. Pete Beach, FL 33706

Name Changed: 04/18/2024

Address Changed: 04/18/2024

### Officer/Director Detail

#### **Name & Address**

Title President

Hautmann, Ken  
363 Corey Avenue  
St. Pete Beach, FL 33706

Title VP

Simply Perfect , Roberta , Caan  
326 Corey Avenue  
St Pete Beach, FL 33706

Title Treasurer

Nowak , Elzbieta  
350 Corey Avenue  
St Pete Beach, FL 33706

Title Secretary

Williams, Robert  
336 Corey Avenue  
St Pete Beach, FL 33706

#### **Annual Reports**

| <b>Report Year</b> | <b>Filed Date</b> |
|--------------------|-------------------|
| 2023               | 06/13/2023        |
| 2024               | 04/18/2024        |
| 2024               | 05/13/2024        |

#### **Document Images**

|                                                     |                                          |
|-----------------------------------------------------|------------------------------------------|
| <a href="#">05/13/2024 -- AMENDED ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/18/2024 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/14/2023 -- AMENDED ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">06/13/2023 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/29/2022 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/12/2021 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/16/2020 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/22/2019 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/22/2018 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2017 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/23/2016 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/06/2015 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2014 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/16/2013 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/13/2012 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2011 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2010 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/01/2009 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">08/07/2008 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/04/2007 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/17/2006 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/13/2005 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/11/2004 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/10/2024

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 have ADDITIONAL INSURED provisions or 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).

PRODUCER  
WWW Insurance, LLC  
300 First Avenue South  
Fifth Floor  
St. Petersburg FL 33701

CONTACT NAME: Certificates  
PHONE (A/C No. Ext): 727-522-7777 FAX (A/C No): 727-521-2902  
E-MAIL ADDRESS: certificates@w3ins.com

| INSURER(S) AFFORDING COVERAGE            | NAIC # |
|------------------------------------------|--------|
| INSURER A: Auto-Owners Insurance Company | 18988  |
| INSURER B:                               |        |
| INSURER C:                               |        |
| INSURER D:                               |        |
| INSURER E:                               |        |
| INSURER F:                               |        |

INSURED  
Corey Area Business Association Inc  
P O Box 67393  
St Pete Beach FL 33736

COREARE-01

**COVERAGES****CERTIFICATE NUMBER:** 1451844015**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                  | ADDL SUBR INSD WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                        |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|---------------|-------------------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC<br>OTHER: | Y                  | 20441246      | 7/7/2024                | 7/7/2025                | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000<br>\$ |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                  |                    |               |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                                         |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br>DED RETENTION \$                                                                                                                                                                                 |                    |               |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$                                                                                                                                                                                                      |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                       |                    | N / A         |                         |                         | PER STATUTE OTH-ER<br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                                                                                                                                |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of St. Pete Beach is additional insured with respect to the General Liability if required by written contract, subject to terms, conditions, and exclusions of the policy.

**CERTIFICATE HOLDER****CANCELLATION**

City of St. Pete Beach  
155 Corey Avenue  
St. Pete Beach FL 33706

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**City of St Pete Beach**  
**Application for City Co-sponsorship October 1, 2025 – September 30, 2026**  
(See instructions on page 3)

**GENERAL EVENT INFORMATION**

DATE OF APPLICATION: February 28<sup>th</sup>, 2025

NAME OF EVENT: Holiday Golf Cart Parade and Christmas Concert

LOCATION: Corey Avenue Between Blind Pass and Boca Ciega Drive

DATE(S): Saturday December 20<sup>th</sup>, 2025

HOURS: 4pm to 10pm EXPECTED ATTENDANCE 500

PURPOSE (Why is the event being produced?):  
To celebrate the holidays with local kids and adults

**A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.**

**APPLICANT (The organization promoting or sponsoring the event.)**

NAME OF ORGANIZATION: Corey Area Business Association

TYPE OF ORGANIZATION: \_\_\_\_\_ Profit X Non-Profit

ADDRESS: 357 Corey Avenue

CITY: St. Pete Beach STATE: FL ZIP: 33706

AUTHORIZED PERSON IN CHARGE: Ken Hautmann

PHONE #: 727-698-6014 EMAIL: ken@chillstpetebeah.com

**CITY PARTICIPATION REQUESTED (Please include additional sheets as necessary to clarify your request)**

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones
- ✓ Trash bins
- ✓ Assistance in digging a hole for a beach fire on public beaches

Please indicate your request of sponsorship from the City of St Pete Beach below

☒ Off Duty Pinellas County Sheriff Officers for the event

|                      |                      |                           |  |
|----------------------|----------------------|---------------------------|--|
| For office use only: |                      |                           |  |
| Total event hours    | Expected attendance: | Number of officers needed |  |
| Estimated Cost \$    |                      |                           |  |

☒ EMS during the event

|                      |                      |                               |  |
|----------------------|----------------------|-------------------------------|--|
| For office use only: |                      |                               |  |
| Total event hours    | Expected attendance: | Number of Rescue units needed |  |
| Estimated Cost \$    |                      |                               |  |

☐ Public Services staff for the event

|                      |                      |                        |  |
|----------------------|----------------------|------------------------|--|
| For office use only: |                      |                        |  |
| Total event hours    | Expected attendance: | Number of staff needed |  |
| Estimated Cost \$    |                      |                        |  |

☒ Barricades

Number requested 8

☐ Orange Cones

Number requested \_\_\_\_\_

☒ Trash Bins

Number Requested 10

☐ Assistance in digging a hole for beach fire on public beaches

Please attach any other pertinent information to this application that will help substantiate your need for City co-sponsorship.  
(See instructions and timeline on next page)



## Event Logistics

Estimated Attendance

750

750

(includes event crew, participants, and spectators)

This Year

Last Year (if Applicable)

*Under City Ordinance Section 26-33 any special event which consists of 250 or more persons or the event is a sports related may require standby Emergency Medical Services (EMS) personnel, vehicle(s) and equipment. See Page 10 of the Event Guide for more on EMS service requirements.*

The EMS and fire vehicle fees are listed below:

|                                                                                  |         |
|----------------------------------------------------------------------------------|---------|
| Fees for off-duty fire department personnel special detail (minimum of 3 hours): | \$50.00 |
| Special event fire vehicle per hour per vehicle (minimum of 3 hours):            | \$25.00 |

List all event activities: \_\_\_\_\_

Electricity Needed ☒ Yes ☐ No Source: City electric boxes on Corey Avenue

Will portable restrooms be used? ☒ Yes ☐ No If yes (include on site plan): One ADA compliant toilet for every 10 per location

Will Dumpsters be used? ☐ Yes ☒ No If yes (include on site plan)  
How Many? \_\_\_\_\_ Size: \_\_\_\_\_ Installation Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

Entertainment (Detail type, bands, DJs, dancers, clowns, etc) Live Entertainment On Stage. See Attached

Parking Plan (please be detailed and include on site map): See Attached. Ride Sharing will be encouraged

## Food and Beverage:

Will alcohol be served or sold? ☒ Served ☐ Sold ☐ No Alcohol

Will there be food trucks? ☐ Yes ☒ No

*All food trucks must be registered with the city.*

If yes, please list the truck/trailer vendors

1. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
2. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
3. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
4. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_

*If you need additional space to list more food trucks please attached an additional sheet listing name of truck and the permit number.*

Other Food Vendors that are not a truck or trailer

\*List all other vendors (art, crafts, clothes, etc) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Event Equipment – All equipment below other than a 10x10 tent requires a temporary structure permit. Please include the temporary structure permit for each piece of equipment listed below with the event application.**

Tents: *Please list number of tents and size of each and include location on the site plan.*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Stage/Platforms: Please list dimensions, scaffolding, etc and include location on the site plan.  
 16 foot Trailer stage

\_\_\_\_\_  
 \_\_\_\_\_

All temporary structures that cover an area greater than 120 sq. ft. including connecting spaces with a common area means of egress or entrance that are used for the gathering together of 10 or more persons shall not be erected, operated, or maintained for any purpose without obtaining a permit from the Building Official. The application should include a site plan indicating the location of the structure and information delineating the means of egress and the occupant load. FBC 3103. The Building Official gives permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. All temporary power must comply with FFPA 70 NEC Article 590.

#### Vehicle on the Beach Permits

Do you need to have a vehicle on the beach for your event? ☐ Yes ☒ No  
*If Yes, please include a vehicle on the beach permit application with the event application*

#### Street Closures

Does Event require any Road or Sidewalk Closures? ☒ Yes ☐ No

*If yes, you must include all the details in the site plan including streets and times*

| Road         | Start Intersection | End Intersection | Date               | Times       |
|--------------|--------------------|------------------|--------------------|-------------|
| Corey Avenue | Blind Pass         | Boca Ciega Blvd  | December 20th 2025 | 4PM to 12am |
| _____        | _____              | _____            | _____              | _____       |
| _____        | _____              | _____            | _____              | _____       |

**Signage/Banners – Please list number, size and placement of each banner that you plan to use to promote the event. If requesting to hang a banner over 75<sup>th</sup> Ave, a FDOT permit is required and request must be made at least 90 days before the event.**

\_\_\_\_\_  
 \_\_\_\_\_

**City Equipment – Please indicate the number needed for your event, if none, please put a zero (0).**

8 \_\_\_\_\_ Barricades

\_\_\_\_\_ Cones

20 \_\_\_\_\_ Trash Bins

As the Applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors, or parties affiliated with the event and to insure compliance with the special event guide, the event rules guidelines, requirements for tents and all policies, rules, regulations, and code provisions of the City of St. Pete Beach. I understand that any violations may result in immediate cancellation and revocation of the Event permits. I further certify that all the facts contained in this request are accurate.

No advertising for the event shall occur until this Special Event permit has been approved by City staff and Commission.

If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site conditions or code violation as identified by City Staff will result in revocation of the permit and/or code enforcement fines.

For events on Public property, I agree to obtain and furnish the City of St. Pete Beach with a certificate of general liability insurance in the amount of at least one million dollars (\$1,000,000) or greater as deemed satisfactory by the city. The insurance must name the City of St. Pete Beach as an additional insured.

I understand incomplete application or any outstanding financial obligations with any department within the City of St. Pete Beach may result in a denial of my request.

Ken Hautmann

Print Name

CABA

Corporation Name (if applicable)

Signature

February 28th 2025

Date

## EVENT APPLICATION FEES

Up Type IA events: St Pete Beach Resident/Business that does not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IB events: Non-Resident/Business that does require not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IIA events: St Pete Beach Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type IIB events: Non-Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type III Events: include any event which cannot be reviewed under subparagraphs (a) or (b) of this section.

| Attendance | Type IA  | Type IB  | Type IIA | Type IIB   | Type III |
|------------|----------|----------|----------|------------|----------|
| Up to 249  | \$25.00  | \$50.00  | \$75.00  | \$100.00   | TBD      |
| 250-500    | \$50.00  | \$100.00 | \$250.00 | \$350.00   | TBD      |
| 501-999    | \$75.00  | \$150.00 | \$500.00 | \$650.00   | TBD      |
| 1000+      | \$100.00 | \$200.00 | \$750.00 | \$1,000.00 | TBD      |

## OTHER FEES

Temporary Structure, Outdoor Cooking and Beach Fire permits are \$25 per permit.

Vehicle on the Beach permits is \$15. Food Truck/Trailer permit is \$170 annually

Fire Department stand – by is \$125 per hour with a minimum of 3 hours (1 crew and vehicle)

# City of St. Pete Beach Event Application Checklist

## **Please Include:**

- ☐ Site Plan: Maximum Size of 8.5" x 11" including the following information
  - ☐ Location of food vendor area (s)
  - ☐ Tent locations and sizes
  - ☐ Location of food truck/trailers
  - ☐ Location of stage
  - ☐ Fuel storage/dispensing areas
  - ☐ Emergency access routes for LEO and Fire
  - ☐ Location of vending booths
  - ☐ Location of fire extinguishers & other life safety equipment
  - ☐ Description of sound amplification facilities or equipment
  - ☐ Location of alcoholic beverage consumption areas and vending
  - ☐ Location of Generators
  - ☐ Identify any fences/gates around the event
  - ☐ Table, chair and equipment layout
  - ☐ Location of portable restrooms
  - ☐ Location of designated protest area (if applicable)
- ☐ Traffic & Parking Plan and Map that includes: vendor parking, handicap parking, shuttle routes and times, shuttle drop off/pick up, and ride share drop off and pick up.
- ☐ Safety Plan that includes vendor load in and out times
- ☐ Certificate of Insurance
- ☐ Copy of Impact Letter if closing streets for an event
- ☐ Written authorization from all private properties that are included in the event plan
- ☐ Outdoor Cooking Permit Application (if applicable)
- ☐ Temporary Structure Permit Application (if applicable)
- ☐ Building Permit Application (if applicable for stages)
- ☐ Vehicle on the Beach Permit Application (if applicable)
- ☐ Beach Fire Permit Application (if applicable)
- ☐ Tax Exempt Documentation (if applicable)
- ☐ Non-Profit Documentation (if applicable)

## **Please send completed application to:**

**City of St. Pete Beach**

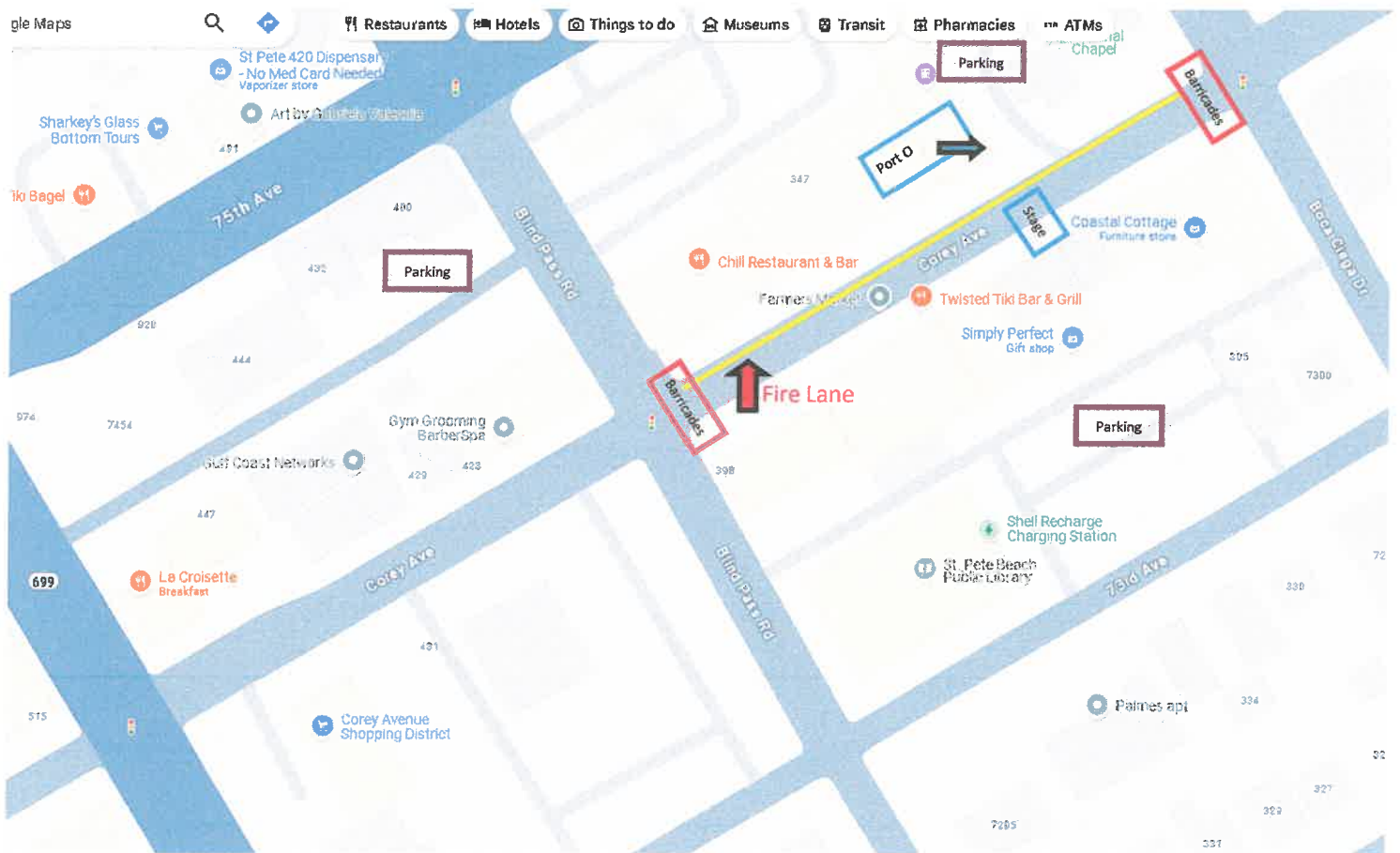
**Jennifer McMahon, Recreation Director**

**155 Corey Ave**

**St. Pete Beach, FL 33706**

Or email to: [Rddirector@stpetebeach.org](mailto:Rddirector@stpetebeach.org)

727-363-9274 or fax at 727-363-9246





**CITY OF ST. PETE BEACH**  
**HOLD HARMLESS AGREEMENT AND RELEASE**  
**FOR SPECIAL EVENT AND STREET CLOSURE PERMITS**

---

This is an Agreement (the "Agreement") entered into by and between the CITY OF ST. PETE BEACH (hereinafter "CITY") and Cory Noel Piz Associates (hereinafter "Permit Holder"). The City and Permit Holder together shall be referred to as the "parties."

**WHEREAS**, Permit Holder desires to host Special Event or Street Closure activities as provided by the CITY; and

**WHEREAS**, Permit Holder desires to host said activities and acknowledges that it may be subject to risks; and

**WHEREAS**, Permit Holder is willing to host said activities and agrees to hold the CITY harmless.

**NOW, THEREFORE**, upon the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto agree to the following:

1. The foregoing recitals are true and correct and incorporated herein by reference.
2. To the extent permitted by law, Permit Holder agrees to indemnify, hold harmless and defend the CITY, its members, officers, employees, agents, and assigns from and against all losses, claims, damages, suits, actions, demands, or liability and expense, including reasonable attorney's fees and costs of litigation through all appellate proceedings in connection with any and all claims whatsoever including but not limited to; personal injuries, property damage, including loss of use, or equitable relief, including but not limited to injunctive relief or declaratory judgment relief caused by the negligent or deliberate act or omission of Permit Holder or anyone else for who Permit Holder's acts may be liable. Permit Holder's liability hereunder shall include all attorneys' fees and costs incurred by the CITY in the enforcement of this indemnification provision. This provision includes claims made by Permit Holder, patrons of the event, and any other entity or individual participating in the event against the CITY.
3. Permit Holder hereby releases and discharges the CITY, its members, officers, employees and agents (hereinafter, collectively "Releasees" and individually "Releasee") from, and waive with respect to each Releasee, and covenants not to sue any Releasee for any and all liabilities, damages and expenses, including but not limited to attorney's fees, of any nature whatsoever arising from participation in said activities.
4. Permit Holder acknowledges that they have had a full opportunity to review this Hold Harmless Agreement and Release, have read and understand this Release, and have the opportunity for this Hold Harmless Agreement and Release to be reviewed by their attorney if desired. Permit

Holder further acknowledges and represents that they, the undersigned, have full authority to execute this Hold Harmless Agreement and Release, and are bound by this Hold Harmless Agreement and Release.

5. Permit Holder freely and voluntarily assumes all risk of loss or injury arising from hosting said activities whether due to their negligence or the negligence or intentional acts of others.

6. Permit Holder agrees not to represent themselves as a CITY employee or CITY affiliate.

7. Both parties agree to comply with all federal, state, and other applicable laws. Nothing herein shall be construed as a waiver of sovereign immunity, or the limitations set forth in Section 768.28, Florida Statutes.

8. If any one or more of the provisions of this Hold Harmless Agreement and Release shall be held to be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby. The parties recognize that the Hold Harmless Agreement and Release has been the result of negotiations of both parties. This Hold Harmless Agreement and Release shall not be construed or interpreted in any way against any one party on the basis that party drafted this Hold Harmless Agreement and Release.

9. This Hold Harmless Agreement and Release and any extensions, amendments, or attachments related hereto are public records subject to Chapter 119, Florida Statutes.

10. This Agreement may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one in the same instrument.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the day and year set forth below.

**Permit Holder:**

**City of St. Pete Beach:**

Signature: 

Signature: \_\_\_\_\_

By: Ken Hartman

By: \_\_\_\_\_

Date: 2/28/25

Date: \_\_\_\_\_



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Not For Profit Corporation  
COREY AREA BUSINESS ASSOCIATION, INC.

### Filing Information

|                 |            |
|-----------------|------------|
| Document Number | 744269     |
| FEI/EIN Number  | 65-0048420 |
| Date Filed      | 09/14/1978 |
| State           | FL         |
| Status          | ACTIVE     |

### Principal Address

363 Corey Avenue  
St. Pete Beach, FL 33706

Changed: 04/18/2024

### Mailing Address

PO Box 67393  
St. Pete Beach, FL 33706

Changed: 05/13/2024

### Registered Agent Name & Address

Hautmann , Ken , President  
363 Corey Avenue  
St. Pete Beach, FL 33706

Name Changed: 04/18/2024

Address Changed: 04/18/2024

### Officer/Director Detail

#### **Name & Address**

Title President

Hautmann, Ken  
363 Corey Avenue  
St. Pete Beach, FL 33706

Title VP

Simply Perfect , Roberta , Caan  
326 Corey Avenue  
St Pete Beach, FL 33706

Title Treasurer

Nowak , Elzbieta  
350 Corey Avenue  
St Pete Beach, FL 33706

Title Secretary

Williams, Robert  
336 Corey Avenue  
St Pete Beach, FL 33706

#### **Annual Reports**

| <b>Report Year</b> | <b>Filed Date</b> |
|--------------------|-------------------|
| 2023               | 06/13/2023        |
| 2024               | 04/18/2024        |
| 2024               | 05/13/2024        |

#### **Document Images**

|                                                     |                                          |
|-----------------------------------------------------|------------------------------------------|
| <a href="#">05/13/2024 -- AMENDED ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/18/2024 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/14/2023 -- AMENDED ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">06/13/2023 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/29/2022 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/12/2021 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/16/2020 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/22/2019 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/22/2018 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2017 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/23/2016 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/06/2015 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2014 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/16/2013 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/13/2012 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2011 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2010 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/01/2009 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">08/07/2008 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/04/2007 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/17/2006 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/13/2005 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/11/2004 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/10/2024

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 have ADDITIONAL INSURED provisions or 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).

PRODUCER  
WWW Insurance, LLC  
300 First Avenue South  
Fifth Floor  
St. Petersburg FL 33701

CONTACT  
NAME: Certificates  
PHONE  
(A/C, No, Ext): 727-522-7777 FAX  
(A/C, No): 727-521-2902  
E-MAIL  
ADDRESS: certificates@w3ins.com

INSURED  
Corey Area Business Association Inc  
P O Box 67393  
St Pete Beach FL 33736

COREARE-01

| INSURER(S) AFFORDING COVERAGE            | NAIC # |
|------------------------------------------|--------|
| INSURER A: Auto-Owners Insurance Company | 18988  |
| INSURER B:                               |        |
| INSURER C:                               |        |
| INSURER D:                               |        |
| INSURER E:                               |        |
| INSURER F:                               |        |

## COVERAGES

CERTIFICATE NUMBER: 1451844015

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                                            | ADDL SUBR INSD WVD                  | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                        |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|---------------|-------------------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br><input type="checkbox"/> OTHER: | Y                                   | 20441246      | 7/7/2024                | 7/7/2025                | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000<br>\$ |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                                            |                                     |               |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                                         |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br><br>DED <input type="checkbox"/> RETENTION \$                                                                                                                                                                              |                                     |               |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$                                                                                                                                                                                                      |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                                                | Y/N<br><input type="checkbox"/> N/A |               |                         |                         | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                                                                              |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of St. Pete Beach is additional insured with respect to the General Liability if required by written contract, subject to terms, conditions, and exclusions of the policy.

## CERTIFICATE HOLDER

## CANCELLATION

City of St. Pete Beach  
155 Corey Avenue  
St. Pete Beach FL 33706

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**City of St Pete Beach**  
**Application for City Co-sponsorship October 1, 2025 – September 30, 2026**  
(See instructions on page 3)

**GENERAL EVENT INFORMATION**

DATE OF APPLICATION: February 28<sup>th</sup>, 2025

NAME OF EVENT: Mardi Gras Celebration

LOCATION: Corey Avenue Between Blind Pass and Boca Ciega Drive

DATE(S): Tuesday February 17<sup>th</sup> 2026

HOURS: 4pm to 10pm EXPECTED ATTENDANCE 1000

PURPOSE (Why is the event being produced?):  
Mardi Gras Celebration with Live Band

**A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.**

**APPLICANT (The organization promoting or sponsoring the event.)**

NAME OF ORGANIZATION: Corey Area Business Association

TYPE OF ORGANIZATION: \_\_\_\_\_ Profit ☒ Non-Profit

ADDRESS: 357 Corey Avenue

CITY: St. Pete Beach STATE: FL ZIP: 33706

AUTHORIZED PERSON IN CHARGE: Ken Hautmann

PHONE #: 727-698-6014 EMAIL: ken@chillstpetebeach.com

**CITY PARTICIPATION REQUESTED (Please include additional sheets as necessary to clarify your request)**

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones
- ✓ Trash bins
- ✓ Assistance in digging a hole for a beach fire on public beaches

Please indicate your request of sponsorship from the City of St Pete Beach below

☒ Off Duty Pinellas County Sheriff Officers for the event

|                         |                            |                                 |
|-------------------------|----------------------------|---------------------------------|
| For office use only:    |                            |                                 |
| Total event hours _____ | Expected attendance: _____ | Number of officers needed _____ |
| Estimated Cost \$ _____ |                            |                                 |

☒ EMS during the event

|                         |                            |                                     |
|-------------------------|----------------------------|-------------------------------------|
| For office use only:    |                            |                                     |
| Total event hours _____ | Expected attendance: _____ | Number of Rescue units needed _____ |
| Estimated Cost \$ _____ |                            |                                     |

☐ Public Services staff for the event

|                         |                            |                              |
|-------------------------|----------------------------|------------------------------|
| For office use only:    |                            |                              |
| Total event hours _____ | Expected attendance: _____ | Number of staff needed _____ |
| Estimated Cost \$ _____ |                            |                              |

☒ Barricades

Number requested 8

☐ Orange Cones

Number requested \_\_\_\_\_

☒ Trash Bins

Number Requested 10

☐ Assistance in digging a hole for beach fire on public beaches

Please attach any other pertinent information to this application that will help substantiate your need for City co-sponsorship.  
(See instructions and timeline on next page)





## Event Logistics

Estimated Attendance

750

750

(includes event crew, participants, and spectators)

This Year

Last Year (if Applicable)

*Under City Ordinance Section 26-33 any special event which consists of 250 or more persons or the event is a sports related may require standby Emergency Medical Services (EMS) personnel, vehicle(s) and equipment. See Page 10 of the Event Guide for more on EMS service requirements.*

The EMS and fire vehicle fees are listed below:

|                                                                                  |         |
|----------------------------------------------------------------------------------|---------|
| Fees for off-duty fire department personnel special detail (minimum of 3 hours): | \$50.00 |
| Special event fire vehicle per hour per vehicle (minimum of 3 hours):            | \$25.00 |

List all event activities: \_\_\_\_\_

Electricity Needed ☒ Yes ☐ No Source: City electric boxes on Corey Avenue

Will portable restrooms be used? ☒ Yes ☐ No If yes (include on site plan): One ADA compliant toilet for every 10 per location

Will Dumpsters be used? ☐ Yes ☒ No If yes (include on site plan):

How Many? \_\_\_\_\_ Size: \_\_\_\_\_ Installation Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

Entertainment (Detail type, bands, DJs, dancers, clowns, etc) Live Entertainment On Stage. See Attached

Parking Plan (please be detailed and include on site map): See Attached. Ride Sharing will be encouraged

## Food and Beverage:

Will alcohol be served or sold? ☒ Served ☐ Sold ☐ No Alcohol

Will there be food trucks? ☐ Yes ☒ No

*All food trucks must be registered with the city.*

If yes, please list the truck/trailer vendors

1. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
2. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
3. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
4. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_

*If you need additional space to list more food trucks please attached an additional sheet listing name of truck and the permit number.*

Other Food Vendors that are not a truck or trailer

List all other vendors (art, crafts, clothes, etc) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Event Equipment – All equipment below other than a 10x10 tent requires a temporary structure permit. Please include the temporary structure permit for each piece of equipment listed below with the event application.**

**Tents:** *Please list number of tents and size of each and include location on the site plan.*

**Stage/Platforms:** Please list dimensions, scaffolding, etc and include location on the site plan.  
16 foot Trailer stage

All temporary structures that cover an area greater than 120 sq. ft. including connecting spaces with a common area means of egress or entrance that are used for the gathering together of 10 or more persons shall not be erected, operated, or maintained for any purpose without obtaining a permit from the Building Official. The application should include a site plan indicating the location of the structure and information delineating the means of egress and the occupant load. FBC 3103. The Building Official gives permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. All temporary power must comply with FFPA 70 NEC Article 590.

#### Vehicle on the Beach Permits

Do you need to have a vehicle on the beach for your event?

☐ Yes

☒ No

*If Yes, please include a vehicle on the beach permit application with the event application*

#### Street Closures

Does Event require any Road or Sidewalk Closures?

☒ Yes

☐ No

*If yes, you must include all the details in the site plan including streets and times*

| Road         | Start Intersection | End Intersection | Date               | Times       |
|--------------|--------------------|------------------|--------------------|-------------|
| Corey Avenue | Blind Pass         | Boca Ciega Blvd  | February 17th 2026 | 4PM to 12am |
| _____        | _____              | _____            | _____              | _____       |
| _____        | _____              | _____            | _____              | _____       |

**Signage/Banners –** Please list number, size and placement of each banner that you plan to use to promote the event. If requesting to hang a banner over 75<sup>th</sup> Ave, a FDOT permit is required and request must be made at least 90 days before the event.

**City Equipment –** Please indicate the number needed for your event, if none, please put a zero (0).

8 \_\_\_\_\_ Barricades

\_\_\_\_\_ Cones

20 \_\_\_\_\_ Trash Bins

As the Applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors, or parties affiliated with the event and to insure compliance with the special event guide, the event rules guidelines, requirements for tents and all policies, rules, regulations, and code provisions of the City of St. Pete Beach. I understand that any violations may result in immediate cancellation and revocation of the Event permits. I further certify that all the facts contained in this request are accurate.

No advertising for the event shall occur until this Special Event permit has been approved by City staff and Commission.

If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site conditions or code violation as identified by City Staff will result in revocation of the permit and/or code enforcement fines.

For events on Public property, I agree to obtain and furnish the City of St. Pete Beach with a certificate of general liability insurance in the amount of at least one million dollars (\$1,000,000) or greater as deemed satisfactory by the city. The insurance must name the City of St. Pete Beach as an additional insured.

I understand incomplete application or any outstanding financial obligations with any department with in the City of St. Pete Beach may result in a denial of my request.

**Ken Hautmann**

Print Name

**CABA**

Corporation Name (if applicable)

Signature

**February 28th 2025**

Date

## EVENT APPLICATION FEES

Up Type IA events: St Pete Beach Resident/Business that does not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IB events: Non-Resident/Business that does require not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IIA events: St Pete Beach Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies-

Type IIB events: Non-Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type III Events: include any event which cannot be reviewed under subparagraphs (a) or (b) of this section.

| Attendance | Type IA  | Type IB  | Type IIA | Type IIB   | Type III |
|------------|----------|----------|----------|------------|----------|
| Up to 249  | \$25.00  | \$50.00  | \$75.00  | \$100.00   | TBD      |
| 250-500    | \$50.00  | \$100.00 | \$250.00 | \$350.00   | TBD      |
| 501-999    | \$75.00  | \$150.00 | \$500.00 | \$650.00   | TBD      |
| 1000+      | \$100.00 | \$200.00 | \$750.00 | \$1,000.00 | TBD      |

## OTHER FEES

Temporary Structure, Outdoor Cooking and Beach Fire permits are \$25 per permit.

Vehicle on the Beach permits is \$15. Food Truck/Trailer permit is \$170 annually

Fire Department stand – by is \$125 per hour with a minimum of 3 hours (1 crew and vehicle)

# City of St. Pete Beach Event Application Checklist

## **Please Include:**

- ☐ Site Plan: Maximum Size of 8.5" x 11" including the following information
  - ☐ Location of food vendor area (s)
  - ☐ Tent locations and sizes
  - ☐ Location of food truck/trailers
  - ☐ Location of stage
  - ☐ Fuel storage/dispensing areas
  - ☐ Emergency access routes for LEO and Fire
  - ☐ Location of vending booths
  - ☐ Location of fire extinguishers & other life safety equipment
  - ☐ Description of sound amplification facilities or equipment
  - ☐ Location of alcoholic beverage consumption areas and vending
  - ☐ Location of Generators
  - ☐ Identify any fences/gates around the event
  - ☐ Table, chair and equipment layout
  - ☐ Location of portable restrooms
  - ☐ Location of designated protest area (if applicable)
- ☐ Traffic & Parking Plan and Map that includes: vendor parking, handicap parking, shuttle routes and times, shuttle drop off/pick up, and ride share drop off and pick up.
- ☐ Safety Plan that includes vendor load in and out times
- ☐ Certificate of Insurance
- ☐ Copy of Impact Letter if closing streets for an event
- ☐ Written authorization from all private properties that are included in the event plan
- ☐ Outdoor Cooking Permit Application (if applicable)
- ☐ Temporary Structure Permit Application (if applicable)
- ☐ Building Permit Application (if applicable for stages)
- ☐ Vehicle on the Beach Permit Application (if applicable)
- ☐ Beach Fire Permit Application (if applicable)
- ☐ Tax Exempt Documentation (if applicable)
- ☐ Non-Profit Documentation (if applicable)

## **Please send completed application to:**

**City of St. Pete Beach**

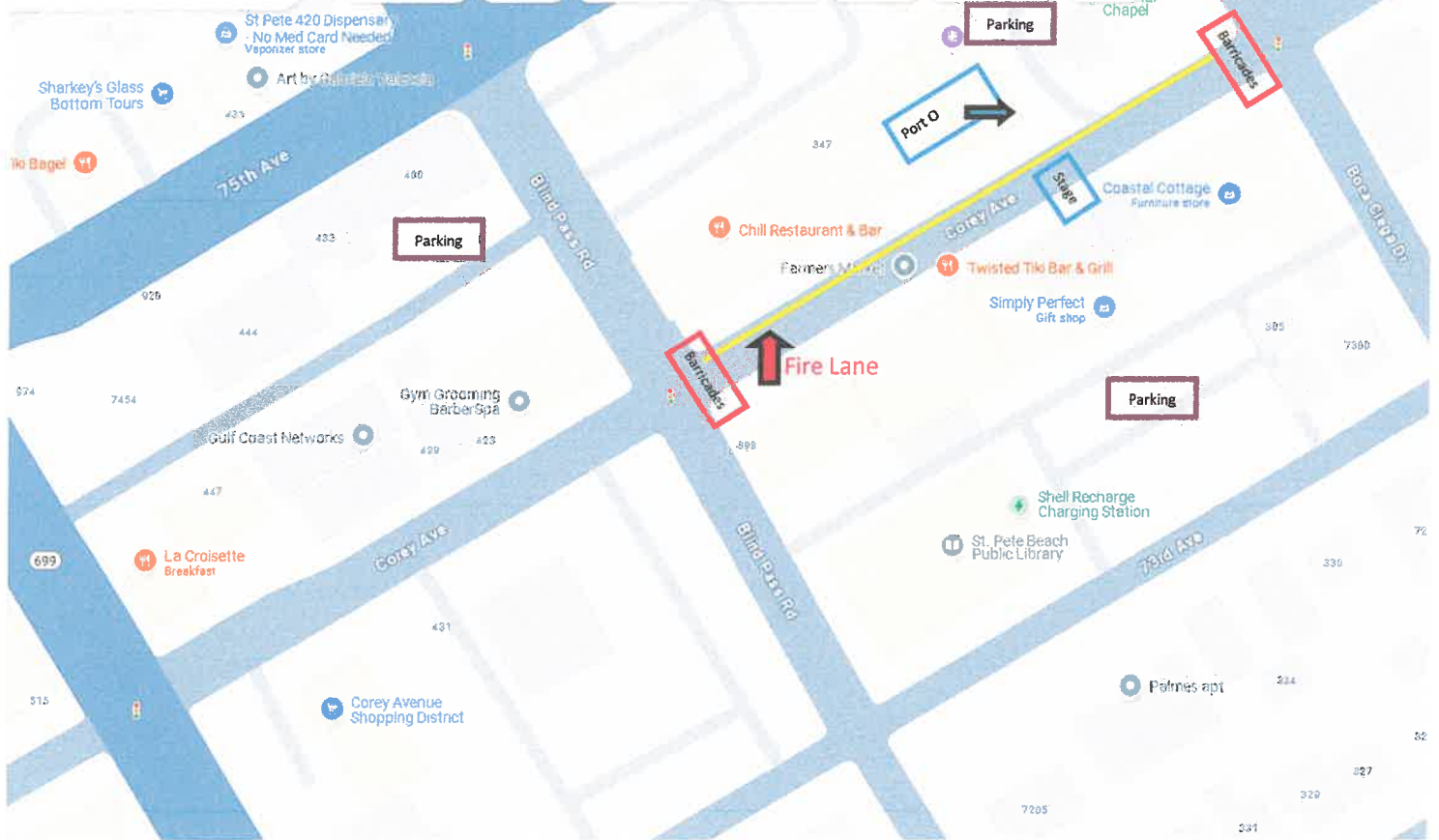
**Jennifer McMahon, Recreation Director**

**155 Corey Ave**

**St. Pete Beach, FL 33706**

Or email to: [Rddirector@stpetebeach.org](mailto:Rddirector@stpetebeach.org)

727-363-9274 or fax at 727-363-9246



**CITY OF ST. PETE BEACH**  
**HOLD HARMLESS AGREEMENT AND RELEASE**  
**FOR SPECIAL EVENT AND STREET CLOSURE PERMITS**

---

This is an Agreement (the "Agreement") entered into by and between the CITY OF ST. PETE BEACH (hereinafter "CITY") and Corty Area Biz Association (hereinafter "Permit Holder"). The City and Permit Holder together shall be referred to as the "parties."

**WHEREAS**, Permit Holder desires to host Special Event or Street Closure activities as provided by the CITY; and

**WHEREAS**, Permit Holder desires to host said activities and acknowledges that it may be subject to risks; and

**WHEREAS**, Permit Holder is willing to host said activities and agrees to hold the CITY harmless.

**NOW, THEREFORE**, upon the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto agree to the following:

1. The foregoing recitals are true and correct and incorporated herein by reference.
2. To the extent permitted by law, Permit Holder agrees to indemnify, hold harmless and defend the CITY, its members, officers, employees, agents, and assigns from and against all losses, claims, damages, suits, actions, demands, or liability and expense, including reasonable attorney's fees and costs of litigation through all appellate proceedings in connection with any and all claims whatsoever including but not limited to; personal injuries, property damage, including loss of use, or equitable relief, including but not limited to injunctive relief or declaratory judgment relief caused by the negligent or deliberate act or omission of Permit Holder or anyone else for who Permit Holder's acts may be liable. Permit Holder's liability hereunder shall include all attorneys' fees and costs incurred by the CITY in the enforcement of this indemnification provision. This provision includes claims made by Permit Holder, patrons of the event, and any other entity or individual participating in the event against the CITY.
3. Permit Holder hereby releases and discharges the CITY, its members, officers, employees and agents (hereinafter, collectively "Releasees" and individually "Releasee") from, and waive with respect to each Releasee, and covenants not to sue any Releasee for any and all liabilities, damages and expenses, including but not limited to attorney's fees, of any nature whatsoever arising from participation in said activities.
4. Permit Holder acknowledges that they have had a full opportunity to review this Hold Harmless Agreement and Release, have read and understand this Release, and have the opportunity for this Hold Harmless Agreement and Release to be reviewed by their attorney if desired. Permit

Holder further acknowledges and represents that they, the undersigned, have full authority to execute this Hold Harmless Agreement and Release, and are bound by this Hold Harmless Agreement and Release.

5. Permit Holder freely and voluntarily assumes all risk of loss or injury arising from hosting said activities whether due to their negligence or the negligence or intentional acts of others.
6. Permit Holder agrees not to represent themselves as a CITY employee or CITY affiliate.
7. Both parties agree to comply with all federal, state, and other applicable laws. Nothing herein shall be construed as a waiver of sovereign immunity, or the limitations set forth in Section 768.28, Florida Statutes.
8. If any one or more of the provisions of this Hold Harmless Agreement and Release shall be held to be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby. The parties recognize that the Hold Harmless Agreement and Release has been the result of negotiations of both parties. This Hold Harmless Agreement and Release shall not be construed or interpreted in any way against any one party on the basis that party drafted this Hold Harmless Agreement and Release.
9. This Hold Harmless Agreement and Release and any extensions, amendments, or attachments related hereto are public records subject to Chapter 119, Florida Statutes.
10. This Agreement may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one in the same instrument.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the day and year set forth below.

**Permit Holder**

**City of St. Pete Beach:**

Signature: 

Signature: \_\_\_\_\_

By: Ken Hartman

By: \_\_\_\_\_

Date: 2/28/25

Date: \_\_\_\_\_



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Not For Profit Corporation

COREY AREA BUSINESS ASSOCIATION, INC..

### Filing Information

**Document Number** 744269  
**FEI/EIN Number** 65-0048420  
**Date Filed** 09/14/1978  
**State** FL  
**Status** ACTIVE

### Principal Address

363 Corey Avenue  
St. Pete Beach, FL 33706

Changed: 04/18/2024

### Mailing Address

PO Box 67393  
St. Pete Beach, FL 33706

Changed: 05/13/2024

### Registered Agent Name & Address

Hautmann, Ken, President  
363 Corey Avenue  
St. Pete Beach, FL 33706

Name Changed: 04/18/2024

Address Changed: 04/18/2024

### Officer/Director Detail

#### **Name & Address**

Title President

Hautmann, Ken  
363 Corey Avenue  
St. Pete Beach, FL 33706

Title VP



Simply Perfect , Roberta , Caan  
326 Corey Avenue  
St Pete Beach, FL 33706

Title Treasurer

Nowak , Elzbieta  
350 Corey Avenue  
St Pete Beach, FL 33706

Title Secretary

Williams, Robert  
336 Corey Avenue  
St Pete Beach, FL 33706

#### **Annual Reports**

| <b>Report Year</b> | <b>Filed Date</b> |
|--------------------|-------------------|
| 2023               | 06/13/2023        |
| 2024               | 04/18/2024        |
| 2024               | 05/13/2024        |

#### **Document Images**

|                                                     |                                          |
|-----------------------------------------------------|------------------------------------------|
| <a href="#">05/13/2024 -- AMENDED ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/18/2024 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/14/2023 -- AMENDED ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">06/13/2023 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/29/2022 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/12/2021 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/16/2020 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/22/2019 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/22/2018 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2017 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/23/2016 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/06/2015 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2014 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/16/2013 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/13/2012 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2011 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2010 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/01/2009 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">08/07/2008 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/04/2007 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/17/2006 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/13/2005 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/11/2004 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/10/2024

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 have ADDITIONAL INSURED provisions or 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).

|                                                                                                           |                                                                                                                                                              |                                    |
|-----------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| <b>PRODUCER</b><br>WWW Insurance, LLC<br>300 First Avenue South<br>Fifth Floor<br>St. Petersburg FL 33701 | <b>CONTACT NAME:</b> Certificates<br><b>PHONE (A/C, No, Ext):</b> 727-522-7777<br><b>E-MAIL ADDRESS:</b> certificates@w3ins.com                              | <b>FAX (A/C, No):</b> 727-521-2902 |
| <b>INSURED</b><br>Corey Area Business Association Inc<br>P O Box 67393<br>St Pete Beach FL 33736          | <b>INSURER(S) AFFORDING COVERAGE</b><br>INSURER A : Auto-Owners Insurance Company<br>INSURER B :<br>INSURER C :<br>INSURER D :<br>INSURER E :<br>INSURER F : | <b>NAIC #</b><br>18988             |

**COVERAGES****CERTIFICATE NUMBER:** 1451844015**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                                                   | ADDL SUBR INSD WVD                  | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                        |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|---------------|-------------------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br><input type="checkbox"/> OTHER: | Y                                   | 20441246      | 7/7/2024                | 7/7/2025                | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000<br>\$ |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                                                   |                                     |               |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                                         |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br><br>DED <input type="checkbox"/> RETENTION \$                                                                                                                                                                                     |                                     |               |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$                                                                                                                                                                                                      |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                                                       | Y/N<br><input type="checkbox"/> N/A |               |                         |                         | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                                                                              |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of St. Pete Beach is additional insured with respect to the General Liability if required by written contract, subject to terms, conditions, and exclusions of the policy.

**CERTIFICATE HOLDER****CANCELLATION**

City of St. Pete Beach  
155 Corey Avenue  
St. Pete Beach FL 33706

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



## City of St. Pete Beach Event Application

### Applicant

Name of Applicant: Ken Hautmann Title (if applicable): President

Name of Organization (if applicable): Corey Avenue Business Associatin (CABA)

Tax Exempt? ☒ Yes ☐ No Non-Profit? ☒ Yes ☐ NO *If yes on either, please provide documentation*

Mailing Address: 363 Corey Avenue, St. Pete Beach, FL 33706

Cell Phone: 7276986014 Email: ken@chillstpetebeach.com

### Event Information

Event Title: St. Pete Beach Downtown Seafood Festival Event/Organization Web Address: NA

Event Location(s): Corey Avenue between Boca Ciega Drive and Gulf Blvd and Blind Pass from 75th Ave to 73rd Ave

*If location is private property, a letter giving permission for the event to take place on the property must be included with the application.*

#### Event Date(s) & Time(s)

| Date                 | Day of the Week | Start Time      | End Time        |
|----------------------|-----------------|-----------------|-----------------|
| <u>May 15th 2026</u> | <u>Friday</u>   | <u>4:00 PM</u>  | <u>10:00 PM</u> |
| <u>May 16th 2026</u> | <u>Saturday</u> | <u>12:00 PM</u> | <u>10:00 PM</u> |
| <u>May 17th 2026</u> | <u>Sunday</u>   | <u>12:00 PM</u> | <u>6:00 PM</u>  |

Set Up Date(s): Friday May 15th 2026 Time(s) 6:00 AM to \_\_\_\_\_

Cleanup Date(s): Sunday May 17th 2026 Time(s) \_\_\_\_\_ to 10:00 PM

Description of Event: Seafood Festival with Live Entertainment

Will this be an Annual Event? ☒ Yes ☐ No If yes, next year's date(s): May 14th, 15th, and 16th

## Event Logistics

Estimated Attendance

3000 a day

(includes event crew, participants, and spectators)

This Year

Last Year (if Applicable)

*Under City Ordinance Section 26-33 any special event which consists of 250 or more persons or the event is a sports related may require standby Emergency Medical Services (EMS) personnel, vehicle(s) and equipment. See Page 10 of the Event Guide for more on EMS service requirements.*

The EMS and fire vehicle fees are listed below:

|                                                                                  |         |
|----------------------------------------------------------------------------------|---------|
| Fees for off-duty fire department personnel special detail (minimum of 3 hours): | \$50.00 |
| Special event fire vehicle per hour per vehicle (minimum of 3 hours):            | \$25.00 |

List all event activities: Live Entertainment on Stage. Large tented seating area. Vendors

Electricity Needed ☒ Yes ☐ No Source: City electric boxes on Corey Avenue

Will portable restrooms be used? ☒ Yes ☐ No If yes (include on site plan): One ADA compliant toilet for every 10 per location

Will Dumpsters be used? ☐ Yes ☒ No If yes (include on site plan)  
How Many? \_\_\_\_\_ Size: \_\_\_\_\_ Installation Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

Entertainment (Detail type, bands, DJs, dancers, clowns, etc) Carlos and Joe: Friday 6pm to 10pm.  
Saturday and Sunday entertainment TBD

Parking Plan (please be detailed and include on site map): See Attached. Ride Sharing will be encouraged

## Food and Beverage:

Will alcohol be served or sold? ☐ Served ☒ Sold ☐ No Alcohol

Will there be food trucks? ☒ Yes ☐ No

All food trucks must be registered with the city.

If yes, please list the truck/trailer vendors

1. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
2. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
3. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
4. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_

If you need additional space to list more food trucks please attached an additional sheet listing name of truck and the permit number.

Other Food Vendors that are not a truck or trailer

List all other vendors (art, crafts, clothes, etc) See Attached

**Event Equipment** – All equipment below other than a 10x10 tent requires a temporary structure permit. Please include the temporary structure permit for each piece of equipment listed below with the event application.

**Tents:** *Please list number of tents and size of each and include location on the site plan.*

Each vendor will have a 10x10 tent. See Attached diagram

**Stage/Platforms:** Please list dimensions, scaffolding, etc and include location on the site plan.

All temporary structures that cover an area greater than 120 sq. ft. including connecting spaces with a common area means of egress or entrance that are used for the gathering together of 10 or more persons shall not be erected, operated, or maintained for any purpose without obtaining a permit from the Building Official. The application should include a site plan indicating the location of the structure and information delineating the means of egress and the occupant load. FBC 3103. The Building Official gives permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. All temporary power must comply with FFPA 70 NEC Article 590.

#### Vehicle on the Beach Permits

Do you need to have a vehicle on the beach for your event?

☐ Yes

☒ No

*If Yes, please include a vehicle on the beach permit application with the event application*

#### Street Closures

Does Event require any Road or Sidewalk Closures?

☒ Yes

☐ No

*If yes, you must include all the details in the site plan including streets and times*

| Road         | Start Intersection | End Intersection | Date        | Times  |
|--------------|--------------------|------------------|-------------|--------|
| Corey Avenue | Gulf Blvd          | Boca Ciega Blvd  | May 15th to | 6am to |
| Blind Pass   | 75th Avenue        | 73rd Avenue      | May 17th    | 10pm   |
|              |                    |                  |             |        |

**Signage/Banners** – Please list number, size and placement of each banner that you plan to use to promote the event. If requesting to hang a banner over 75<sup>th</sup> Ave, a FDOT permit is required and request must be made at least 90 days before the event.

**City Equipment** – Please indicate the number needed for your event, if none, please put a zero (0).

10 Barricades

       Cones

20 Trash Bins

As the Applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors, or parties affiliated with the event and to insure compliance with the special event guide, the event rules guidelines, requirements for tents and all policies, rules, regulations, and code provisions of the City of St. Pete Beach. I understand that any violations may result in immediate cancellation and revocation of the Event permits. I further certify that all the facts contained in this request are accurate.

No advertising for the event shall occur until this Special Event permit has been approved by City staff and Commission.

If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site conditions or code violation as identified by City Staff will result in revocation of the permit and/or code enforcement fines.

For events on Public property, I agree to obtain and furnish the City of St. Pete Beach with a certificate of general liability insurance in the amount of at least one million dollars (\$1,000,000) or greater as deemed satisfactory by the city. The insurance must name the City of St. Pete Beach as an additional insured.

I understand incomplete application or any outstanding financial obligations with any department with in the City of St. Pete Beach may result in a denial of my request.

Ken Hautmann

Print Name

CABA

Corporation Name (if applicable)

Signature

February 28, 2025

Date

## EVENT APPLICATION FEES

Up Type IA events: St Pete Beach Resident/Business that does not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IB events: Non-Resident/Business that does require not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IIA events: St Pete Beach Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies-

Type IIB events: Non-Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type III Events: include any event which cannot be reviewed under subparagraphs (a) or (b) of this section.

| Attendance | Type IA  | Type IB  | Type IIA | Type IIB   | Type III |
|------------|----------|----------|----------|------------|----------|
| Up to 249  | \$25.00  | \$50.00  | \$75.00  | \$100.00   | TBD      |
| 250-500    | \$50.00  | \$100.00 | \$250.00 | \$350.00   | TBD      |
| 501-999    | \$75.00  | \$150.00 | \$500.00 | \$650.00   | TBD      |
| 1000+      | \$100.00 | \$200.00 | \$750.00 | \$1,000.00 | TBD      |

## OTHER FEES

Temporary Structure, Outdoor Cooking and Beach Fire permits are \$25 per permit.

Vehicle on the Beach permits is \$15. Food Truck/Trailer permit is \$170 annually

Fire Department stand – by is \$125 per hour with a minimum of 3 hours (1 crew and vehicle)

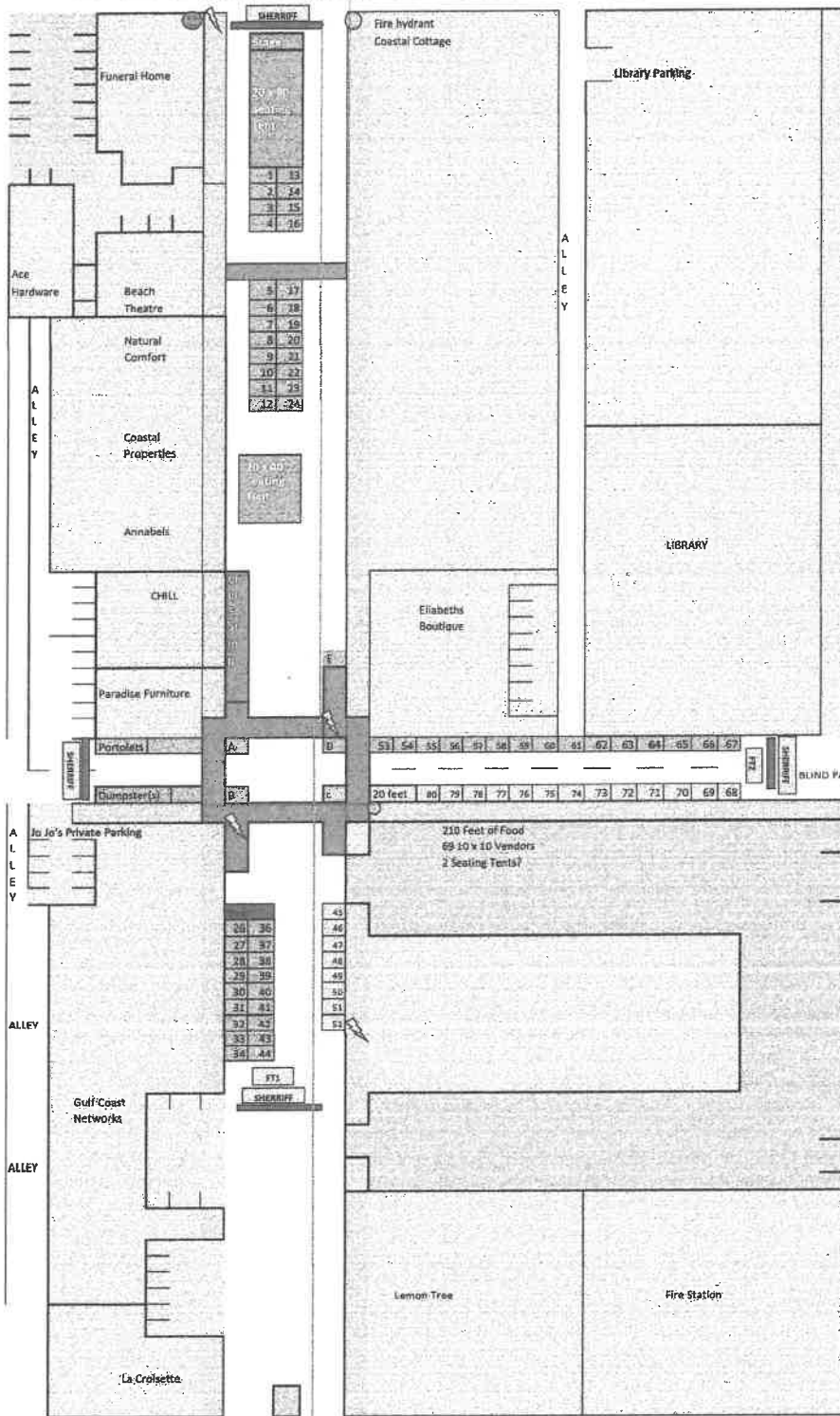
COMPASS



City Hall Parking

Closure 6am-4pm every Sunday

BOCA DIEGA DR.



MAP KEY

- 10 x 10 Tent Vendor Booths
- Walkway/Intersection Sidewalks/Bumpouts
- Food Tent areas & Truck or Trailer - Vehicle Blockade
- Seating Tents & Stage
- Portolets
- Portable Baricades - 6am Friday until 12:00am Monday
- Beer Tent
- Fire Hydrant
- 14 Foot Emergency Lane

| #  | Vendor Name | Type | #  | Vendor Name | Type |
|----|-------------|------|----|-------------|------|
| 1  |             |      | 55 |             |      |
| 2  |             |      | 56 |             |      |
| 3  |             |      | 57 |             |      |
| 4  |             |      | 58 |             |      |
| 5  |             |      | 59 |             |      |
| 6  |             |      | 60 |             |      |
| 7  |             |      | 61 |             |      |
| 8  |             |      | 62 |             |      |
| 9  |             |      | 63 |             |      |
| 10 |             |      | 64 |             |      |
| 11 |             |      | 65 |             |      |
| 12 |             |      | 66 |             |      |
| 13 |             |      | 67 |             |      |
| 14 |             |      | 68 |             |      |
| 15 |             |      | 69 |             |      |
| 16 |             |      | 70 |             |      |
| 17 |             |      | 71 |             |      |
| 18 |             |      | 72 |             |      |
| 19 |             |      | 73 |             |      |
| 20 |             |      | 74 |             |      |
| 21 |             |      | 75 |             |      |
| 22 |             |      | 76 |             |      |
| 23 |             |      | 77 |             |      |
| 24 |             |      | 78 |             |      |
| 25 |             |      | 79 |             |      |
| 26 |             |      | 80 |             |      |
| 27 |             |      |    |             |      |
| 28 |             |      |    |             |      |
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| 51 |             |      |    |             |      |
| 52 |             |      |    |             |      |
| 53 |             |      |    |             |      |
| 54 |             |      |    |             |      |

Sponsor Locations

- A open
- B open
- C open
- D open
- E open



**CITY OF ST. PETE BEACH**  
**HOLD HARMLESS AGREEMENT AND RELEASE**  
**FOR SPECIAL EVENT AND STREET CLOSURE PERMITS**

---

This is an Agreement (the "Agreement") entered into by and between the CITY OF ST. PETE BEACH (hereinafter "CITY") and Lorey Area Business Assoc (hereinafter "Permit Holder"). The City and Permit Holder together shall be referred to as the "parties."

**WHEREAS**, Permit Holder desires to host Special Event or Street Closure activities as provided by the CITY; and

**WHEREAS**, Permit Holder desires to host said activities and acknowledges that it may be subject to risks; and

**WHEREAS**, Permit Holder is willing to host said activities and agrees to hold the CITY harmless.

**NOW, THEREFORE**, upon the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto agree to the following:

1. The foregoing recitals are true and correct and incorporated herein by reference.
2. To the extent permitted by law, Permit Holder agrees to indemnify, hold harmless and defend the CITY, its members, officers, employees, agents, and assigns from and against all losses, claims, damages, suits, actions, demands, or liability and expense, including reasonable attorney's fees and costs of litigation through all appellate proceedings in connection with any and all claims whatsoever including but not limited to; personal injuries, property damage, including loss of use, or equitable relief, including but not limited to injunctive relief or declaratory judgment relief caused by the negligent or deliberate act or omission of Permit Holder or anyone else for who Permit Holder's acts may be liable. Permit Holder's liability hereunder shall include all attorneys' fees and costs incurred by the CITY in the enforcement of this indemnification provision. This provision includes claims made by Permit Holder, patrons of the event, and any other entity or individual participating in the event against the CITY.
3. Permit Holder hereby releases and discharges the CITY, its members, officers, employees and agents (hereinafter, collectively "Releasees" and individually "Releasee") from, and waive with respect to each Releasee, and covenants not to sue any Releasee for any and all liabilities, damages and expenses, including but not limited to attorney's fees, of any nature whatsoever arising from participation in said activities.
4. Permit Holder acknowledges that they have had a full opportunity to review this Hold Harmless Agreement and Release, have read and understand this Release, and have the opportunity for this Hold Harmless Agreement and Release to be reviewed by their attorney if desired. Permit



Holder further acknowledges and represents that they, the undersigned, have full authority to execute this Hold Harmless Agreement and Release, and are bound by this Hold Harmless Agreement and Release.

5. Permit Holder freely and voluntarily assumes all risk of loss or injury arising from hosting said activities whether due to their negligence or the negligence or intentional acts of others.

6. Permit Holder agrees not to represent themselves as a CITY employee or CITY affiliate.

7. Both parties agree to comply with all federal, state, and other applicable laws. Nothing herein shall be construed as a waiver of sovereign immunity, or the limitations set forth in Section 768.28, Florida Statutes.

8. If any one or more of the provisions of this Hold Harmless Agreement and Release shall be held to be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby. The parties recognize that the Hold Harmless Agreement and Release has been the result of negotiations of both parties. This Hold Harmless Agreement and Release shall not be construed or interpreted in any way against any one party on the basis that party drafted this Hold Harmless Agreement and Release.

9. This Hold Harmless Agreement and Release and any extensions, amendments, or attachments related hereto are public records subject to Chapter 119, Florida Statutes.

10. This Agreement may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one in the same instrument.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the day and year set forth below.

**Permit Holder**

**City of St. Pete Beach:**

Signature: 

Signature: \_\_\_\_\_

By: Kim Hachmann

By: \_\_\_\_\_

Date: 2/13/2025

Date: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/10/2024

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 have ADDITIONAL INSURED provisions or 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).

PRODUCER  
WWW Insurance, LLC  
300 First Avenue South  
Fifth Floor  
St. Petersburg FL 33701

CONTACT NAME: Certificates  
PHONE (A/C, No, Ext): 727-522-7777 FAX (A/C, No): 727-521-2902  
E-MAIL ADDRESS: certificates@w3ins.com

INSURED  
Corey Area Business Association Inc  
P O Box 67393  
St Pete Beach FL 33736

COREARE-01

| INSURER(S) AFFORDING COVERAGE            | NAIC # |
|------------------------------------------|--------|
| INSURER A: Auto-Owners Insurance Company | 18988  |
| INSURER B:                               |        |
| INSURER C:                               |        |
| INSURER D:                               |        |
| INSURER E:                               |        |
| INSURER F:                               |        |

## COVERAGES

CERTIFICATE NUMBER: 1451844015

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                   | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                  |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|---------------|-------------------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: | Y         |          | 20441246      | 7/7/2024                | 7/7/2025                | EACH OCCURRENCE \$1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000<br>MED EXP (Any one person) \$5,000<br>PERSONAL & ADV INJURY \$1,000,000<br>GENERAL AGGREGATE \$2,000,000<br>PRODUCTS - COMP/OP AGG \$2,000,000<br>\$ |
|          | AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY<br><input type="checkbox"/> HIRED AUTOS ONLY<br><input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                    |           |          |               |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                                   |
|          | UMBRELLA LIAB<br>EXCESS LIAB<br>DED RETENTION \$                                                                                                                                                                                                                                                                    |           |          |               |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$                                                                                                                                                                                                |
|          | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                              | Y/N       | N/A      |               |                         |                         | PER STATUTE OTH-ER<br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                                                                                                                          |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
City of St. Pete Beach is additional insured with respect to the General Liability if required by written contract, subject to terms, conditions, and exclusions of the policy.

## CERTIFICATE HOLDER

## CANCELLATION

City of St. Pete Beach  
155 Corey Avenue  
St. Pete Beach FL 33706

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

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[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Not For Profit Corporation  
COREY AREA BUSINESS ASSOCIATION, INC.

### Filing Information

|                        |            |
|------------------------|------------|
| <b>Document Number</b> | 744269     |
| <b>FEI/EIN Number</b>  | 65-0048420 |
| <b>Date Filed</b>      | 09/14/1978 |
| <b>State</b>           | FL         |
| <b>Status</b>          | ACTIVE     |

### Principal Address

363 Corey Avenue  
St. Pete Beach, FL 33706

Changed: 04/18/2024

### Mailing Address

PO Box 67393  
St. Pete Beach, FL 33706

Changed: 05/13/2024

### Registered Agent Name & Address

Hautmann, Ken, President  
363 Corey Avenue  
St. Pete Beach, FL 33706

Name Changed: 04/18/2024

Address Changed: 04/18/2024

### Officer/Director Detail

#### **Name & Address**

Title President

Hautmann, Ken  
363 Corey Avenue  
St. Pete Beach, FL 33706

Title VP

Simply Perfect , Roberta , Caan  
326 Corey Avenue  
St Pete Beach, FL 33706

Title Treasurer

Nowak , Elzbieta  
350 Corey Avenue  
St Pete Beach, FL 33706

Title Secretary

Williams, Robert  
336 Corey Avenue  
St Pete Beach, FL 33706

#### **Annual Reports**

| <b>Report Year</b> | <b>Filed Date</b> |
|--------------------|-------------------|
| 2023               | 06/13/2023        |
| 2024               | 04/18/2024        |
| 2024               | 05/13/2024        |

#### **Document Images**

|                                                    |                                          |
|----------------------------------------------------|------------------------------------------|
| <a href="#">05/13/2024 - AMENDED ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/18/2024 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/14/2023 - AMENDED ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">06/13/2023 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/29/2022 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/12/2021 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/18/2020 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/22/2019 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/22/2018 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2017 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/23/2016 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/08/2015 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2014 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/16/2013 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/13/2012 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2011 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2010 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/01/2009 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">08/07/2008 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/04/2007 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/17/2006 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/13/2005 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/11/2004 - ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |

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[05/10/2001 - ANNUAL REPORT](#)  
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[05/06/1999 - ANNUAL REPORT](#)  
[03/27/1998 - ANNUAL REPORT](#)  
[04/30/1997 - ANNUAL REPORT](#)  
[03/05/1996 - ANNUAL REPORT](#)  
[03/13/1995 - ANNUAL REPORT](#)

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WORKING TO IMPROVE THE QUALITY OF LIFE FOR ALL AMERICANS



**City of St Pete Beach**  
**Application for City Co-sponsorship October 1, 2025 – September 30, 2026**  
(See instructions on page 3)

**GENERAL EVENT INFORMATION**

DATE OF APPLICATION: February 28<sup>th</sup>, 2025

NAME OF EVENT: St. Patrick's Day Celebration

LOCATION: Corey Avenue Between Blind Pass and Boca Ciega Drive

DATE(S): Saturday March 14<sup>th</sup>, 2026

HOURS: 12pm to 10pm EXPECTED ATTENDANCE 1000

PURPOSE (Why is the event being produced?):  
St. Patrick's Day Celebration with live entertainment

**A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.**

**APPLICANT (The organization promoting or sponsoring the event.)**

NAME OF ORGANIZATION: Corey Area Business Association

TYPE OF ORGANIZATION: \_\_\_\_\_ Profit X Non-Profit

ADDRESS: 357 Corey Avenue

CITY: St. Pete Beach STATE: FL ZIP: 33706

AUTHORIZED PERSON IN CHARGE: Ken Hautmann

PHONE #: 727-698-6014 EMAIL: ken@chillstpetebeach.com

**CITY PARTICIPATION REQUESTED (Please include additional sheets as necessary to clarify your request)**

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones
- ✓ Trash bins
- ✓ Assistance in digging a hole for a beach fire on public beaches

Please indicate your request of sponsorship from the City of St Pete Beach below

☒ Off Duty Pinellas County Sheriff Officers for the event

For office use only:

Total event hours

Expected attendance:

Number of officers needed

Estimated Cost \$

☒ EMS during the event

For office use only:

Total event hours

Expected attendance:

Number of Rescue units needed

Estimated Cost \$

☐ Public Services staff for the event

For office use only:

Total event hours

Expected attendance:

Number of staff needed

Estimated Cost \$

☒ Barricades

Number requested 8

☐ Orange Cones

Number requested           

☒ Trash Bins

Number Requested 10

☐ Assistance in digging a hole for beach fire on public beaches

Please attach any other pertinent information to this application that will help substantiate your need for City co-sponsorship.  
(See instructions and timeline on next page)



## City of St. Pete Beach Event Application

### Applicant

Name of Applicant: Ken Hautmann Title (If applicable): President

Name of Organization (if applicable): Corey Avenue Business Associatin (CABA)

Tax Exempt? ☒ Yes ☐ No Non-Profit? ☒ Yes ☐ NO *If yes on either, please provide documentation*

Mailing Address: 363 Corey Avenue, St. Pete Beach, FL 33706

Cell Phone: 727-698-6014 Email: ken@chillstpetebeach.com

### Event Information

Event Title: St Patricks Day Street Closure Event/Organization Web Address: coreyave.com

Event Location(s): Corey Avenue between Boca Ciega Drive and Blind Pass

*If location is private property, a letter giving permission for the event to take place on the property must be included with the application.*

### Event Date(s) & Time(s)

| Date                        | Day of the Week             | Start Time                  | End Time                    |
|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>March 14th 2026</u>      | <u>Saturday</u>             | <u>10:00 AM</u>             | <u>10:00 PM</u>             |
| <u>                    </u> | <u>                    </u> | <u>                    </u> | <u>                    </u> |
| <u>                    </u> | <u>                    </u> | <u>                    </u> | <u>                    </u> |

Set Up Date(s): Saturday March 14th, 2026 QA Time(s) 7:00 AM to 10:00 AM

Cleanup Date(s): Saturday March 14th 2026 QA Time(s) 10:00 PM to 12:00 AM

Description of Event: Annual St Patricks Day Celebration

Will this be an Annual Event? ☒ Yes ☐ No If yes, next year's date(s): Saturday March 14th 2026



## Event Logistics

Estimated Attendance

750

750

(includes event crew, participants, and spectators)

This Year

Last Year (if Applicable)

*Under City Ordinance Section 26-33 any special event which consists of 250 or more persons or the event is a sports related may require standby Emergency Medical Services (EMS) personnel, vehicle(s) and equipment. See Page 10 of the Event Guide for more on EMS service requirements.*

The EMS and fire vehicle fees are listed below:

|                                                                                  |         |
|----------------------------------------------------------------------------------|---------|
| Fees for off-duty fire department personnel special detail (minimum of 3 hours): | \$50.00 |
| Special event fire vehicle per hour per vehicle (minimum of 3 hours):            | \$25.00 |

List all event activities: \_\_\_\_\_

Electricity Needed ☒ Yes ☐ No Source: City electric boxes on Corey Avenue

Will portable restrooms be used? ☒ Yes ☐ No If yes (include on site plan): One ADA compliant toilet for every 10 per location

Will Dumpsters be used? ☐ Yes ☒ No If yes (include on site plan)

How Many? \_\_\_\_\_ Size: \_\_\_\_\_ Installation Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

Entertainment (Detail type, bands, DJs, dancers, clowns, etc) Live Entertainment On Stage. See Attached

Parking Plan (please be detailed and include on site map): See Attached. Ride Sharing will be encouraged

## Food and Beverage:

Will alcohol be served or sold? ☒ Served ☐ Sold ☐ No Alcohol

Will there be food trucks? ☐ Yes ☒ No

*All food trucks must be registered with the city.*

If yes, please list the truck/trailer vendors

1. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
2. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
3. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
4. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_

*If you need additional space to list more food trucks please attached an additional sheet listing name of truck and the permit number.*

Other Food Vendors that are not a truck or trailer

List all other vendors (art, crafts, clothes, etc) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Event Equipment – All equipment below other than a 10x10 tent requires a temporary structure permit. Please include the temporary structure permit for each piece of equipment listed below with the event application.**

**Tents:** *Please list number of tents and size of each and include location on the site plan.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Stage/Platforms:** Please list dimensions, scaffolding, etc and include location on the site plan.  
16 foot Trailer stage  
\_\_\_\_\_  
\_\_\_\_\_

All temporary structures that cover an area greater than 120 sq. ft. including connecting spaces with a common area means of egress or entrance that are used for the gathering together of 10 or more persons shall not be erected, operated, or maintained for any purpose without obtaining a permit from the Building Official. The application should include a site plan indicating the location of the structure and information delineating the means of egress and the occupant load. FBC 3103. The Building Official gives permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. All temporary power must comply with FPCA 70 NEC Article 590.

#### Vehicle on the Beach Permits

Do you need to have a vehicle on the beach for your event? ☐ Yes ☒ No

*If Yes, please include a vehicle on the beach permit application with the event application*

#### Street Closures

Does Event require any Road or Sidewalk Closures? ☒ Yes ☐ No

*If yes, you must include all the details in the site plan including streets and times*

| Road         | Start Intersection | End Intersection | Date            | Times       |
|--------------|--------------------|------------------|-----------------|-------------|
| Corey Avenue | Blind Pass         | Boca Ciega Blvd  | March 14th 2026 | 7am to 12am |
| _____        | _____              | _____            | _____           | _____       |
| _____        | _____              | _____            | _____           | _____       |

**Signage/Banners –** Please list number, size and placement of each banner that you plan to use to promote the event. If requesting to hang a banner over 75<sup>th</sup> Ave, a FDOT permit is required and request must be made at least 90 days before the event.

\_\_\_\_\_  
\_\_\_\_\_

**City Equipment –** Please indicate the number needed for your event, if none, please put a zero (0).

8 \_\_\_\_\_ Barricades

\_\_\_\_\_ Cones

20 \_\_\_\_\_ Trash Bins

As the Applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors, or parties affiliated with the event and to insure compliance with the special event guide, the event rules guidelines, requirements for tents and all policies, rules, regulations, and code provisions of the City of St. Pete Beach. I understand that any violations may result in immediate cancellation and revocation of the Event permits. I further certify that all the facts contained in this request are accurate.

No advertising for the event shall occur until this Special Event permit has been approved by City staff and Commission.

If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site conditions or code violation as identified by City Staff will result in revocation of the permit and/or code enforcement fines.

For events on Public property, I agree to obtain and furnish the City of St. Pete Beach with a certificate of general liability insurance in the amount of at least one million dollars (\$1,000,000) or greater as deemed satisfactory by the city. The insurance must name the City of St. Pete Beach as an additional insured.

I understand incomplete application or any outstanding financial obligations with any department within the City of St. Pete Beach may result in a denial of my request.

**Ken Hautmann**

Print Name

**CABA**

Corporation Name (if applicable)

Signature

**February 28th 2025**

Date

## EVENT APPLICATION FEES

Up Type IA events: St Pete Beach Resident/Business that does not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IB events: Non-Resident/Business that does require not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IIA events: St Pete Beach Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies-

Type IIB events: Non-Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type III Events: include any event which cannot be reviewed under subparagraphs (a) or (b) of this section.

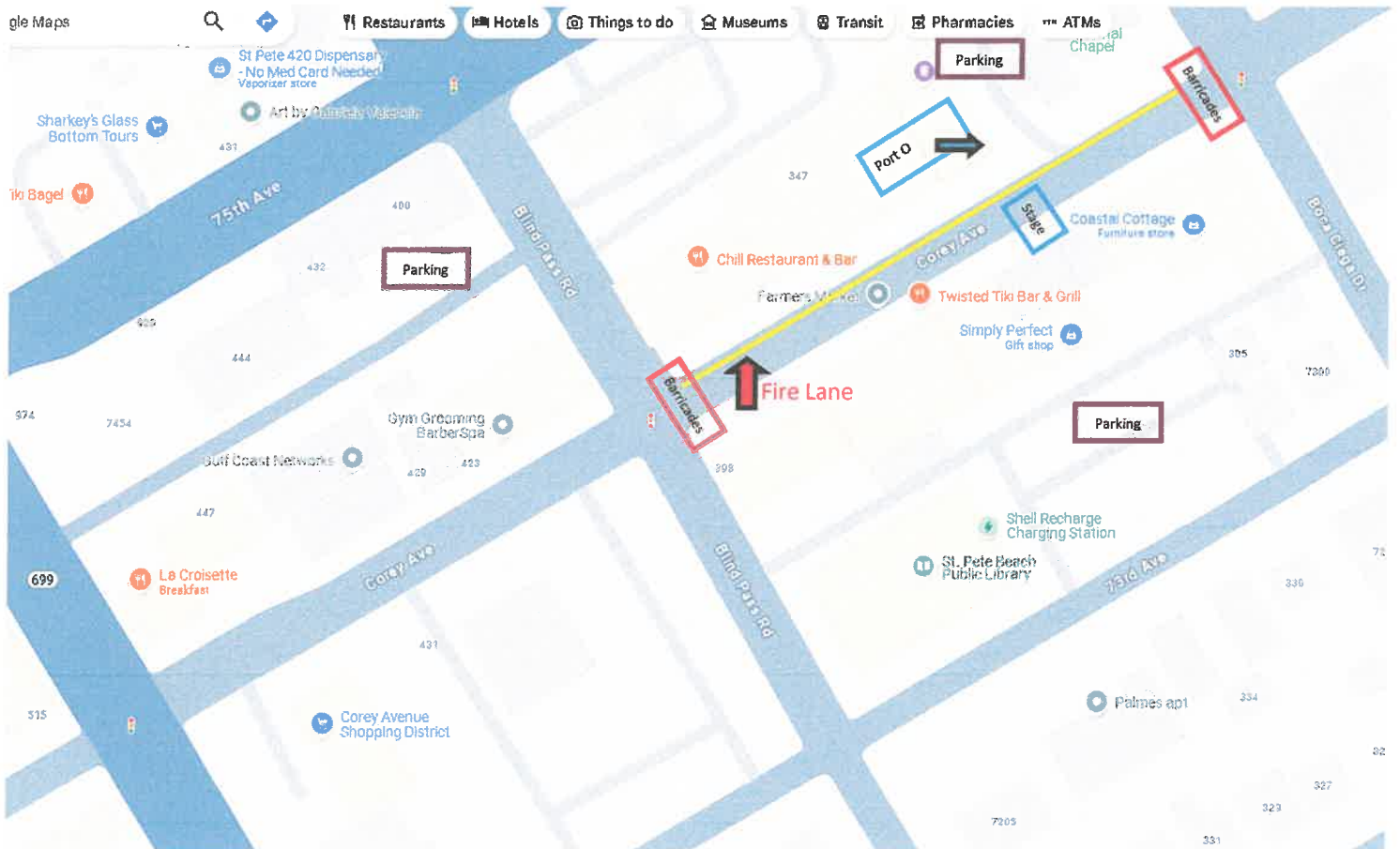
| Attendance | Type IA  | Type IB  | Type IIA | Type IIB   | Type III |
|------------|----------|----------|----------|------------|----------|
| Up to 249  | \$25.00  | \$50.00  | \$75.00  | \$100.00   | TBD      |
| 250-500    | \$50.00  | \$100.00 | \$250.00 | \$350.00   | TBD      |
| 501-999    | \$75.00  | \$150.00 | \$500.00 | \$650.00   | TBD      |
| 1000+      | \$100.00 | \$200.00 | \$750.00 | \$1,000.00 | TBD      |

## OTHER FEES

Temporary Structure, Outdoor Cooking and Beach Fire permits are \$25 per permit.

Vehicle on the Beach permits is \$15. Food Truck/Trailer permit is \$170 annually

Fire Department stand – by is \$125 per hour with a minimum of 3 hours (1 crew and vehicle)



**CITY OF ST. PETE BEACH**  
**HOLD HARMLESS AGREEMENT AND RELEASE**  
**FOR SPECIAL EVENT AND STREET CLOSURE PERMITS**

---

This is an Agreement (the "Agreement") entered into by and between the CITY OF ST. PETE BEACH (hereinafter "CITY") and Cory Noel Riz Assoc (hereinafter "Permit Holder"). The City and Permit Holder together shall be referred to as the "parties."

**WHEREAS**, Permit Holder desires to host Special Event or Street Closure activities as provided by the CITY; and

**WHEREAS**, Permit Holder desires to host said activities and acknowledges that it may be subject to risks; and

**WHEREAS**, Permit Holder is willing to host said activities and agrees to hold the CITY harmless.

**NOW, THEREFORE**, upon the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto agree to the following:

1. The foregoing recitals are true and correct and incorporated herein by reference.
2. To the extent permitted by law, Permit Holder agrees to indemnify, hold harmless and defend the CITY, its members, officers, employees, agents, and assigns from and against all losses, claims, damages, suits, actions, demands, or liability and expense, including reasonable attorney's fees and costs of litigation through all appellate proceedings in connection with any and all claims whatsoever including but not limited to; personal injuries, property damage, including loss of use, or equitable relief, including but not limited to injunctive relief or declaratory judgment relief caused by the negligent or deliberate act or omission of Permit Holder or anyone else for who Permit Holder's acts may be liable. Permit Holder's liability hereunder shall include all attorneys' fees and costs incurred by the CITY in the enforcement of this indemnification provision. This provision includes claims made by Permit Holder, patrons of the event, and any other entity or individual participating in the event against the CITY.
3. Permit Holder hereby releases and discharges the CITY, its members, officers, employees and agents (hereinafter, collectively "Releasees" and individually "Releasee") from, and waive with respect to each Releasee, and covenants not to sue any Releasee for any and all liabilities, damages and expenses, including but not limited to attorney's fees, of any nature whatsoever arising from participation in said activities.
4. Permit Holder acknowledges that they have had a full opportunity to review this Hold Harmless Agreement and Release, have read and understand this Release, and have the opportunity for this Hold Harmless Agreement and Release to be reviewed by their attorney if desired. Permit

Holder further acknowledges and represents that they, the undersigned, have full authority to execute this Hold Harmless Agreement and Release, and are bound by this Hold Harmless Agreement and Release.

5. Permit Holder freely and voluntarily assumes all risk of loss or injury arising from hosting said activities whether due to their negligence or the negligence or intentional acts of others.
6. Permit Holder agrees not to represent themselves as a CITY employee or CITY affiliate.
7. Both parties agree to comply with all federal, state, and other applicable laws. Nothing herein shall be construed as a waiver of sovereign immunity, or the limitations set forth in Section 768.28, Florida Statutes.
8. If any one or more of the provisions of this Hold Harmless Agreement and Release shall be held to be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby. The parties recognize that the Hold Harmless Agreement and Release has been the result of negotiations of both parties. This Hold Harmless Agreement and Release shall not be construed or interpreted in any way against any one party on the basis that party drafted this Hold Harmless Agreement and Release.
9. This Hold Harmless Agreement and Release and any extensions, amendments, or attachments related hereto are public records subject to Chapter 119, Florida Statutes.
10. This Agreement may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one in the same instrument.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the day and year set forth below.

**Permit Holder:**

**City of St. Pete Beach:**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Not For Profit Corporation  
COREY AREA BUSINESS ASSOCIATION, INC.

### Filing Information

|                 |            |
|-----------------|------------|
| Document Number | 744269     |
| FEI/EIN Number  | 65-0048420 |
| Date Filed      | 09/14/1978 |
| State           | FL         |
| Status          | ACTIVE     |

### Principal Address

363 Corey Avenue  
St. Pete Beach, FL 33706

Changed: 04/18/2024

### Mailing Address

PO Box 67393  
St. Pete Beach, FL 33706

Changed: 05/13/2024

### Registered Agent Name & Address

Hautmann, Ken, President  
363 Corey Avenue  
St. Pete Beach, FL 33706

Name Changed: 04/18/2024

Address Changed: 04/18/2024

### Officer/Director Detail

#### **Name & Address**

Title President

Hautmann, Ken  
363 Corey Avenue  
St. Pete Beach, FL 33706

Title VP

Simply Perfect , Roberta , Caan  
326 Corey Avenue  
St Pete Beach, FL 33706

Title Treasurer

Nowak , Elzbieta  
350 Corey Avenue  
St Pete Beach, FL 33706

Title Secretary

Williams, Robert  
336 Corey Avenue  
St Pete Beach, FL 33706

#### **Annual Reports**

| <b>Report Year</b> | <b>Filed Date</b> |
|--------------------|-------------------|
| 2023               | 06/13/2023        |
| 2024               | 04/18/2024        |
| 2024               | 05/13/2024        |

#### **Document Images**

|                                                            |                                          |
|------------------------------------------------------------|------------------------------------------|
| <a href="#"><u>05/13/2024 -- AMENDED ANNUAL REPORT</u></a> | <a href="#">View image in PDF format</a> |
| <a href="#"><u>04/18/2024 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>06/14/2023 -- AMENDED ANNUAL REPORT</u></a> | <a href="#">View image in PDF format</a> |
| <a href="#"><u>06/13/2023 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>04/29/2022 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>04/12/2021 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>06/16/2020 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>04/22/2019 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>01/22/2018 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>04/10/2017 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>03/23/2016 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>04/06/2015 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>04/10/2014 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>04/16/2013 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>03/13/2012 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>02/16/2011 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>02/16/2010 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>04/01/2009 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>08/07/2008 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>05/04/2007 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>05/17/2006 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>01/13/2005 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |
| <a href="#"><u>02/11/2004 -- ANNUAL REPORT</u></a>         | <a href="#">View image in PDF format</a> |





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/10/2024

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 have ADDITIONAL INSURED provisions or 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).

PRODUCER  
WWW Insurance, LLC  
300 First Avenue South  
Fifth Floor  
St. Petersburg FL 33701

CONTACT NAME: Certificates

PHONE (A/C, No, Ext): 727-522-7777

FAX (A/C, No): 727-521-2902

E-MAIL ADDRESS: certificates@w3ins.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Auto-Owners Insurance Company

18988

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED  
Corey Area Business Association Inc  
P O Box 67393  
St Pete Beach FL 33736

COREARE-01

**COVERAGES**

CERTIFICATE NUMBER: 1451844015

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                         | ADDL INSD                    | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                               |
|----------|-----------------------------------------------------------------------------------------------------------|------------------------------|----------|---------------|-------------------------|-------------------------|----------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY                                          | Y                            |          | 20441246      | 7/7/2024                | 7/7/2025                | EACH OCCURRENCE \$ 1,000,000                                         |
|          | <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR                            |                              |          |               |                         |                         | DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000                  |
|          |                                                                                                           |                              |          |               |                         |                         | MED EXP (Any one person) \$ 5,000                                    |
|          |                                                                                                           |                              |          |               |                         |                         | PERSONAL & ADV INJURY \$ 1,000,000                                   |
|          | GEN'L AGGREGATE LIMIT APPLIES PER:                                                                        |                              |          |               |                         |                         | GENERAL AGGREGATE \$ 2,000,000                                       |
|          | <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC |                              |          |               |                         |                         | PRODUCTS - COMP/OP AGG \$ 2,000,000                                  |
|          | OTHER:                                                                                                    |                              |          |               |                         |                         | \$                                                                   |
|          | <b>AUTOMOBILE LIABILITY</b>                                                                               |                              |          |               |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$                               |
|          | <input type="checkbox"/> ANY AUTO                                                                         |                              |          |               |                         |                         | BODILY INJURY (Per person) \$                                        |
|          | <input type="checkbox"/> OWNED AUTOS ONLY                                                                 |                              |          |               |                         |                         | BODILY INJURY (Per accident) \$                                      |
|          | <input type="checkbox"/> HIRED AUTOS ONLY                                                                 |                              |          |               |                         |                         | PROPERTY DAMAGE (Per accident) \$                                    |
|          | <input type="checkbox"/> SCHEDULED AUTOS                                                                  |                              |          |               |                         |                         | \$                                                                   |
|          | <input type="checkbox"/> NON-OWNED AUTOS ONLY                                                             |                              |          |               |                         |                         |                                                                      |
|          | <b>UMBRELLA LIAB</b>                                                                                      |                              |          |               |                         |                         | EACH OCCURRENCE \$                                                   |
|          | <input type="checkbox"/> OCCUR                                                                            |                              |          |               |                         |                         | AGGREGATE \$                                                         |
|          | <b>EXCESS LIAB</b>                                                                                        |                              |          |               |                         |                         | \$                                                                   |
|          | <input type="checkbox"/> CLAIMS-MADE                                                                      |                              |          |               |                         |                         | \$                                                                   |
|          | DED <input type="checkbox"/> RETENTION \$                                                                 |                              |          |               |                         |                         | \$                                                                   |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>                                                      |                              |          |               |                         |                         | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> |
|          | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)                               | Y/N                          |          |               |                         |                         | E.L. EACH ACCIDENT \$                                                |
|          | If yes, describe under DESCRIPTION OF OPERATIONS below                                                    | <input type="checkbox"/> N/A |          |               |                         |                         | E.L. DISEASE - EA EMPLOYEE \$                                        |
|          |                                                                                                           |                              |          |               |                         |                         | E.L. DISEASE - POLICY LIMIT \$                                       |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of St. Pete Beach is additional insured with respect to the General Liability if required by written contract, subject to terms, conditions, and exclusions of the policy.

**CERTIFICATE HOLDER****CANCELLATION**

City of St. Pete Beach  
155 Corey Avenue  
St. Pete Beach FL 33706

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**City of St Pete Beach**  
**Application for City Co-sponsorship October 1, 2025 – September 30, 2026**  
(See instructions on page 3)

**GENERAL EVENT INFORMATION**

DATE OF APPLICATION: February 28<sup>th</sup>, 2025

NAME OF EVENT: Halloween Trunk or Treat and Halloween Party

LOCATION: Corey Avenue Between Blind Pass and Boca Ciega Drive

DATE(S): October 31, 2025

HOURS: 4pm to 10pm EXPECTED ATTENDANCE 500

PURPOSE (Why is the event being produced?):  
To celebrate Halloween for kids and adults

**A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.**

**APPLICANT (The organization promoting or sponsoring the event.)**

NAME OF ORGANIZATION: Corey Area Business Association

TYPE OF ORGANIZATION: \_\_\_\_\_ Profit ☒ Non-Profit

ADDRESS: 357 Corey Avenue

CITY: St. Pete Beach STATE: FL ZIP: 33706

AUTHORIZED PERSON IN CHARGE: Ken Hautmann

PHONE #: 727-698-6014 EMAIL: ken@chillstpetebeach.com

**CITY PARTICIPATION REQUESTED (Please include additional sheets as necessary to clarify your request)**

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones
- ✓ Trash bins
- ✓ Assistance in digging a hole for a beach fire on public beaches

Please indicate your request of sponsorship from the City of St Pete Beach below

☒ Off Duty Pinellas County Sheriff Officers for the event

|                      |                      |                           |  |
|----------------------|----------------------|---------------------------|--|
| For office use only: |                      |                           |  |
| Total event hours    | Expected attendance: | Number of officers needed |  |
| Estimated Cost \$    |                      |                           |  |

☒ EMS during the event

|                      |                      |                               |  |
|----------------------|----------------------|-------------------------------|--|
| For office use only: |                      |                               |  |
| Total event hours    | Expected attendance: | Number of Rescue units needed |  |
| Estimated Cost \$    |                      |                               |  |

☐ Public Services staff for the event

|                      |                      |                        |  |
|----------------------|----------------------|------------------------|--|
| For office use only: |                      |                        |  |
| Total event hours    | Expected attendance: | Number of staff needed |  |
| Estimated Cost \$    |                      |                        |  |

☒ Barricades

Number requested 8

☐ Orange Cones

Number requested \_\_\_\_\_

☒ Trash Bins

Number Requested 10

☐ Assistance in digging a hole for beach fire on public beaches

Please attach any other pertinent information to this application that will help substantiate your need for City co-sponsorship.  
(See instructions and timeline on next page)



## City of St. Pete Beach Event Application

### Applicant

Name of Applicant: Ken Hautmann Title (if applicable): President

Name of Organization (if applicable): Corey Avenue Business Associatin (CABA)

Tax Exempt? ☒ Yes ☐ No Non-Profit? ☒ Yes ☐ NO *If yes on either, please provide documentation*

Mailing Address: 363 Corey Avenue, St. Pete Beach, FL 33706

Cell Phone: 727-698-6014 Email: ken@chillstpetebeach.com

### Event Information

Event Title: Halloween Trunk or Treat and Party Event/Organization Web Address: coreyave.com

Event Location(s): Corey Avenue between Boca Ciega Drive and Blind Pass

*If location is private property, a letter giving permission for the event to take place on the property must be included with the application.*

### Event Date(s) & Time(s)

| Date                        | Day of the Week             | Start Time                  | End Time                    |
|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>October 31st 2025</u>    | <u>Friday</u>               | <u>4:00 PM</u>              | <u>10:00 PM</u>             |
| <u>                    </u> | <u>                    </u> | <u>                    </u> | <u>                    </u> |
| <u>                    </u> | <u>                    </u> | <u>                    </u> | <u>                    </u> |

Set Up Date(s): Friday October 31st 2025 Time(s) 4:00PM to 10:00 PM

Cleanup Date(s): Friday October 31st 2025 Time(s) 10:00 PM to 12:00 AM

Description of Event: Trunk or Treat for kids followed by a concert and Halloween Party at night

Will this be an Annual Event? ☒ Yes ☐ No If yes, next year's date(s): Friday Ocotober 30th 2026

## • Event Logistics

Estimated Attendance

750

750

(includes event crew, participants, and spectators)

This Year

Last Year (if Applicable)

*Under City Ordinance Section 26-33 any special event which consists of 250 or more persons or the event is a sports related may require standby Emergency Medical Services (EMS) personnel, vehicle(s) and equipment. See Page 10 of the Event Guide for more on EMS service requirements.*

The EMS and fire vehicle fees are listed below:

|                                                                                  |         |
|----------------------------------------------------------------------------------|---------|
| Fees for off-duty fire department personnel special detail (minimum of 3 hours): | \$50.00 |
| Special event fire vehicle per hour per vehicle (minimum of 3 hours):            | \$25.00 |

List all event activities: \_\_\_\_\_  
\_\_\_\_\_

Electricity Needed ☒ Yes ☐ No Source: City electric boxes on Corey Avenue

Will portable restrooms be used? ☒ Yes ☐ No If yes (include on site plan): One ADA compliant toilet for every 10 per location

Will Dumpsters be used? ☐ Yes ☒ No If yes (include on site plan)  
How Many? \_\_\_\_\_ Size: \_\_\_\_\_ Installation Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

Entertainment (Detail type, bands, DJs, dancers, clowns, etc) Live Entertainment On Stage. See Attached

Parking Plan (please be detailed and include on site map): See Attached. Ride Sharing will be encouraged

## Food and Beverage:

Will alcohol be served or sold? ☒ Served ☐ Sold ☐ No Alcohol

Will there be food trucks? ☐ Yes ☒ No

*All food trucks must be registered with the city.*

If yes, please list the truck/trailer vendors

1. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
2. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
3. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
4. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_

*If you need additional space to list more food trucks please attached an additional sheet listing name of truck and the permit number.*

Other Food Vendors that are not a truck or trailer

\_\_\_\_\_  
\_\_\_\_\_

List all other vendors (art, crafts, clothes, etc) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Event Equipment – All equipment below other than a 10x10 tent requires a temporary structure permit. Please include the temporary structure permit for each piece of equipment listed below with the event application.**

**Tents:** *Please list number of tents and size of each and include location on the site plan.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Stage/Platforms:** Please list dimensions, scaffolding, etc and include location on the site plan.

16 foot Trailer stage

\_\_\_\_\_  
\_\_\_\_\_

All temporary structures that cover an area greater than 120 sq. ft. including connecting spaces with a common area means of egress or entrance that are used for the gathering together of 10 or more persons shall not be erected, operated, or maintained for any purpose without obtaining a permit from the Building Official. The application should include a site plan indicating the location of the structure and information delineating the means of egress and the occupant load. FBC 3103. The Building Official gives permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. All temporary power must comply with FFPA 70 NEC Article 590.

#### Vehicle on the Beach Permits

Do you need to have a vehicle on the beach for your event?

☐

Yes

☒

No

*If Yes, please include a vehicle on the beach permit application with the event application*

#### Street Closures

Does Event require any Road or Sidewalk Closures?

☒

Yes

☐

No

*If yes, you must include all the details in the site plan including streets and times*

| Road         | Start Intersection | End Intersection | Date              | Times       |
|--------------|--------------------|------------------|-------------------|-------------|
| Corey Avenue | Blind Pass         | Boca Ciega Blvd  | October 31st 2025 | 4PM to 12am |
| _____        | _____              | _____            | _____             | _____       |
| _____        | _____              | _____            | _____             | _____       |

**Signage/Banners –** Please list number, size and placement of each banner that you plan to use to promote the event. If requesting to hang a banner over 75<sup>th</sup> Ave, a FDOT permit is required and request must be made at least 90 days before the event.

\_\_\_\_\_  
\_\_\_\_\_

**City Equipment –** Please indicate the number needed for your event, if none, please put a zero (0).

8 \_\_\_\_\_ Barricades

\_\_\_\_\_ Cones

20 \_\_\_\_\_ Trash Bins

As the Applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors, or parties affiliated with the event and to insure compliance with the special event guide, the event rules guidelines, requirements for tents and all policies, rules, regulations, and code provisions of the City of St. Pete Beach. I understand that any violations may result in immediate cancellation and revocation of the Event permits. I further certify that all the facts contained in this request are accurate.

No advertising for the event shall occur until this Special Event permit has been approved by City staff and Commission.

If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site conditions or code violation as identified by City Staff will result in revocation of the permit and/or code enforcement fines.

For events on Public property, I agree to obtain and furnish the City of St. Pete Beach with a certificate of general liability insurance in the amount of at least one million dollars (\$1,000,000) or greater as deemed satisfactory by the city. The insurance must name the City of St. Pete Beach as an additional insured.

I understand incomplete application or any outstanding financial obligations with any department with in the City of St. Pete Beach may result in a denial of my request.

Ken Hautmann

Print Name

CABA

Corporation Name (if applicable)

Signature

February 28th 2025

Date

## EVENT APPLICATION FEES

Up Type IA events: St Pete Beach Resident/Business that does not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IB events: Non-Resident/Business that does require not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IIA events: St Pete Beach Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type IIB events: Non-Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type III Events: include any event which cannot be reviewed under subparagraphs (a) or (b) of this section.

| Attendance | Type IA  | Type IB  | Type IIA | Type IIB   | Type III |
|------------|----------|----------|----------|------------|----------|
| Up to 249  | \$25.00  | \$50.00  | \$75.00  | \$100.00   | TBD      |
| 250-500    | \$50.00  | \$100.00 | \$250.00 | \$350.00   | TBD      |
| 501-999    | \$75.00  | \$150.00 | \$500.00 | \$650.00   | TBD      |
| 1000+      | \$100.00 | \$200.00 | \$750.00 | \$1,000.00 | TBD      |

## OTHER FEES

Temporary Structure, Outdoor Cooking and Beach Fire permits are \$25 per permit.

Vehicle on the Beach permits is \$15. Food Truck/Trailer permit is \$170 annually

Fire Department stand – by is \$125 per hour with a minimum of 3 hours (1 crew and vehicle)

# City of St. Pete Beach Event Application Checklist

## **Please Include:**

- ☐ Site Plan: Maximum Size of 8.5" x 11" including the following information
  - ☐ Location of food vendor area (s)
  - ☐ Tent locations and sizes
  - ☐ Location of food truck/trailers
  - ☐ Location of stage
  - ☐ Fuel storage/dispensing areas
  - ☐ Emergency access routes for LEO and Fire
  - ☐ Location of vending booths
  - ☐ Location of fire extinguishers & other life safety equipment
  - ☐ Description of sound amplification facilities or equipment
  - ☐ Location of alcoholic beverage consumption areas and vending
  - ☐ Location of Generators
  - ☐ Identify any fences/gates around the event
  - ☐ Table, chair and equipment layout
  - ☐ Location of portable restrooms
  - ☐ Location of designated protest area (if applicable)
- ☐ Traffic & Parking Plan and Map that includes: vendor parking, handicap parking, shuttle routes and times, shuttle drop off/pick up, and ride share drop off and pick up.
- ☐ Safety Plan that includes vendor load in and out times
- ☐ Certificate of Insurance
- ☐ Copy of Impact Letter if closing streets for an event
- ☐ Written authorization from all private properties that are included in the event plan
- ☐ Outdoor Cooking Permit Application (if applicable)
- ☐ Temporary Structure Permit Application (if applicable)
- ☐ Building Permit Application (if applicable for stages)
- ☐ Vehicle on the Beach Permit Application (if applicable)
- ☐ Beach Fire Permit Application (if applicable)
- ☐ Tax Exempt Documentation (if applicable)
- ☐ Non-Profit Documentation (if applicable)

## **Please send completed application to:**

**City of St. Pete Beach**

**Jennifer McMahon, Recreation Director**

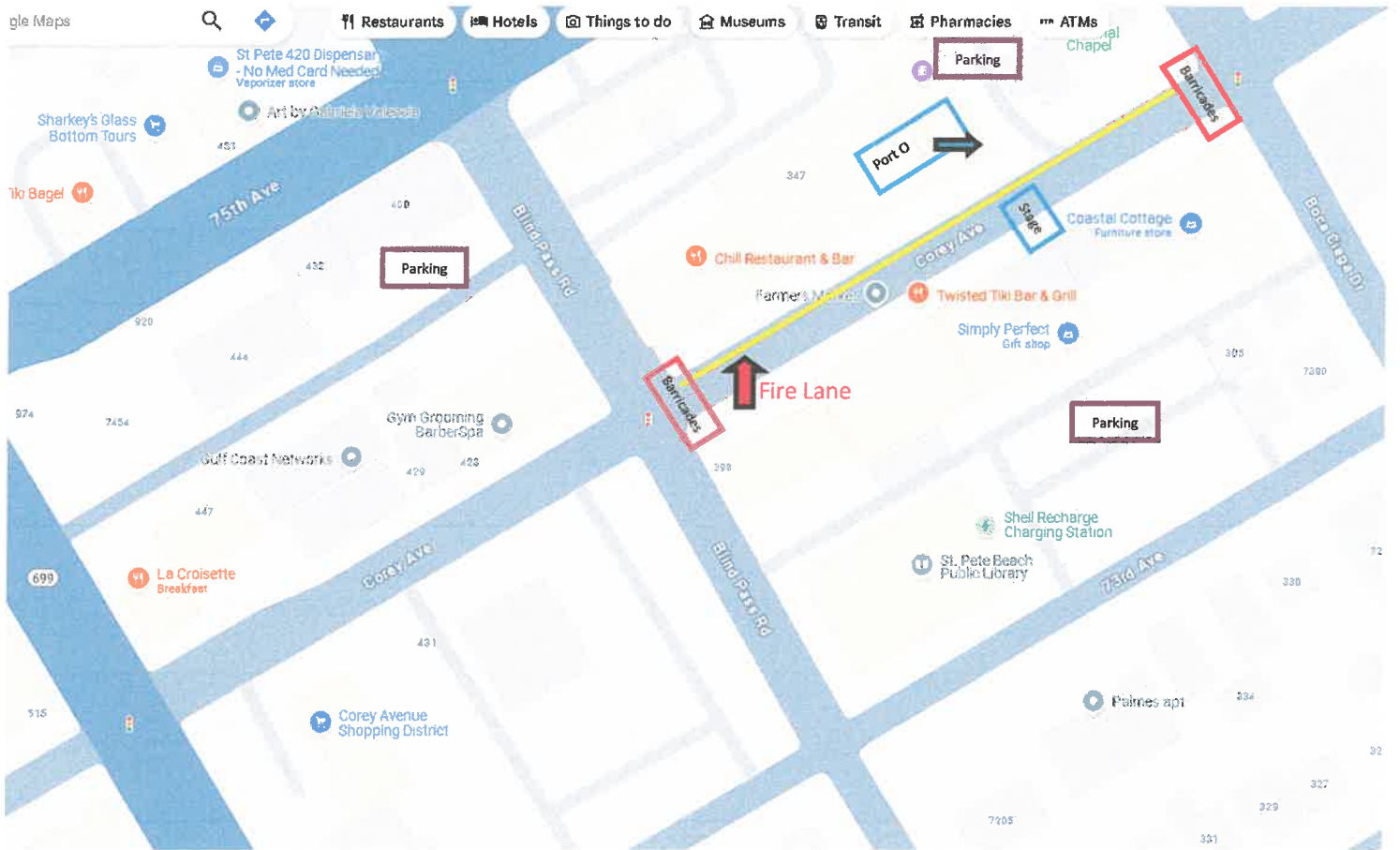
**155 Corey Ave**

**St. Pete Beach, FL 33706**

Or email to: [Rddirector@stpetebeach.org](mailto:Rddirector@stpetebeach.org)

727-363-9274 or fax at 727-363-9246





**CITY OF ST. PETE BEACH**  
**HOLD HARMLESS AGREEMENT AND RELEASE**  
**FOR SPECIAL EVENT AND STREET CLOSURE PERMITS**

---

This is an Agreement (the "Agreement") entered into by and between the CITY OF ST. PETE BEACH (hereinafter "CITY") and Cory Lee Ritz Assoc. (hereinafter "Permit Holder"). The City and Permit Holder together shall be referred to as the "parties."

**WHEREAS**, Permit Holder desires to host Special Event or Street Closure activities as provided by the CITY; and

**WHEREAS**, Permit Holder desires to host said activities and acknowledges that it may be subject to risks; and

**WHEREAS**, Permit Holder is willing to host said activities and agrees to hold the CITY harmless.

**NOW, THEREFORE**, upon the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto agree to the following:

1. The foregoing recitals are true and correct and incorporated herein by reference.
2. To the extent permitted by law, Permit Holder agrees to indemnify, hold harmless and defend the CITY, its members, officers, employees, agents, and assigns from and against all losses, claims, damages, suits, actions, demands, or liability and expense, including reasonable attorney's fees and costs of litigation through all appellate proceedings in connection with any and all claims whatsoever including but not limited to; personal injuries, property damage, including loss of use, or equitable relief, including but not limited to injunctive relief or declaratory judgment relief caused by the negligent or deliberate act or omission of Permit Holder or anyone else for who Permit Holder's acts may be liable. Permit Holder's liability hereunder shall include all attorneys' fees and costs incurred by the CITY in the enforcement of this indemnification provision. This provision includes claims made by Permit Holder, patrons of the event, and any other entity or individual participating in the event against the CITY.
3. Permit Holder hereby releases and discharges the CITY, its members, officers, employees and agents (hereinafter, collectively "Releasees" and individually "Releasee") from, and waive with respect to each Releasee, and covenants not to sue any Releasee for any and all liabilities, damages and expenses, including but not limited to attorney's fees, of any nature whatsoever arising from participation in said activities.
4. Permit Holder acknowledges that they have had a full opportunity to review this Hold Harmless Agreement and Release, have read and understand this Release, and have the opportunity for this Hold Harmless Agreement and Release to be reviewed by their attorney if desired. Permit

Holder further acknowledges and represents that they, the undersigned, have full authority to execute this Hold Harmless Agreement and Release, and are bound by this Hold Harmless Agreement and Release.

5. Permit Holder freely and voluntarily assumes all risk of loss or injury arising from hosting said activities whether due to their negligence or the negligence or intentional acts of others.

6. Permit Holder agrees not to represent themselves as a CITY employee or CITY affiliate.

7. Both parties agree to comply with all federal, state, and other applicable laws. Nothing herein shall be construed as a waiver of sovereign immunity, or the limitations set forth in Section 768.28, Florida Statutes.

8. If any one or more of the provisions of this Hold Harmless Agreement and Release shall be held to be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby. The parties recognize that the Hold Harmless Agreement and Release has been the result of negotiations of both parties. This Hold Harmless Agreement and Release shall not be construed or interpreted in any way against any one party on the basis that party drafted this Hold Harmless Agreement and Release.

9. This Hold Harmless Agreement and Release and any extensions, amendments, or attachments related hereto are public records subject to Chapter 119, Florida Statutes.

10. This Agreement may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one in the same instrument.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the day and year set forth below.

**Permit Holder**

**City of St. Pete Beach:**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Not For Profit Corporation

COREY AREA BUSINESS ASSOCIATION, INC.

### Filing Information

**Document Number** 744269  
**FEI/EIN Number** 65-0048420  
**Date Filed** 09/14/1978  
**State** FL  
**Status** ACTIVE

### Principal Address

363 Corey Avenue  
St. Pete Beach, FL 33706

Changed: 04/18/2024

### Mailing Address

PO Box 67393  
St. Pete Beach, FL 33706

Changed: 05/13/2024

### Registered Agent Name & Address

Hautmann, Ken, President  
363 Corey Avenue  
St. Pete Beach, FL 33706

Name Changed: 04/18/2024

Address Changed: 04/18/2024

### Officer/Director Detail

#### **Name & Address**

Title President

Hautmann, Ken  
363 Corey Avenue  
St. Pete Beach, FL 33706

Title VP

Simply Perfect , Roberta , Caan  
326 Corey Avenue  
St Pete Beach, FL 33706

Title Treasurer

Nowak , Elzbieta  
350 Corey Avenue  
St Pete Beach, FL 33706

Title Secretary

Williams, Robert  
336 Corey Avenue  
St Pete Beach, FL 33706

#### Annual Reports

| Report Year | Filed Date |
|-------------|------------|
| 2023        | 06/13/2023 |
| 2024        | 04/18/2024 |
| 2024        | 05/13/2024 |

#### Document Images

|                                                     |                                          |
|-----------------------------------------------------|------------------------------------------|
| <a href="#">05/13/2024 -- AMENDED ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/18/2024 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/14/2023 -- AMENDED ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">06/13/2023 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/29/2022 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/12/2021 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/16/2020 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/22/2019 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/22/2018 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2017 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/23/2016 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/06/2015 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/10/2014 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/16/2013 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">03/13/2012 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2011 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/16/2010 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">04/01/2009 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">06/07/2008 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/04/2007 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">05/17/2006 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">01/13/2005 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |
| <a href="#">02/11/2004 -- ANNUAL REPORT</a>         | <a href="#">View image in PDF format</a> |



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/10/2024

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 have **ADDITIONAL INSURED** provisions or 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).

|                                                                                                           |                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PRODUCER</b><br>WWW Insurance, LLC<br>300 First Avenue South<br>Fifth Floor<br>St. Petersburg FL 33701 | <b>CONTACT NAME:</b> Certificates<br><b>PHONE (A/C, No, Ext):</b> 727-522-7777<br><b>E-MAIL ADDRESS:</b> certificates@w3ins.com<br><b>FAX (A/C, No):</b> 727-521-2902 |
| <b>INSURED</b><br>Corey Area Business Association Inc<br>P O Box 67393<br>St Pete Beach FL 33736          | <b>INSURER(S) AFFORDING COVERAGE</b><br>INSURER A: Auto-Owners Insurance Company<br>INSURER B:<br>INSURER C:<br>INSURER D:<br>INSURER E:<br>INSURER F:                |
| <b>COREARE-01</b>                                                                                         | <b>NAIC #</b><br>18988                                                                                                                                                |

**COVERAGES****CERTIFICATE NUMBER:** 1451844015**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                          | ADDL SUBR<br>NSD WVD | POLICY NUMBER | POLICY EFF<br>(MM/DD/YYYY) | POLICY EXP<br>(MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                        |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|----------------------------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: | Y                    | 20441246      | 7/7/2024                   | 7/7/2025                   | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000<br>\$ |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                          |                      |               |                            |                            | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                                         |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br>DED <input type="checkbox"/> RETENTION \$                                                                                                                                                                |                      |               |                            |                            | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$                                                                                                                                                                                                      |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N<br>(Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                          | N/A                  |               |                            |                            | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                                                                              |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of St. Pete Beach is additional insured with respect to the General Liability if required by written contract, subject to terms, conditions, and exclusions of the policy.

**CERTIFICATE HOLDER****CANCELLATION**

City of St. Pete Beach  
155 Corey Avenue  
St. Pete Beach FL 33706

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**City of St Pete Beach**  
**Application for City Co-sponsorship October 1, 2025 – September 30, 2026**  
(See instructions on page 3)

**GENERAL EVENT INFORMATION**

DATE OF APPLICATION: 3/13/25

NAME OF EVENT: PaG Community Association holiday bonfire

LOCATION: Gulf Way and 16<sup>th</sup> ave

DATE(S): Wednesday Dec 10, 2025 with rain date of Thursday Dec 11, 2025

HOURS: 6 to 9pm EXPECTED ATTENDANCE 375

PURPOSE (Why is the event being produced?):  
Annual community holiday event

**A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.**

**APPLICANT (The organization promoting or sponsoring the event.)**

NAME OF ORGANIZATION: PaG Community Association

TYPE OF ORGANIZATION: \_\_\_\_\_ Profit \_\_\_\_\_ ☒ Non-Profit

ADDRESS: 1500 PaG Way

CITY: St Pete Beach STATE: FL ZIP: 33706

AUTHORIZED PERSON IN CHARGE: Cheryl Engels

PHONE #: 401-864-4495 EMAIL: coastalstateofmind23@gmail.com

**CITY PARTICIPATION REQUESTED (Please include additional sheets as necessary to clarify your request)**

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones
- ✓ Trash bins
- ✓ Assistance in digging a hole for a beach fire on public beaches
- ✓

**Please indicate your request of sponsorship from the City of St Pete Beach below**

     Off Duty Pinellas County Sheriff Officers for the event

For office use only:

Total event hours            Expected attendance:            Number of officers needed           

Estimated Cost \$           

     EMS during the event

For office use only:

Total event hours            Expected attendance:            Number of Rescue units needed           

Estimated Cost \$           

XX Public Services staff for the event

For office use only:

Total event hours            Expected attendance:            Number of staff needed           

Estimated Cost \$           

X Barricades

Number requested 6

X Orange Cones

Number requested 20

X Trash Bins

Number Requested 6

X Assistance in digging a hole for beach fire on public beaches

**Please attach any other pertinent information to this application that will help substantiate your need for City co-sponsorship.**

**(See instructions and timeline on next page)**



# Co-Sponsorship Application Instructions and Time- Line

## Application TimeLine:

1. Applications for event co-sponsorship which require financial support either in cash or in-kind services:
  - a) The Parks and Recreation Advisory Board shall review all applications in May and recommend a level of support for each applicant to the City Commission at budget workshops in July of 2025.
  - b) Co-sponsorship for non-profits and/or St Pete Beach Schools are preferred for sponsorship.
  - c) The City Commission shall approve their desired level of support for each applicant and direct all departments involved to budget the necessary support for the following fiscal year.
  - d) The City budget is developed between March and August with final Commission approval in September.

### Time- Line for October 2025 – September 2026 Co-Sponsored Event Approval:

|                                                              |                |
|--------------------------------------------------------------|----------------|
| Receive Applications                                         | March 15, 2025 |
| Advisory Board Review                                        | May 2025       |
| Review from commission during budget meetings                | July 2025      |
| Final Approval of approved FY26 budget at commission meeting | September 2025 |

2. Co-sponsorship is approved at a specific level on a year-to-year basis. Applicants must reapply annually.
3. If the co-sponsorship application is denied, the City of St Pete Beach assumes no liability for expenses incurred by applicant.

### Application merit considerations: Applicant must convince the City of all or most of the following:

1. Applicant has the experience, resources and capability to successfully conduct this event (other than the support requested from the City).
2. The event provides positive economic impacts or benefits to the City of St Pete Beach and its citizens.
3. The event should be reasonably compatible with the surrounding area it takes place in.
4. The event shows innovation, creativity, and uniqueness from other events.
5. There are no other similar events conflicting or competing for venue, participants, or spectators within a reasonable time frame.
6. The promoter has an effective plan to advertise, market, or otherwise promote the event, and will acknowledge the City of St Pete Beach as a co-sponsor in all advertisements.
7. There are no unresolved legal issues with the proposed conduct of this event.
8. The event is not politically motivated or sensitive.

Please call 727-363-9246 with questions, or email questions to Mandy Edmunds [aedmunds@stpetebeach.org](mailto:aedmunds@stpetebeach.org)





## City of St. Pete Beach Event Application

### Applicant

Name of Applicant: Cheryl Engels Title (if applicable): President

Name of Organization (if applicable): Pass-a-Grille Community Association

Tax Exempt? ☒ Yes ☐ No Non-Profit? ☒ Yes ☐ NO *If yes on either, please provide documentation*

Mailing Address: 1500 PaG Way, St Pete Beach

Cell Phone: 401-864-4495 Email: coastalstateofmind23@gmail.com

### Event Information

Event Title: PAGCA Holiday Beach Bonfire Event/Organization Web Address: pagcainfo.com

Event Location(s): Gulf Way and 16th Ave

*If location is private property, a letter giving permission for the event to take place on the property must be included with the application.*

#### Event Date(s) & Time(s)

| Date            | Day of the Week              | Start Time | End Time   |
|-----------------|------------------------------|------------|------------|
| <u>12/10/25</u> | <u>Wednesday</u>             | <u>6pm</u> | <u>9pm</u> |
| <u></u>         | <u>Rain Date is Thursday</u> | <u></u>    | <u></u>    |
| <u></u>         | <u></u>                      | <u></u>    | <u></u>    |

Set Up Date(s): 12/10/25 Time(s) noon to 5pm

Cleanup Date(s): 12/10/25 Time(s) 9pm to 10pm

Description of Event: Annual community holiday bonfire

Will this be an Annual Event? ☒ Yes ☐ No If yes, next year's date(s): 12/9/26

## Event Logistics

Estimated Attendance

375

400

(includes event crew, participants, and spectators)

This Year

Last Year (if Applicable)

*Under City Ordinance Section 26-33 any special event which consists of 250 or more persons or the event is a sports related may require standby Emergency Medical Services (EMS) personnel, vehicle(s) and equipment. See Page 10 of the Event Guide for more on EMS service requirements.*

The EMS and fire vehicle fees are listed below:

|                                                                                  |         |
|----------------------------------------------------------------------------------|---------|
| Fees for off-duty fire department personnel special detail (minimum of 3 hours): | \$50.00 |
| Special event fire vehicle per hour per vehicle (minimum of 3 hours):            | \$25.00 |

List all event activities: \_\_\_\_\_  
\_\_\_\_\_

Electricity Needed ☒ Yes ☐ No Source: hurley park

Will portable restrooms be used? ☐ Yes ☒ No If yes (include on site plan): One ADA compliant toilet for every 10 per location

Will Dumpsters be used? ☐ Yes ☒ No If yes (include on site plan)  
How Many? \_\_\_\_\_ Size: \_\_\_\_\_ Installation Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

Entertainment (Detail type, bands, DJs, dancers, clowns, etc) We may have 1-2 people singing Christmas songs

Otherwise we will play holiday music through our phones

Parking Plan (please be detailed and include on site map): patrons will park in metered spots

## Food and Beverage:

Will alcohol be served or sold? ☐ Served ☐ Sold ☒ No Alcohol

Will there be food trucks? ☐ Yes ☒ No

*All food trucks must be registered with the city.*

If yes, please list the truck/trailer vendors

1. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
2. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
3. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_
4. \_\_\_\_\_ St Pete Beach Food Truck Permit # \_\_\_\_\_

*If you need additional space to list more food trucks please attached an additional sheet listing name of truck and the permit number.*

Other Food Vendors that are not a truck or trailer

\_\_\_\_\_  
\_\_\_\_\_

List all other vendors (art, crafts, clothes, etc) none

**Event Equipment – All equipment below other than a 10x10 tent requires a temporary structure permit. Please include the temporary structure permit for each piece of equipment listed below with the event application.**

Tents: *Please list number of tents and size of each and include location on the site plan.*  
n/a

Stage/Platforms: Please list dimensions, scaffolding, etc and include location on the site plan.  
n/a

All temporary structures that cover an area greater than 120 sq. ft. including connecting spaces with a common area means of egress or entrance that are used for the gathering together of 10 or more persons shall not be erected, operated, or maintained for any purpose without obtaining a permit from the Building Official. The application should include a site plan indicating the location of the structure and information delineating the means of egress and the occupant load. FBC 3103. The Building Official gives permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. All temporary power must comply with FFPA 70 NEC Article 590.

**Vehicle on the Beach Permits**

Do you need to have a vehicle on the beach for your event? ☐ Yes ☒ No  
*If Yes, please include a vehicle on the beach permit application with the event application*

**Street Closures**

Does Event require any Road or Sidewalk Closures? ☐ Yes ☒ No  
*If yes, you must include all the details in the site plan including streets and times*

| Road | Start Intersection | End Intersection | Date | Times |
|------|--------------------|------------------|------|-------|
|      |                    |                  |      |       |
|      |                    |                  |      |       |
|      |                    |                  |      |       |

**Signage/Banners – Please list number, size and placement of each banner that you plan to use to promote the event.**

n/a

**City Equipment – Please indicate the number needed for your event, if none, please put a zero (0).**

6 Barricades  
20 Cones  
6 Trash Bins

As the Applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors, or parties affiliated with the event and to insure compliance with the special event guide, the event rules guidelines, requirements for tents and all policies, rules, regulations, and code provisions of the City of St. Pete Beach. I understand that any violations may result in immediate cancellation and revocation of the Event permits. I further certify that all the facts contained in this request are accurate.

No advertising for the event shall occur until this Special Event permit has been approved by City staff and Commission.

If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site conditions or code violation as identified by City Staff will result in revocation of the permit and/or code enforcement fines.

For events on Public property, I agree to obtain and furnish the City of St. Pete Beach with a certificate of general liability insurance in the amount of at least one million dollars (\$1,000,000) or greater as deemed satisfactory by the city. The insurance must name the City of St. Pete Beach as an additional insured.

I understand incomplete application or any outstanding financial obligations with any department with in the City of St. Pete Beach may result in a denial of my request.

Cheryl Engels.

Print Name



Signature

3/13/25

Corporation Name (if applicable)

Date

## EVENT APPLICATION FEES

Up Type IA events: St Pete Beach Resident/Business that does not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IB events: Non-Resident/Business that does require not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IIA events: St Pete Beach Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type IIB events: Non-Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type III Events: include any event which cannot be reviewed under subparagraphs (a) or (b) of this section.

| Attendance | Type IA  | Type IB  | Type IIA | Type IIB   | Type III |
|------------|----------|----------|----------|------------|----------|
| Up to 249  | \$25.00  | \$50.00  | \$75.00  | \$100.00   | TBD      |
| 250-500    | \$50.00  | \$100.00 | \$250.00 | \$350.00   | TBD      |
| 501-999    | \$75.00  | \$150.00 | \$500.00 | \$650.00   | TBD      |
| 1000+      | \$100.00 | \$200.00 | \$750.00 | \$1,000.00 | TBD      |

## OTHER FEES

Temporary Structure, Outdoor Cooking and Beach Fire permits are \$25 per permit.

Vehicle on the Beach permits is \$15. Food Truck/Trailer permit is \$170 annually

Fire Department stand – by is \$125 per hour with a minimum of 3 hours (1 crew and vehicle)

# City of St. Pete Beach Event Application Checklist

## **Please Include:**

- ☐ Site Plan: Maximum Size of 8.5" x 11" including the following information
  - ☐ Location of food vendor area (s)
  - ☐ Tent locations and sizes
  - ☐ Location of food truck/trailers
  - ☐ Location of stage
  - ☐ Fuel storage/dispensing areas
  - ☐ Emergency access routes for LEO and Fire
  - ☐ Location of vending booths
  - ☐ Location of fire extinguishers & other life safety equipment
  - ☐ Description of sound amplification facilities or equipment
  - ☐ Location of alcoholic beverage consumption areas and vending
  - ☐ Location of Generators
  - ☐ Identify any fences/gates around the event
  - ☐ Table, chair and equipment layout
  - ☐ Location of portable restrooms
  - ☐ Location of designated protest area (if applicable)
- ☐ Traffic & Parking Plan and Map that includes: vendor parking, handicap parking, shuttle routes and times, shuttle drop off/pick up, and ride share drop off and pick up.
- ☐ Safety Plan that includes vendor load in and out times
- ☐ Certificate of Insurance
- ☐ Copy of Impact Letter if closing streets for an event
- ☐ Written authorization from all private properties that are included in the event plan
- ☐ Outdoor Cooking Permit Application (if applicable)
- ☐ Temporary Structure Permit Application (if applicable)
- ☐ Building Permit Application (if applicable for stages)
- ☐ Vehicle on the Beach Permit Application (if applicable)
- ☐ Beach Fire Permit Application (if applicable)
- ☐ Tax Exempt Documentation (if applicable)
- ☐ Non-Profit Documentation (if applicable)

**Please send completed application to:**

**City of St. Pete Beach**

**Mandy Edmunds, Recreation Director**

**155 Corey Ave**

**St. Pete Beach, FL 33706**

Or email to: [aedmunds@stpetebeach.org](mailto:aedmunds@stpetebeach.org)

[727-363-9246](tel:727-363-9246)





**City of St Pete Beach**  
**Application for City Co-sponsorship October 1, 2025 – September 30, 2026**  
(See instructions on page 3)

**GENERAL EVENT INFORMATION**

DATE OF APPLICATION: March 1, 2025

NAME OF EVENT: Pass-A-Grille Beach Community Church Outdoor Concert Series

LOCATION: 107 16<sup>th</sup> Ave, St. Pete Beach

DATE(S): 2/12/2026, 2/26/2026, 3/12/2026, 3/26/2026

HOURS: 6 PM to 9 PM EXPECTED ATTENDANCE 300, 500, 500, 500

PURPOSE (Why is the event being produced?):

This event is a community outreach for the church to everyone and the proceeds support the Good Samaritan food pantry to help those in need. The church's motto is: No matter where you are on life's journey you are welcome here. This is one of the many events that promote that thought.

**A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.**

**APPLICANT** (The organization promoting or sponsoring the event.)

NAME OF ORGANIZATION: Pass-A-Grille Beach Community Church

TYPE OF ORGANIZATION: \_\_\_\_\_ Profit x Non-Profit

ADDRESS: 107 16<sup>th</sup> Ave

CITY: St Pete Beach STATE: FL ZIP: 33706

AUTHORIZED PERSON IN CHARGE: Bradley Miller

PHONE #: 314-277-8454

EMAIL: [bwmiller987@icloud.com](mailto:bwmiller987@icloud.com)

**CITY PARTICIPATION REQUESTED** (Please include additional sheets as necessary to clarify your request)

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones

- ✓ Trash bins
- ✓ Assistance in digging a hole for a beach fire on public beaches

**Please indicate your request of sponsorship from the City of St Pete Beach below**

  x   Off Duty Pinellas County Sheriff Officers for the event

|                         |                            |                                 |
|-------------------------|----------------------------|---------------------------------|
| For office use only:    |                            |                                 |
| Total event hours _____ | Expected attendance: _____ | Number of officers needed _____ |
| Estimated Cost \$ _____ |                            |                                 |

  x   EMS during the event

|                         |                            |                                     |
|-------------------------|----------------------------|-------------------------------------|
| For office use only:    |                            |                                     |
| Total event hours _____ | Expected attendance: _____ | Number of Rescue units needed _____ |
| Estimated Cost \$ _____ |                            |                                     |

       Public Services staff for the event

|                         |                            |                              |
|-------------------------|----------------------------|------------------------------|
| For office use only:    |                            |                              |
| Total event hours _____ | Expected attendance: _____ | Number of staff needed _____ |
| Estimated Cost \$ _____ |                            |                              |

  4   Barricades  
Number requested \_\_\_\_\_

  4   Orange Cones  
Number requested \_\_\_\_\_

  2   Trash Bins  
Number Requested \_\_\_\_\_

       Assistance in digging a hole for beach fire on public beaches

Please attach any other pertinent information to this application that will help substantiate your need for City co-sponsorship.  
(See instructions and timeline on next page)

# Co-Sponsorship Application Instructions and Time- Line

## Application TimeLine:

1. Applications for event co-sponsorship which require financial support either in cash or in-kind services:
  - a) The Parks and Recreation Advisory Board shall review all applications in May and recommend a level of support for each applicant to the City Commission at budget workshops in July of 2025.
  - b) Co-sponsorship for non-profits and/or St Pete Beach Schools are preferred for sponsorship.
  - c) The City Commission shall approve their desired level of support for each applicant and direct all departments involved to budget the necessary support for the following fiscal year.
  - d) The City budget is developed between March and August with final Commission approval in September.

### Time- Line for October 2025 – September 2026 Co-Sponsored Event Approval:

|                                                              |                |
|--------------------------------------------------------------|----------------|
| Receive Applications                                         | March 15, 2025 |
| Advisory Board Review                                        | May 2025       |
| Review from commission during budget meetings                | July 2025      |
| Final Approval of approved FY26 budget at commission meeting | September 2025 |

2. Co-sponsorship is approved at a specific level on a year-to-year basis. Applicants must reapply annually.
3. If the co-sponsorship application is denied, the City of St Pete Beach assumes no liability for expenses incurred by applicant.

### Application merit considerations: Applicant must convince the City of all or most of the following:

1. Applicant has the experience, resources and capability to successfully conduct this event (other than the support requested from the City).
2. The event provides positive economic impacts or benefits to the City of St Pete Beach and its citizens.
3. The event should be reasonably compatible with the surrounding area it takes place in.
4. The event shows innovation, creativity, and uniqueness from other events.
5. There are no other similar events conflicting or competing for venue, participants, or spectators within a reasonable time frame.
6. The promoter has an effective plan to advertise, market, or otherwise promote the event, and will acknowledge the City of St Pete Beach as a co-sponsor in all advertisements.
7. There are no unresolved legal issues with the proposed conduct of this event.
8. The event is not politically motivated or sensitive.

Please call 727-363-9246 with questions, or email questions to Mandy Edmunds [aedmunds@stpetebeach.org](mailto:aedmunds@stpetebeach.org)





City of St Pete Beach

Application for City Co-sponsorship October 1, 2025 – September 30, 2026  
(See instructions on page 3)

**GENERAL EVENT INFORMATION** DATE OF APPLICATION: \_\_\_\_\_

NAME OF EVENT: PASS-A-GRILLE WOMAN'S CLUB 2026 HOME TOUR  
LOCATION: PASS-A-GRILLE, ST PETE BEACH FL 33706  
DATE(S): 03/21/2026

HOURS: 10:00 AM - 5:00 PM EXPECTED ATTENDANCE 800

**PURPOSE (Why is the event being produced?):**

FUNDRAISER FOR  
PAGWC

A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.

**APPLICANT (The organization promoting or sponsoring the event)**

NAME OF ORGANIZATION: PASS-A-GRILLE WOMAN'S CLUB

TYPE OF ORGANIZATION: Profit Non-Profit

ADDRESS: 2201 PASS-A-GRILLE WAY  
CITY: ST PETE BEACH FL 33706

AUTHORIZED PERSON IN CHARGE: ELAINE SCHROEDER

PHONE #: 727-641-5655 EMAIL: elaine.schroeder@aveinc.net

**CITY PARTICIPATION REQUESTED (Please include additional sheets as necessary to clarify your request)**

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones
- ✓ Trash bins

☒ Assistance in digging a hole for a beach fire on public beaches

Please indicate your request of sponsorship from the City of St Pete Beach below

☐ Off Duty Pinellas County Sheriff Officers for the event

For office use only:

|                   |                      |                           |
|-------------------|----------------------|---------------------------|
| Total event hours | Expected attendance: | Number of officers needed |
| Estimated Cost \$ |                      |                           |

☐ EMS during the event

For office use only:

|                   |                      |                               |
|-------------------|----------------------|-------------------------------|
| Total event hours | Expected attendance: | Number of Rescue units needed |
| Estimated Cost \$ |                      |                               |

☐ Public Services staff for the event

For office use only:

|                   |                      |                        |
|-------------------|----------------------|------------------------|
| Total event hours | Expected attendance: | Number of staff needed |
| Estimated Cost \$ |                      |                        |

☒ Barricades  
Number requested 9

120 - 150 PARKING PERMITS

☒ Orange Cones  
Number requested 9

☒ Trash Bins  
Number Requested 7

☐ Assistance in digging a hole for beach fire on public beaches

Please attach any other pertinent information to this application that will help substantiate your need for City co-sponsorship.

(See instructions and timeline on next page)

## **Co-Sponsorship Application Instructions and Time- Line**

### **Application TimeLine:**

1. Applications for event co-sponsorship which require financial support either in cash or in-kind services:
  - a) The Parks and Recreation Advisory Board shall review all applications in May and recommend a level of support for each applicant to the City Commission at budget workshops in July of 2025.
  - b) Co-sponsorship for non-profits and/or St Pete Beach Schools are preferred for sponsorship.
  - c) The City Commission shall approve their desired level of support for each applicant and direct all departments involved to budget the necessary support for the following fiscal year.
  - d) The City budget is developed between March and August with final Commission approval in September.

### **Time- Line for October 2025 – September 2026 Co-Sponsored Event Approval:**

|                                                              |                |
|--------------------------------------------------------------|----------------|
| Receive Applications                                         | March 15, 2025 |
| Advisory Board Review                                        | May 2025       |
| Review from commission during budget meetings July 2025      |                |
| Final Approval of approved FY26 budget at commission meeting | September 2025 |

2. Co-sponsorship is approved at a specific level on a year-to-year basis. Applicants must reapply annually.
3. If the co-sponsorship application is denied, the City of St Pete Beach assumes no liability for expenses incurred by applicant.

### **Application merit considerations:** Applicant must convince the City of all or most of the following:

1. Applicant has the experience, resources and capability to successfully conduct this event (other than the support requested from the City).
2. The event provides positive economic impacts or benefits to the City of St Pete Beach and its citizens.
3. The event should be reasonably compatible with the surrounding area it takes place in.
4. The event shows innovation, creativity, and uniqueness from other events.
5. There are no other similar events conflicting or competing for venue, participants, or spectators within a reasonable time frame.
6. The promoter has an effective plan to advertise, market, or otherwise promote the event, and will acknowledge the City of St Pete Beach as a co-sponsor in all advertisements.
7. There are no unresolved legal issues with the proposed conduct of this event.
8. The event is not politically motivated or sensitive.

Please call 727-363-9246 with questions, or email questions to Mandy Edmunds [aedmunds@stpetebeach.org](mailto:aedmunds@stpetebeach.org)





*Pass-A-Grille Woman's Club*  
*2201 Pass-A-Grille Way, St Pete Beach, Florida 33706*

January 21, 2025

To: City of St Pete Beach  
Jennifer McMahon, Recreation Director  
155 Corey Avenue  
St Pete Beach, Florida 33706

Re: Special Event Permit Application to the City of St Pete Beach, Florida for 2026

Dear Jennifer:

Enclosed please find our application for a special event permit for the 19<sup>th</sup> Pass-A-Grille Woman's Club Home Tour to be held on Saturday, March 21, 2026. Below is additional information detailing our plans for parking, signage, refreshments, safety, restrooms, request for the use of the City's barricades and cones. We plan to coordinate the Home Tour with Gulf Beaches Historical Museum and Suntan Art Center, both will be open the day of our tour. We will encourage tour attendees to visit St. Pete Beach retailers, restaurants and beaches.

We are submitting early to secure the City's approval of our planned event date. As a result, some of the supplemental attachments will be submitted no later than thirty (30) days prior to the event date. If you have any questions or need further information, please contact the Home Tour Co-Chairperson, Elaine Schroeder at 727-641-5655 or email at

**Parking:** All parking areas will be staffed by our volunteers wearing reflective safety vests. With the permission of the Pass-A-Grille Community Church, we will park cars in the 3 parking areas of the church. With the permission of Kevin Hughes we will park cars on his vacant lot, southeast of the Don Cesar. Permission letters from Mr. Hughes and the Church will be forthcoming. In addition, we will receive permission from the Suntan Art Center/Don Vista to use their parking lot.

**Barricades/Cones:** As we have in the past, we would like to place barricades/cones at the east side of 22nd Avenue, next to the Pass-a-Grille, Woman's Club so guests can access our club house and use the facilities.

To expedite parking/exiting at the north parking lot, we would like to place cones on the parking spaces on Cabrillo Avenue (water side of the lot). This would prevent cars with boat trailers from parking there, increase the parking capacity and ease exiting from the lot. We wish to have barricades at two (2) locations at this lot where cars enter and exit.

We would like to block off Sunset Way between 22<sup>nd</sup> Avenue and 25<sup>th</sup> Avenue to allow on street parking since this is the only home on the tour that is on Sunset Way. We will need barricades at both east and west ends in addition to cones. We will need barricades at the 17<sup>th</sup> Avenue Community Church lot,

Lastly, we wish to have barricades and cones at the entrance to the Don Vista Building Parking Lot on El Centro to control this parking.

The details of number of barricades and cones needed, and exact locations will be forthcoming with other supplemental information.

**Restrooms:** Restrooms are available at the Pass-A-Grille Woman's Club, Don Vista Building and the Paradise Grill. ADA accessibility is available at Hurley Park. The restrooms will be announced by our volunteers and locations communicated to attendees in our Home Tour handouts.

We also respectfully request permission to park cars at the Warren Webster Community Center parking area, as we have done for several years.

**Signage:** Two weeks before the Home Tour event a banner (approximately 4' X 6") will be posted on the right-of-way on Gulf Boulevard where the Byway (35<sup>th</sup> Avenue) turns at the Don CeSar parking as other events have done and we have done for the past 12 Home Tour years. We request the use of the City's digital signs (on the Byway, on Corey Causeway, and the City Hall) beginning a week before the event to indicate the potential traffic problems due to the Home Tour.

There will be directional signs placed at both the main parking areas (vacant lot near the Don CeSar and at the church on 16<sup>th</sup> Avenue). Signs will be placed along Pass-A-Grille Way on private properties giving directions to the Home Tour. There will be signs at all of the tour homes, posted on private property, indicating the sponsors of each home along directional signs for the attendees.

All signs (except the banner) will be put in place early morning on the day of the Home Tour, March 21, 2026, and will be removed the same day after the event.

**Refreshments:** Complimentary cookies and non-alcoholic beverages will be served at the Pass-A-Grille Woman's Clubhouse during the Home Tour.



## City of St. Pete Beach Event Application

### Applicant

Name of Applicant: ELAINE SCHROEDER Title (if applicable): CHAIR HOME TOUR

Name of Organization (if applicable): PASS-A-GRIFF WOMAN'S CLUB

Tax Exempt? ☐ Yes ☒ No Non-Profit? ☒ Yes ☐ NO If yes on either, please provide documentation

Mailing Address: P.O. Box 46763 ST PETE BEACH FL 33741

Cell Phone: 727-641-5655 Email: elaine.schroeder@aveinc.net  
elaine.schroeder@aveinc.net

### Event Information

Event Title: HOME TOUR Event/Organization Web Address: WWW.PAGWC.COM

Event Location(s): PASS-A-GRIFF ST PETE BEACH FL 33706

If location is private property, a letter giving permission for the event to take place on the property must be included with the application.

### Event Date(s) & Time(s)

| Date             | Day of the Week | Start Time      | End Time       |
|------------------|-----------------|-----------------|----------------|
| <u>3/21/2026</u> | <u>SATURDAY</u> | <u>10:00 AM</u> | <u>5:00 PM</u> |
| _____            | _____           | _____           | _____          |
| _____            | _____           | _____           | _____          |

Set Up Date(s): 3/20/2026 Time(s) 5:00 PM to 8:00 PM

Cleanup Date(s): 3/21/2026 Time(s) 8:00 AM to 5:00 PM

Description of Event: SEE ATTACHED COVER LETTER

Will this be an Annual Event? ☒ Yes ☐ No If yes, next year's date(s): 3/2028 APPROXIMATELY

**Homes on Tour:** The six (6) homes on the tour are:

2209 Sunset Way

2905 Pass-A-Grille Way

1405 Pass-A-Grille Way

1905 Pass-A-Grille Way

1601 Pass-A-Grille Way, plus boat house

**Safety:** All of our Parking Volunteers and Street Information Advisors will be wearing not only Name Tags but also Day-Glow Safety vests so they are visible to the attendees and traffic.

There may be several locations where attendees may cross Pass-A-Grille Way in traffic and our volunteers will have safety vests and display handheld stop signs to facilitate safe crossing.

Attached is a site map that all attendees will be given showing the locations of every activity and amenity described above and the locations of the homes on the tour.

**Liability Insurance:** Proof of Liability Insurance for this event will be provided by HH Insurance Group, LLC thirty (30) days prior to the event. Our contact there is Jake Holehouse at 727-470-5177 if you have questions.

Respectfully submitted,

A handwritten signature in cursive script that reads "Elaine Schroeder".

Elaine Schroeder, Co-Chairperson

Pass-A-Grille Woman's Club

Home Tour, March 21, 2026

727-641-5655

List all other vendors (art, crafts, clothes, etc) NO VENDORS

**Event Equipment** – All equipment below other than a 10x10 tent requires a temporary structure permit. Please include the temporary structure permit for each piece of equipment listed below with the event application.

**Tents:** Please list number of tents and size of each and include location on the site plan

TENTS, TABLES, CHAIRS AT PARKING LOT +  
HOUSES ON TOUR

**Stage/Platforms:** Please list dimensions, scaffolding, etc and include location on the site plan.

N/A

All temporary structures that cover an area greater than 120 sq. ft. including connecting spaces with a common area means of egress or entrance that are used for the gathering together of 10 or more persons shall not be erected, operated, or maintained for any purpose without obtaining a permit from the Building Official. The application should include a site plan indicating the location of the structure and information delineating the means of egress and the occupant load. FBC 3103. The Building Official gives permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. All temporary power must comply with FPCA 70 NEC Article 590.

#### Vehicle on the Beach Permits

Do you need to have a vehicle on the beach for your event?

☐ Yes

☒ No

If Yes, please include a vehicle on the beach permit application with the event application

#### Street Closures

Does Event require any Road or Sidewalk Closures?

☒ Yes

☐ No

If yes, you must include all the details in the site plan including streets and times

| Road              | Start Intersection | End Intersection          | Date           | Times              |
|-------------------|--------------------|---------------------------|----------------|--------------------|
| <u>SUNSET WAY</u> | <u>22ND AVE</u>    | <u>25th AVE</u>           | <u>3/21/26</u> | <u>8:00-5:30pm</u> |
| <u>22ND AVE</u>   | <u>EAST SIDE</u>   | <u>PASS-A-GRIFFIN WAY</u> | <u>3/21/26</u> | <u>8:00-5:30pm</u> |

SEE BARRICADES / CONES IN COVER LETTER

**Signage/Banners** – Please list number, size and placement of each banner that you plan to use to promote the event. If requesting to hang a banner over 75<sup>th</sup> Ave, a FDOT permit is required and request must be made at least 90 days before the event.

SEE COVER LETTER

**City Equipment** – Please indicate the number needed for your event, if none, please put a zero (0).

TBD Barricades

SEE COVER LETTER

TBD Cones

0 Trash Bins

**Event Logistics****Estimated Attendance***(includes event crew, participants, and spectators)*800-900

This Year

2015 800-900

Last Year (if Applicable)

*Under City Ordinance Section 26-33 any special event which consists of 250 or more persons or the event is a sports related may require standby Emergency Medical Services (EMS) personnel, vehicle(s) and equipment. See Page 10 of the Event Guide for more on EMS service requirements.*

The EMS and fire vehicle fees are listed below:

Fees for off-duty fire department personnel special detail (minimum of 3 hours): \$50.00

Special event fire vehicle per hour per vehicle (minimum of 3 hours): \$25.00

List all event activities: SEE ATTACHED COVER LETTER

Electricity Needed ☐ Yes ☒ No Source: \_\_\_\_\_

Will portable restrooms be used? ☐ Yes ☒ No If yes (include on site plan): One ADA compliant toilet for every 10 per location

Will Dumpsters be used? ☐ Yes ☒ No If yes (include on site plan)  
How Many? \_\_\_\_\_ Size: \_\_\_\_\_ Installation Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

Entertainment (Detail type, bands, DJs, dancers, clowns, etc) N/A

Parking Plan (please be detailed and include on site map): SEE ATTACHED COVER LETTER

**Food and Beverage:**

Will alcohol be served or sold? ☐ Served ☐ Sold ☒ No Alcohol

Will there be food trucks? ☐ Yes ☒ No

*All food trucks must be registered with the city.*

If yes, please list the truck/trailer vendors

|          |                                         |
|----------|-----------------------------------------|
| 1. _____ | St Pete Beach Food Truck Permit # _____ |
| 2. _____ | St Pete Beach Food Truck Permit # _____ |
| 3. _____ | St Pete Beach Food Truck Permit # _____ |
| 4. _____ | St Pete Beach Food Truck Permit # _____ |

*If you need additional space to list more food trucks please attached an additional sheet listing name of truck and the permit number.*

Other Food Vendors that are not a truck or trailer

NO VENDORS - REFRESHMENTS BY WOMAN'S CLUB VOLUNTEERS  
SERVED AT WOMAN'S CLUB HOUSE @ 2201 PASS-A-GRILLE WAY

**2024 FLORIDA NOT FOR PROFIT CORPORATION ANNUAL REPORT**

DOCUMENT# N92000000045

**Entity Name:** PASS-A-GRILLE WOMAN'S CLUB, INC.

**Current Principal Place of Business:**

2201 PASS-A-GRILLE WAY  
ST. PETE BEACH, FL 33706

**Current Mailing Address:**

PO BOX 46763  
ST. PETE BEACH, FL 33741 US

**FEI Number:** 59-0595593

**Name and Address of Current Registered Agent:**

PHILLIPS, CYNTHIA  
3301 E. VINA DEL MAR BLVD.  
ST. PETE BEACH, FL 33706 US

**Certificate of Status Desired:** Yes

*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.*

**SIGNATURE:** CYNTHIA PHILLIPS

Electronic Signature of Registered Agent

04/19/2024

Date

**Officer/Director Detail :**

**Title** PAST PRESIDENT  
**Name** PHILLIPS, CYNTHIA  
**Address** 3101 E VINA DEL MAR BLVD.  
**City-State-Zip:** ST. PETE BEACH FL 33706

**Title** 2ND VICE PRESIDENT  
**Name** NICHOLSON, SOPHIA  
**Address** 113 1ST ST. EAST, APT. 103  
**City-State-Zip:** ST PETERSBURG FL 33715

**Title** TREASURER  
**Name** DAUGHERTY, DONNA  
**Address** 4963 BACOPA LN. S. #704  
**City-State-Zip:** ST. PETERSBURG FL 33715

**Title** CORRESPONDING SECRETARY  
**Name** SARAJANE, SToudenMIRE  
**Address** 5980 TERRACE PARK DRIVE N.  
# 313  
**City-State-Zip:** ST, PETERSBURG FL 33709

**Title** RECORDING SECRETARY  
**Name** GANNON, CAROL  
**Address** 510 72ND AVE  
**City-State-Zip:** ST. PETE BEACH FL 33706

**Title** PRESIDENT  
**Name** BEDIG, LAUREL  
**Address** 466 39TH AVE.  
**City-State-Zip:** ST. PETE BEACH FL 33706

**Title** 1ST VICE PRESIDENT  
**Name** KELLY, SHERRI  
**Address** 3001 E. VINA DEL MAR BLVD.  
**City-State-Zip:** ST. PETE BEACH FL 33706

2024  
AS AN  
EXAMPLE

*I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 617, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

**SIGNATURE:** CYNTHIA PHILLIPS

PAST PRESIDENT

04/19/2024

Electronic Signature of Signing Officer/Director Detail

Date

As the Applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors, or parties affiliated with the event and to insure compliance with the special event guide, the event rules guidelines, requirements for tents and all policies, rules, regulations, and code provisions of the City of St. Pete Beach. I understand that any violations may result in immediate cancellation and revocation of the Event permits. I further certify that all the facts contained in this request are accurate.

No advertising for the event shall occur until this Special Event permit has been approved by City staff and Commission.

If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site conditions or code violation as identified by City Staff will result in revocation of the permit and/or code enforcement fines.

For events on Public property, I agree to obtain and furnish the City of St. Pete Beach with a certificate of general liability insurance in the amount of at least one million dollars (\$1,000,000) or greater as deemed satisfactory by the city. The insurance must name the City of St. Pete Beach as an additional insured.

I understand incomplete application or any outstanding financial obligations with any department with in the City of St. Pete Beach may result in a denial of my request.

ELAINE SCHROEDER  
Print Name

Elaine Schroeder  
Signature

PASS-A-GRIFF WOMAN'S CLUB  
Corporation Name (if applicable)

January 21, 2025  
Date

## EVENT APPLICATION FEES

Up Type IA events: St Pete Beach Resident/Business that does not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IB events: Non-Resident/Business that does require not require site plan review, on-site inspections or other city services, does not require additional permits from other governmental agencies and will occur for not more than three consecutive days.

Type IIA events: St Pete Beach Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies-

Type IIB events: Non-Resident/Business that does require Business that does require site plan review, on-site inspections, city services and/or additional permits from other governmental agencies.

Type III Events: Include any event which cannot be reviewed under subparagraphs (a) or (b) of this section.

| Attendance | Type IA  | Type IB  | Type IIA | Type IIB   | Type III |
|------------|----------|----------|----------|------------|----------|
| Up to 249  | \$25.00  | \$50.00  | \$75.00  | \$100.00   | TBD      |
| 250-500    | \$50.00  | \$100.00 | \$250.00 | \$350.00   | TBD      |
| 501-999    | \$75.00  | \$150.00 | \$500.00 | \$650.00   | TBD      |
| 1000+      | \$100.00 | \$200.00 | \$750.00 | \$1,000.00 | TBD      |

## OTHER FEES

Temporary Structure, Outdoor Cooking and Beach Fire permits are \$25 per permit.

Vehicle on the Beach permits is \$15. Food Truck/Trailer permit is \$170 annually

Fire Department stand – by is \$125 per hour with a minimum of 3 hours (1 crew and vehicle)



Internal Revenue Service

District  
Director

Department of the Treasury  
275 Peachtree St., N.E.  
Atlanta, GA 30043

*copy*

Person to Contact:

D. Warnick/mms  
Telephone Number:

(904) 724-2113  
Refer Reply to:

720.7  
Date:

SEP 22 1981

NON PROFIT DESIGNATION  
FEDERAL TAX EXEMPT

Dear Members,

As the result of an examination of your activities and Form 990 for the year ending April 30, 1980, it was determined that you are primarily engaged in social activities for the entertainment of your members and their guests.

Social clubs are defined in section 501(c)(7) of the Internal Revenue Code as clubs organized for pleasure, recreation and other non-profitable purposes, substantially all of the activities of which are for such purposes and no part of the net earnings of which inures to the benefit of any private shareholder.

Therefore, our letter dated March 9, 1977 which held you exempt from Federal income tax as a social welfare organization under section 501(c)(4) of the Internal Revenue Code is hereby modified to a social club exempt under section 501(c)(7) of the Code. This modification is effective for years beginning after May 1, 1979.

Although you agreed to this modification, the acceptance of this determination does not waive any of your appeal rights as explained in the enclosed Publication 892.

You should familiarize yourselves with Internal Revenue Procedure 71-17 which provides guidelines for section 501(c)(7) organization. Primarily, it provides that, in order to maintain exempt status, section 501(c)(7) organizations may not derive more than 15% of their gross receipts from non-member or the general public's use of club facilities.

Our examination disclosed that you failed to furnish the names and addresses of all your officers, directors, and trustees and the com-

*Club  
activities*  
*Carryover*

*Original letter given to auditor*



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/21/2014

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).

|                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PRODUCER</b><br><br><b>Ronald F. Holthouse Agency, Inc.</b><br><b>125 26th Street N</b><br><b>Saint Petersburg, FL 33713</b> | <b>CONTACT NAME:</b> Christy Anderson<br><b>PHONE (A/C, H/O, EXT):</b> (727) 323-5551 <b>FAX (A/C, H/O, EXT):</b> (727) 894-3330<br><b>E-MAIL ADDRESS:</b> christy@holthouseins.com<br><b>INSURER(S) AFFORDING COVERAGE</b><br><b>INSURER A:</b> Mount Vernon Fire Insurance Co<br><b>INSURER B:</b><br><b>INSURER C:</b><br><b>INSURER D:</b><br><b>INSURER E:</b><br><b>INSURER F:</b> |
| <b>INSURED</b><br><br><b>PASS A GRILLE WOMANS CLUB</b><br><b>PO BOX 46763</b><br><b>Saint Petersburg, FL 33741</b>              | <b>NAIC #</b>                                                                                                                                                                                                                                                                                                                                                                            |

**COVERAGES****CERTIFICATE NUMBER:** 00002300-0**REVISION NUMBER:** 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | ADDITIONAL INSURED | POLICY NUMBER      | POLICY EFF. DATE (MM/DD/YYYY) | POLICY EXP. DATE (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------|-------------------------------|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>A GENERAL LIABILITY</b><br><input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> <b>CLAIMS-MADE</b> <input checked="" type="checkbox"/> <b>OCCUR</b><br><br><b>GEN'L AGGREGATE LIMIT APPLIES PER:</b><br><input checked="" type="checkbox"/> <b>POLICY</b> <input type="checkbox"/> <b>PROJECT</b> <input type="checkbox"/> <b>LOC</b><br><b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> <b>ANY AUTO</b> <input type="checkbox"/> <b>SCHEDULED AUTOS</b><br><input type="checkbox"/> <b>ALL OWNED AUTOS</b> <input type="checkbox"/> <b>NON-OWNED AUTOS</b><br><input type="checkbox"/> <b>HIRED AUTOS</b><br><b>UMBRELLA LIAB</b> <input type="checkbox"/> <b>OCCUR</b><br><b>EXCESS LIAB</b> <input type="checkbox"/> <b>CLAIMS-MADE</b><br><input type="checkbox"/> <b>DED</b> <input type="checkbox"/> <b>RETENTION \$</b><br><b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br><input type="checkbox"/> <b>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED?</b><br><input type="checkbox"/> <b>Y/N</b> <input type="checkbox"/> <b>N/A</b><br><b>DESCRIPTION OF OPERATIONS below</b> | <b>Y</b>           | <b>MSE014F1692</b> | <b>02/13/2014</b>             | <b>02/18/2014</b>             | <b>EACH OCCURRENCE</b> \$ <b>1,000,000</b><br><b>DAMAGE TO RENTED PREMISES (Ea occurrence)</b> \$ <b>100,000</b><br><b>MED EXP (Any one person)</b> \$ <b>1,000</b><br><b>PERSONAL &amp; ADV INJURY</b> \$ <b>1,000,000</b><br><b>GENERAL AGGREGATE</b> \$ <b>2,000,000</b><br><b>PRODUCTS - COMPROP AGG</b> \$ <b>1,000,000</b><br><b>COMBINED SINGLE LIMIT (Ea accident)</b> \$<br><b>BODILY INJURY (Per person)</b> \$<br><b>BODILY INJURY (Per accident)</b> \$<br><b>PROPERTY DAMAGE</b> \$<br><b>EACH OCCURRENCE</b> \$<br><b>AGGREGATE</b> \$<br><b>WC STATUTORY LIMITS</b> <b>OTHER</b><br><b>E.L. EACH ACCIDENT</b> \$<br><b>E.L. DISEASE - EMPLOYEE</b> \$<br><b>E.L. DISEASE - POLICY LIMIT</b> \$ |
| <b>DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101 for each location/vehicle. If more space is required)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                    |                    |                               |                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

**CERTIFICATE HOLDER****CANCELLATION**

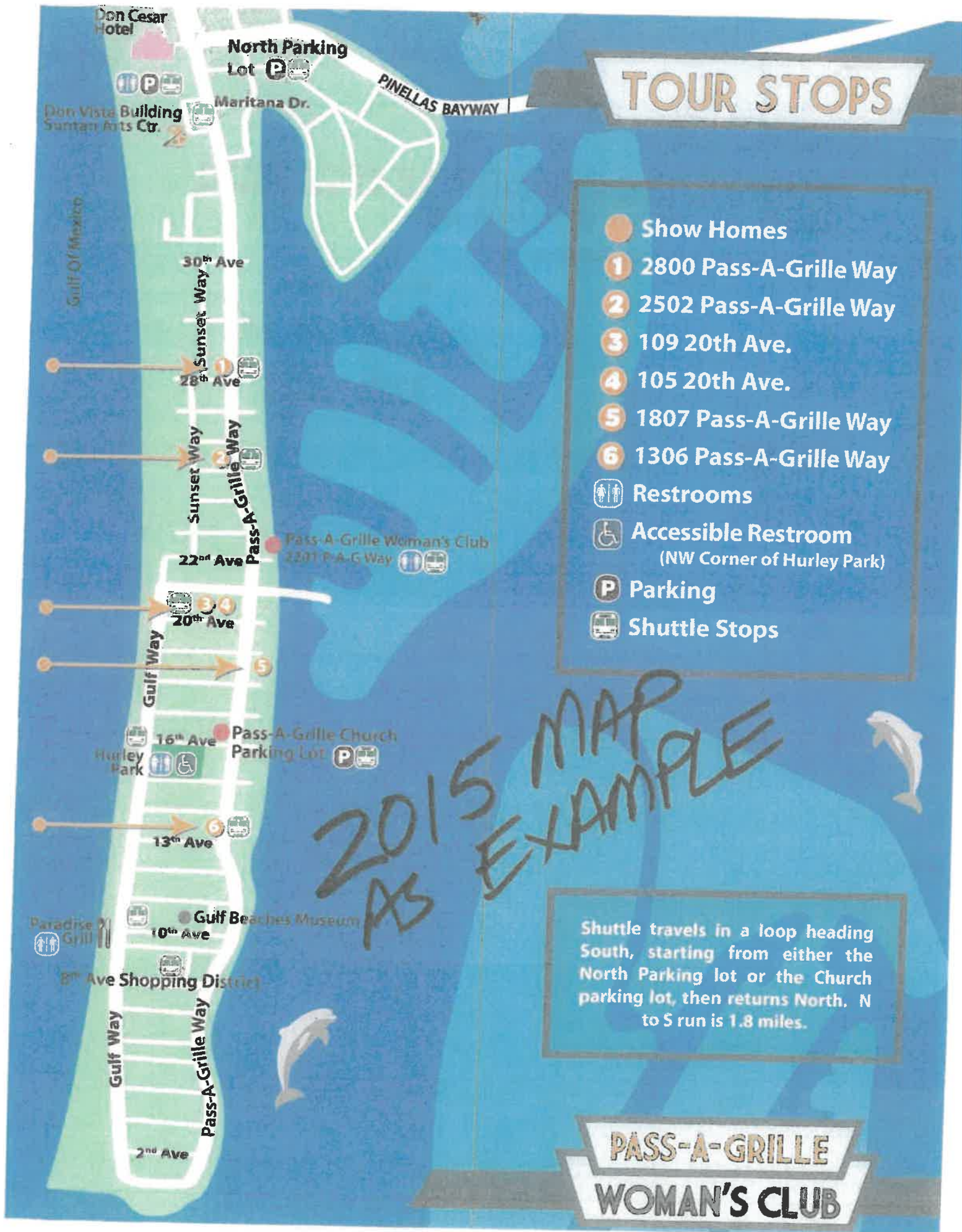
**City of St Pete Beach**  
**155 Corey Ave**  
**Saint Pete Beach, FL 33706**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Ronald F. Holthouse*

(CMA)

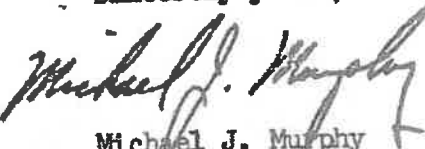


Pass-A-Grille Women's Club

pensation paid to each of them as required by section 1.6033-2(a) 2(ii)(g) of the Income Tax Regulations. This information must be provided with your Form 990 in future years.

Thank you for your cooperation.

Sincerely yours,

  
Michael J. Murphy  
District Director

Enclosure  
Pub. 892



| Event                                          | Date                                     | Time                          | Sheriff #                              | Sheriff Costs | Parks Costs | Permit Fee | EMS Costs  | Bonfire Permit | Stage or Temporary Structure Permits | Parking Permits | Berica des | Cones | Trash Cans |
|------------------------------------------------|------------------------------------------|-------------------------------|----------------------------------------|---------------|-------------|------------|------------|----------------|--------------------------------------|-----------------|------------|-------|------------|
| Corey Ave Craft Festivals                      | Dec 6/7, Jan 10/11, Apr 11/12, May 30/31 | 10am-7pm                      | 1.00                                   | \$4,752.00    | \$0.00      | \$3,000.00 | \$0.00     | No             | No                                   | No              | 8          | 0     | 10         |
| PAG Community Church Concert series            | 2/12, 2/26, 3/12, 3/26                   | 6pm-9pm                       | 0.00                                   | \$0.00        | \$600.00    | \$200.00   | \$375.00   | No             | No                                   | No              | 4          | 4     | 2          |
| Corey Ave Mardi Gras Celebration               | 2/17/26                                  | 4pm-10pm                      | 4.00                                   | \$1,584.00    | \$300.00    | \$750.00   | \$500.00   | No             | \$25.00                              | No              | 8          | 0     | 10         |
| Corey Ave St Patrick's Day Celebration         | 3/14/26                                  | 12pm-10pm                     | 4.00                                   | \$2,640.00    | \$500.00    | \$750.00   | \$1,000.00 | No             | \$25.00                              | Yes             | 8          | 0     | 10         |
| PAG Womens Club 2026 Home Tour                 | 3/21/26                                  | 10am-5pm                      | 0.00                                   | \$0.00        | \$0.00      | \$75.00    | \$0.00     | No             | No                                   | No              | 9          | 9     | 7          |
| 8th Ave Party Under the Lights                 | 5/2 and 11/1                             | 4pm-10pm                      | 2.00                                   | \$1,584.00    | \$600.00    | \$500.00   | \$750.00   | No             | No                                   | No              | 7          | 8     | 6          |
| Corey Ave Seafood Festival                     | 5/15-5/17                                | 4pm-10pm, 12pm-10pm, 12pm-6pm | ri (4), Sat (2) 12-7 (4) 7-10, Sun (3) | \$4,092.00    | \$1,100.00  | \$750.00   | \$1,650.00 | No             | \$25.00                              | No              | 8          | 0     | 10         |
| Corey Ave End of Summer Party                  | 9/18/26                                  | 4pm-10pm                      | 4.00                                   | \$1,584.00    | \$300.00    | \$750.00   | \$450.00   | No             | \$25.00                              | No              | 8          | 0     | 10         |
| Belle Vista Halloween Party                    | 10/31/26                                 | 6pm-10pm                      | 2.00                                   | \$528.00      | \$200.00    | \$75.00    | \$500.00   | No             | No                                   | No              | 8          | 0     | 6          |
| Corey Ave Halloween Trunk or Treat             | 10/31/26                                 | 4pm-10pm                      | 2.00                                   | \$792.00      | \$300.00    | \$250.00   | \$375.00   | No             | No                                   | No              | 8          | 0     | 10         |
| PAG Community Bonfire                          | 10/10/26                                 | 6pm-9pm                       | 0.00                                   | \$0.00        | \$150.00    | \$250.00   | \$375.00   | \$25.00        | No                                   | No              | 6          | 20    | 6          |
| Corey Ave Holiday Golf Cart Parade and Concert | 10/20/26                                 | 4pm-10pm                      | 2.00                                   | \$792.00      | \$300.00    | \$250.00   | \$450.00   | No             | \$25.00                              | No              | 8          | 0     | 10         |
|                                                |                                          |                               |                                        |               |             |            |            |                |                                      |                 |            |       |            |
| ** Temporary License Agreement                 |                                          |                               |                                        | \$18,348.00   | \$4,350.00  | \$7,600.00 | \$6,050.00 |                |                                      |                 |            |       |            |
|                                                |                                          |                               |                                        |               |             |            |            |                |                                      |                 |            |       |            |
|                                                |                                          |                               |                                        |               |             |            |            |                |                                      |                 |            |       |            |
|                                                |                                          |                               |                                        |               |             |            |            |                |                                      |                 |            |       |            |

**Event**

October Concert in the Park series

Boat Parade and Tree Lighting

Land Parade; Holiday Market; Brunch with Santa

Spring Concert Series

Yard Sale

Spring Fest

Bands on the Sand Concert (Beach Goes Pops setup)

July 4th Salute to the Military

Back to School Bash

| <b>Date</b>               | <b>Hours of Event</b> |
|---------------------------|-----------------------|
| 10/3; 10/10; 10/17; 10/24 | 7pm-9pm               |
| 12/5/25                   | 6pm-9pm               |
| 12/13/25                  | 9am-6pm               |
| 2/13; 3/13; 4/10          | 7pm-9pm               |
| 3/21/26                   | 8am-12pm              |
| 4/4/26                    | 10am-12pm             |
| 5/23/26                   | 12pm-8pm              |
| 7/4/26                    | 4pm-10pm              |
| 8/1/26                    | 4pm-8pm               |

| Expected Attendance | Road Closure | Alcohol Sales /<br>Consumption | # Sheriff   | Sheriff Fee |
|---------------------|--------------|--------------------------------|-------------|-------------|
| 750 / concert       | No           | Yes                            | 1           | \$528.00    |
| 500                 | No           | No                             | 0           | \$0.00      |
| 500                 | Yes          | No                             | 7 (4 hours) | \$1,848.00  |
| 750 / concert       | No           | Yes                            | 1           | \$396.00    |
| 200                 | No           | No                             | 0           | \$0.00      |
| 250                 | No           | No                             | 3           | \$396.00    |
| 1000                | Yes          | Yes                            | 2           | \$1,056.00  |
| 500                 | No           | Yes                            | 1           | \$396.00    |
| 200                 | No           | No                             | 0           | \$0.00      |
|                     |              |                                |             | \$4,620.00  |



| EMS Fee      | # Parks Staff | Parks Staff Fee | Baricades |
|--------------|---------------|-----------------|-----------|
| \$0.00       | 1.00          | \$400.00        | 6         |
| \$0.00       | 1.00          | \$150.00        |           |
| \$0.00       | 1.00          | \$450.00        | 20        |
| \$0.00       | 1.00          | \$300.00        | 6         |
| \$0.00       | 0.00          | \$0.00          | 0         |
| \$0.00       | 4.00          | \$400.00        | 6         |
| \$600.00     | 1.00          | \$400.00        | 10        |
| \$0.00       | 1.00          | \$300.00        | 4         |
| \$0.00       | 0.00          | \$0.00          |           |
| <br>\$600.00 |               | <br>\$2,400.00  |           |

| Cones | Trash Cans |
|-------|------------|
| 0     | 10         |
| 0     | 0          |
| 0     | 10         |
| 0     | 0          |
| 0     | 10         |
| 0     | 10         |
| 0     | 10         |



**City of St Pete Beach**  
**Application for City Co-sponsorship October 1, 2025 – September 30, 2026**  
(See instructions on page 3)

**GENERAL EVENT INFORMATION**

DATE OF APPLICATION: \_\_\_\_\_

NAME OF EVENT: \_\_\_\_\_

LOCATION: \_\_\_\_\_

DATE(S): \_\_\_\_\_

HOURS: \_\_\_\_\_ EXPECTED ATTENDANCE \_\_\_\_\_

PURPOSE (Why is the event being produced?):

---

---

**A COMPLETED SPECIAL EVENT APPLICATION MUST ACCOMPANY THIS REQUEST.**

**APPLICANT** (The organization promoting or sponsoring the event.)

NAME OF ORGANIZATION: \_\_\_\_\_

TYPE OF ORGANIZATION: \_\_\_\_\_ Profit \_\_\_\_\_ Non-Profit

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

AUTHORIZED PERSON IN CHARGE: \_\_\_\_\_

PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**CITY PARTICIPATION REQUESTED** (Please include additional sheets as necessary to clarify your request)

Co-Sponsorship opportunities available to event organizers:

- ✓ Funding for off duty PCSO security for an event
- ✓ Funding for EMS for an event
- ✓ Funding for Public Services staff for an event
- ✓ Barricades
- ✓ Orange cones
- ✓ Trash bins
- ✓ Assistance in digging a hole for a beach fire on public beaches

**Please indicate your request of sponsorship from the City of St Pete Beach below**

\_\_\_ Off Duty Pinellas County Sheriff Officers for the event

For office use only:

Total event hours \_\_\_\_\_ Expected attendance: \_\_\_\_\_ Number of officers needed \_\_\_\_\_

Estimated Cost \$ \_\_\_\_\_

\_\_\_ EMS during the event

For office use only:

Total event hours \_\_\_\_\_ Expected attendance: \_\_\_\_\_ Number of Rescue units needed \_\_\_\_\_

Estimated Cost \$ \_\_\_\_\_

\_\_\_ Public Services staff for the event

For office use only:

Total event hours \_\_\_\_\_ Expected attendance: \_\_\_\_\_ Number of staff needed \_\_\_\_\_

Estimated Cost \$ \_\_\_\_\_

\_\_\_ Barricades

Number requested \_\_\_\_\_

\_\_\_ Orange Cones

Number requested \_\_\_\_\_

\_\_\_ Trash Bins

Number Requested \_\_\_\_\_

\_\_\_ Assistance in digging a hole for beach fire on public beaches

Please attach any other pertinent information to this application that will help substantiate your need for City co-sponsorship.  
(See instructions and timeline on next page)

# Co-Sponsorship Application Instructions and Time- Line

## Application TimeLine:

1. Applications for event co-sponsorship which require financial support either in cash or in-kind services:
  - a) The Parks and Recreation Advisory Board shall review all applications in May and recommend a level of support for each applicant to the City Commission at budget workshops in July of 2025.
  - b) Co-sponsorship for non-profits and/or St Pete Beach Schools are preferred for sponsorship.
  - c) The City Commission shall approve their desired level of support for each applicant and direct all departments involved to budget the necessary support for the following fiscal year.
  - d) The City budget is developed between March and August with final Commission approval in September.

### Time- Line for October 2025 – September 2026 Co-Sponsored Event Approval:

|                                                              |                |
|--------------------------------------------------------------|----------------|
| Receive Applications                                         | March 15, 2025 |
| Advisory Board Review                                        | May 2025       |
| Review from commission during budget meetings                | July 2025      |
| Final Approval of approved FY26 budget at commission meeting | September 2025 |

2. Co-sponsorship is approved at a specific level on a year-to-year basis. Applicants must reapply annually.
3. If the co-sponsorship application is denied, the City of St Pete Beach assumes no liability for expenses incurred by applicant.

### Application merit considerations: Applicant must convince the City of all or most of the following:

1. Applicant has the experience, resources and capability to successfully conduct this event (other than the support requested from the City).
2. The event provides positive economic impacts or benefits to the City of St Pete Beach and its citizens.
3. The event should be reasonably compatible with the surrounding area it takes place in.
4. The event shows innovation, creativity, and uniqueness from other events.
5. There are no other similar events conflicting or competing for venue, participants, or spectators within a reasonable time frame.
6. The promoter has an effective plan to advertise, market, or otherwise promote the event, and will acknowledge the City of St Pete Beach as a co-sponsor in all advertisements.
7. There are no unresolved legal issues with the proposed conduct of this event.
8. The event is not politically motivated or sensitive.

Please call 727-363-9246 with questions, or email questions to Mandy Edmunds [aedmunds@stpetebeach.org](mailto:aedmunds@stpetebeach.org)

**CITY COMMISSION MEETING  
CITY OF ST. PETE BEACH  
COMMISSION CHAMBERS**

**Agenda Report**

**Agenda Title Name:** Approval of an amendment of the Insight Global Contract in the amount of \$44,000, and authorize the City Manager to execute the agreement.

**Action Request:**

**Strategic Objective:** Internal Operations

**Date:** June 24, 2025

**Prepared By:** Candyce Galloway

**Through:** Frances Robustelli, City Manager

**Summary of Issue:** This contract brings in much-needed support to help us improve and modernize the technology systems used by our Community Services team. These systems are essential for running things like permitting, public works, code enforcement, and other services residents and businesses rely on every day.

As the Commission has emphasized in recent months, we need to:

- Make city services more reliable and efficient.
- Upgrade outdated systems so we can keep up with community needs.
- Work better across departments with tools that help us stay aligned and accountable.
- Use innovation and technology to improve how we serve residents.

This project will help us design and improve our systems so they're easier to use, faster, and better connected. It supports our commitment to excellent service, smarter planning, and making sure we're getting the full value out of the tools we've invested in.

In short, this effort isn't just about what services we provide, it's about delivering them better and building a

city government that is responsive, resilient, and ready for the future.

**Funding:**

The expense is budget neutral and covered by the IT Professional and Contractual account and the Building Fund account.

**Attachments:**

1. Insight Global Addendum

**ADDENDUM TO INSIGHT GLOBAL**  
**Business Analyst Consultant**

**THIS ADDENDUM** ("Addendum") is made to the certain Agreement for the Business Analyst Consultant ("Agreement") executed as of the 04/24/2025 by and between CITY OF ST. PETE BEACH ("City") and Insight Global ("Consultant/Contractor"), for the purposes set forth herein. The City and Consultant together, shall be referred to as the "Parties."

The purpose of this Addendum is to:

1. Add a section related to Section 11 Compensation, which shall read:

Compensation. Upon Vendor's satisfactory submission of a weekly invoice, City shall pay Vendor following thirty (30) days after received invoice, as per the hourly rate listed in the Statement of Work, as full consideration for Services provided in this Agreement. It is understood that the total price of services shall be \$69,000.00.

2. **Modifications.** Except as otherwise modified by this Addendum, all provisions, conditions, duties and obligations set forth in the Agreement shall remain in full force and effect and unaffected by this Addendum.
3. **Entire Agreement.** This Addendum, Agreement, (and prior addendums – if needed) embodies the entire agreement between the Parties hereto and supersedes any prior understandings or written or oral agreements between the Parties. This Addendum cannot be varied, modified, amended or altered except by written agreement of the Parties.
4. **Execution.** This Addendum may be executed by the Parties in counterpart originals with the same force and effect as if fully and simultaneously executed as a single original document. The "Effective Date" of this Addendum shall be the date this Addendum has been executed by all Parties.
5. **Force Majeure.** The City reserves the right to suspend, modify or terminate this contract in the event of an act of god or act of man beyond the control of the parties, including but not limited to a hurricane, tropical storm, tornado, or other destructive weather event, flooding, pandemic, plague, war, armed conflict, domestic or foreign terrorism, riot, labor condition, state or federal governmental action, and catastrophic Internet disturbance, making performance inadvisable, economically impracticable, illegal, or impossible.
- 4 **No coercion for labor or services ("Human Trafficking") Sworn Statement.** Pursuant to Sections 787.06(13), Florida Statutes (2024), the Contractor swears under penalty of perjury that the Contractor does not use coercion for labor or services as defined as follows: "Coercion" means:
  - i. Using or threatening to use physical force against any person.



- ii. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will,
- iii. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for a debt, if the value of the labor or services are reasonably assessed is not applied toward the liquidation of the debt, the length of nature of the labor or services are not respectively limited and defined;
- iv. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- v. Causing or threatening to cause financial harm to any person;
- vi. Enticing or luring any person by fraud or deceit, or
- vii. Providing a controlled substance as outlined in Schedule I or Schedule II of Sec. 893.03, Fla. Stat. to any person for the purpose of exploitation of that person.

**Pursuant to Sections 787.06 and 92.525, Fl. Stat., and under penalties of perjury, Contractor declares that Contractor has read the foregoing including sworn statement that the Contractor sears under penalty of perjury that the Contractor does not use coercion for labor or services (“Human Trafficking”) and the facts state in it are true**

7. **Conflicts.** To the extent that any terms in the Addendum conflict with the terms of the Agreement, the terms of this Addendum shall control and supersede such conflicting terms to the extent of such conflict.

**IN WITNESS WHEREOF**, the Parties have executed this Addendum on the day and year set forth below.

Insight Global, LLC :

**CITY OF ST. PETE BEACH:**

Signature: Lauren Charlesworth

Signature: \_\_\_\_\_

By: Lauren Charlesworth Warnecke

By: Frances Robustelli

Its: Portfolio Director

Its: City Manager

Date: 6/11/2025

Date: \_\_\_\_\_

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

ATTEST:

\_\_\_\_\_  
Ralf Brookes  
City Attorney

\_\_\_\_\_  
Renee Rose  
City Clerk

Original Agreement behind this sheet

**CITY OF ST. PETE BEACH, FLORIDA**  
**SERVICES AGREEMENT**

Business Analyst Consultant

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This is an Agreement (the "Agreement") entered into by and between the **CITY OF ST. PETE BEACH** (hereinafter "City") and Insight Global (hereinafter "Vendor"). The City and Vendor together shall be referred to as the "parties."

WHEREAS, City desires to purchase from Vendor the services described in this Agreement.

WHEREAS, Vendor is in the business of providing the services described herein, specifically temporary labor support services through a Contract Employee ("Contract Employee"). The Contract Employee shall be responsible for the duties of a Business Analyst, described in the Statement of Work ("SOW").

WHEREAS, this Agreement has been properly approved by the appropriate authority of the City and the Vendor.

NOW, THEREFORE, upon the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto hereby agree to the following:

1. Recitals. The foregoing recitals are true and correct, and incorporated herein by reference.
2. Public Records. Vendor shall abide by the legal requirements set forth in Florida Statutes, Section 119.0701 and incorporated herein as Exhibit A. **IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDORS' DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (City Clerk, City of St. Pete Beach, Florida, 727-363-9220, cityclerk@stpetebeach.org, 155 Corey Avenue, St. Pete Beach, Florida 33706).**
3. Employment Eligibility. The Vendor shall comply with all local, state and federal directives, orders and law as applicable to the contract. Beginning January 1, 2021, every public employer, contractor, and subcontractor shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees. A public employer, contractor, or subcontractor may not enter into a contract unless each party to the contract registers with and uses the E-Verify system under 448.095, Fla. Stat.
  - a. Vendor agrees to comply with all applicable portions of Fla. Stat. 448.095. Vendor must use the U.S. Department of Homeland Security's E-Verify System, <https://e-verify.uscis.gov/emp> to verify the employment eligibility of all employees hired on or after

January 1, 2021, during the term of this Agreement.

b. Subcontractors (i) Vendor shall also require all subcontractors performing work under this Agreement to use the E-Verify system for any employees they may hire during the term of this Agreement; (ii) Subcontractors shall provide Vendor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as defined by Fla. Stat. 448.095; (iii) Vendor shall provide a copy of such affidavit to the City upon receipt and shall maintain a copy for the duration of the Agreement.

c. Vendor must provide evidence of compliance with Fla. Stat. 448.095 by January 1, 2021. Evidence may consist of, but is not limited to, providing notices of Vendor's E-Verify number.

d. Failure to comply with this provision is a material breach of the Agreement, and the City may choose to terminate the Agreement at its sole discretion. Vendor may be liable for all costs associated with the City securing the same services, inclusive, but not limited to, higher costs for the same services and rebidding costs, if necessary. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If this agreement is terminated for a violation of the statute by the Vendor, the Vendor may not be awarded a public agreement for a period of one (1) year after date of termination.

4. Scope of Services. City hereby agrees to purchase, and Vendor hereby agrees to provide to City one or more Contract Employees to perform services as requested by City from time to time ("Services"). For each Contract Employee to be placed with City, the parties shall memorialize in writing the name, standard and overtime hourly billing rates, and starting date for such Contract Employee. Services may be amended or revised from time to time by City, and shall conform in all material respects to any performance specifications as required by City.

a. The Services to be performed by Vendor shall include the following: (1) recruiting, selecting, hiring, employing, and assigning personnel in compliance with applicable laws; (2) compensating personnel and providing the benefits that Vendor has available; (3) paying or withholding any payroll taxes and insurance premiums and fulfilling any employer's obligations for unemployment compensation; (4) providing any legally required workers' compensation benefits and coverage; (5) maintaining personnel and payroll records; (6) making legally required employment law disclosures; and (7) performing human resources administration and non-operational supervision with respect to Contract Employees.

b. City shall determine the methods, details, and means of performing the work to be performed by Contract Employees. Vendor shall have no right to, and shall not, control the manner or determine the method of accomplishing such work. City also shall be entitled to exercise a broad general power of supervision and control over the results of work performed by Contract Employees to ensure satisfactory performance and acceptable work product.

c. If City or its affiliates hires, employs, or otherwise engages (for example as an independent

contractor or through another staffing agency) any Contract Employee performing work for City under this Agreement, City shall pay Vendor a conversion fee (the "Conversion Fee") in an amount according to the schedule below of the relevant Contract Employee's annualized compensation:

| Conversion Fee Schedule |                                |
|-------------------------|--------------------------------|
| Length on assignment    | Conversion Fee percentage      |
| 0 – 60 days             | 25% of Annualized Compensation |
| 61 – 120 days           | 20% of Annualized Compensation |
| 121 – 180 days          | 15% of Annualized Compensation |
| 181+ days               | 10% of Annualized Compensation |

In such circumstances, Vendor will invoice City for the Conversion Fee upon the later of the (i) commencement of such Contract Employee's employment or engagement with City or (ii) the date Vendor becomes aware of such commencement, and City shall promptly pay the Conversion Fee to Vendor.

5. Completion Date. Vendor shall provide the Services, described above no later than 3/20/2026.

6. Term. This Agreement will remain in effect for a period of one (1) year from the Effective Date.

7. Effective date. The "Effective Date" of this Agreement shall be the date this Agreement has been executed by all parties.

8. Termination. This Agreement may be canceled by the City when:

- a. Sufficient funds are not available to continue its full and faithful performance to the Agreement.
- b. Sub-standard or non-performance of Agreement.
- c. The City wishes to terminate the Agreement at any time and for any reason, upon giving thirty (30) days prior written notice to the Vendor.

9. Fiscal Non-funding. If funds for the requested services described herein are not appropriated via the annual budget adoption process, the City reserves the right to cancel the Agreement immediately upon written notice to the Vendor.

10. Non-Exclusivity. Vendor acknowledges that the City may enter into agreements with other consultants or may have its own employees complete the work for services similar to the Services that are subject to this Agreement.

11. Compensation. Upon Vendor's satisfactory submission of a weekly invoice, City shall pay Vendor following thirty (30) days after received invoice, as per the hourly rate listed in the Statement of Work, as full consideration for Services provided in this Agreement. It is understood that the total purchase price of Services shall be less than \$25,000.00.

12. Insurance. To the extent that this Agreement requires Vendor to provide any services of any kind, Vendor and all of Vendor's subcontractors shall maintain public liability insurance in a combined single limit for bodily injury and property damage in the amount of not less than \$1,000,000.00, satisfactory to the City Manager, naming the City as an additional insured and providing coverage up through and including the final performance of any services provided herein. Vendor and all of Vendor's subcontractors shall maintain in full force and effect a policy of worker's compensation insurance for all of Vendor's employees in accordance with applicable state and federal law. Said insurance coverage shall include employer's liability with a single limit of \$100,000.00 per accident or occurrence. Vendor shall present City with a certificate for all the foregoing insurance, at the time of executing this Agreement and at such other times requested by the City.

The Vendor waives all rights against the City, its consultants, separate contractors, if any, and any of its subcontractors, agents and employees, for any and all damages caused to the extent covered by insurance described herein and obtained pursuant to this Section or other property insurance applicable to the services and product provided under this Agreement. The City shall require of the Vendor, Vendor's consultants, separate contractors, if any, and the subcontractors, sub-subcontractors, agents and employees of any of them, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The policies shall provide such waiver of subrogation by endorsement otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

In no event will either party to this Agreement be liable for incidental, consequential, punitive, indirect, or special damages, including, without limitation, interruption or loss of business, profit or goodwill. In no event shall Vendor's liability to City exceed the value of this Agreement in Section 11. Compensation, whether arising from an alleged breach of this Agreement, an alleged tort or any other cause of action. Notwithstanding the foregoing, this clause should apply only to the extent permitted by the Constitution and laws of the State of Florida, including Section 768.28, Fla. Stat.

13. Indemnification. In consideration of the payment of ten dollars as part of the compensation described herein, Vendor shall indemnify, defend and hold the City harmless for itself, its employees, agents and assigns, from and against any and all losses, claims, damages, suits, actions, or demands, including reasonable attorneys' fees, to the extent arising from the negligent acts or willful omissions during performance or non-performance of this Agreement, whether caused in part by the City or not.

14. Exhibits. The following Exhibits shall be attached, incorporated, and made a part of this Agreement:

- a. Amendment (Exhibit "A")
- Statement of Work ("Exhibit B")

15. Notices. All notices sent pursuant to this Agreement shall be given in writing via certified

mail or overnight courier and shall be delivered to the following addresses:

**As to Vendor:**

Insight Global  
201 North Tyron Street, Suite 2150  
Charlotte, NC 28202

**As to City:**

City Manager  
City of St. Pete Beach  
155 Corey Avenue  
St. Pete Beach, FL 33706

**With Copy To:**

Lauren.charlesworth@insightGlobal.com

**With Copy To:**

cityattorney@stpetebeach.org

16. Conflicts and Severability. . If any section, part of section, paragraph, clause, phrase, or word of this Agreement is declared invalid, the remaining provisions of this Agreement shall not be affected.

17. Amendments. This document and exhibits embody the entire Agreement of the parties. There are no promises, terms, conditions, or representations binding on either party hereto, other than those contained herein; and this document shall supersede all previous communications, representations, and/or agreements between the parties hereto, whether written or oral. This Agreement shall not be modified by any oral statement, communication, Agreement, course of conduct, or by anything other than a writing signed by the parties. This Agreement may be amended or modified only in writing signed by all parties hereto.

18. Jurisdiction, Venue, Attorney Fees. This Agreement shall be governed and construed according to the laws of Florida, and venue for any action arising herefrom shall be in Pinellas County, Florida. The prevailing party in any action to enforce or interpret this Agreement shall be entitled to reasonable attorney's fees incurred through all appellate proceedings.

19. Assignment. This Agreement shall be binding upon the parties, their successors, assigns, and legal representatives. Vendor shall not assign or otherwise transfer any of the rights or duties under this Agreement, without the express written consent of the City.

20. Counterparts. This Agreement may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one and the same instrument. Facsimile, documents executed, scanned and transmitted electronically and electronic signatures shall be deemed original signatures for purposes of this Agreement and all matters related thereto, with such facsimile, scanned and electronic signatures having the same legal effect as original signatures.

21. Authority. Vendor hereby acknowledges that the person executing this Agreement on behalf of Vendor has the full authority to do so and to bind Vendor to the terms hereof.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year set forth below.



Insight Global

DocuSigned by:  
Signature: Rin Palmer  
7C34623E678B47C...

By: Lauren Charlesworth Warnecke  
Rin Palmer

Its: Portfolio Director  
Sales Manager

Date: 4/21/2025 | 11:40 AM EDT

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:

Ralf Brookes  
Ralf Brookes  
City Attorney

City of St. Pete Beach:

Frances Robustelli  
Signature: Frances Robustelli (Apr 24, 2025 12:56 EDT)

By: Frances Robustelli

Its: City Manager

24/04/25  
Date: \_\_\_\_\_

ATTEST:

Ginny Bockin  
Ginny Bockin  
Acting City Clerk

**EXHIBIT "A"**

**CITY OF ST. PETE BEACH, FLORIDA**  
**STANDARD CONTRACT ADDENDUM**

**THIS STANDARD CONTRACT ADDENDUM** is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between the CITY OF ST. PETE BEACH, a Florida municipality, hereinafter referred to as the "City", and \_\_\_\_\_, hereinafter referred to as "Contractor", concerning that certain agreement dated the \_\_\_\_ day of August, 2024 ("Agreement") and titled \_\_\_\_\_.

**WITNESSETH:**

**WHEREAS**, Section 119.0701, Fla. Stat., requires that certain public agency contracts must include certain statutorily required provisions concerning the contractor's compliance for Florida's Public Records Act; and

**WHEREAS**, Section 768.28, Fla. Stat., sets forth certain mandatory limitations on indemnification and liability for Florida public agencies; and

**WHEREAS**, Florida law requires that public agency contracts be subject to non-appropriation and thereby contingent upon appropriation during the public agency's statutorily mandated annual budget approval process; and

**WHEREAS**, Section 448.095, Fla. Stat., imposes certain obligations on public agencies with regard to the use of the E-Verify system by their contractors and subcontractors; and

**WHEREAS**, Section 287.133 and 287.135, Fla. Stat., provides restrictions on local governments contracting with companies that are on certain Scrutinized Companies lists or convicted vendor list; and

**WHEREAS**, additional terms required by Sections 282.3185(5) and (6) Fla. Stat. related to data management and Section 287.05701 Fla. Stat. related to social government and corporate activism are also added by virtue of this Addendum; and

**WHEREAS**, Section 286.101, Florida Statutes contains a list of "foreign countries of concern" including, the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic, including any agency of or any other entity under significant control of such "foreign country of concern". Any entity that does business with a state agency or political subdivision must disclose certain of their dealings with those "foreign countries of concern" to the Florida Department of Financial Services; and

**WHEREAS**, Section 787.06(13), Fla. Stat. provides that when a contract is executed, renewed, or extended between a nongovernmental entity and a governmental entity, the

nongovernmental entity must provide the governmental entity with an affidavit signed by an officer or a representative of the nongovernmental entity under penalty of perjury attesting that the nongovernmental entity does not use coercion for labor or services as defined in such statute;

**NOW, THEREFORE**, in consideration of the covenants set forth herein, the parties agree to this addendum as follows:

**1. Amendment.** This Addendum hereby amends and supplements the terms of the Agreement. In the event of a conflict between the terms of the Agreement and terms of the Addendum, the terms of the Addendum shall prevail.

**2. Public Records Compliance.** Contractor agrees that, to the extent that it may "act on behalf" of the City within the meaning of Section 119.0701(1)(a), Florida Statutes in providing its services under this Agreement, it shall:

- (a) Keep and maintain public records required by the public agency to perform the service.
- (b) Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
- (d) Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.
- (e) Pursuant to Section 119.0701(2)(a), Fla. Stat., **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

**Ginny Bodkin**  
**Acting City Clerk/Public Records**  
**Custodian [cityclerk@stpetebeach.org](mailto:cityclerk@stpetebeach.org)**

**Phone: 727-363-9220**  
**155 Corey Avenue**  
**St. Pete Beach, FL 33706**  
**Fax: 727-541-8040**

**3. Public Records Compliance Indemnification.** Contractor agrees to indemnify and hold the City harmless against any and all claims, damage awards, and causes of action arising from the contractor's failure to comply with the public records disclosure requirements of Section 119.07(1), Florida Statutes, or by contractor's failure to maintain public records that are exempt or confidential and exempt from the public records disclosure requirements, including, but not limited to, any third party claims or awards for attorneys' fees and costs arising therefrom. Contractor authorizes the public agency to seek declaratory, injunctive, or other appropriate relief against Contractor in Pinellas County Circuit Court on an expedited basis to enforce the requirements of this section.

**4. Compliance/Consistency with Section 768.28, Fla. Stat.** Any indemnification or agreement to defend or hold harmless by City specified in the Agreement shall not be construed as a waiver of City's sovereign immunity, and shall be limited to such indemnification and liability limits consistent with the requirements of Section 768.28, Fla. Stat. and subject to the procedural requirements set forth therein. Any other purported indemnification by City in the Agreement in derogation hereof shall be void and of no force or effect.

**5. Non-appropriation.** City's performance and obligation to pay under this Agreement is contingent upon an appropriation during the City's annual budget approval process. If funds are not appropriated for a fiscal year, then the Contractor shall be notified as soon as is practical by memorandum from the City Manager or designee that funds have not been appropriated for continuation of the Agreement, and the Agreement shall expire at the end of the fiscal year for which funding has been appropriated. The termination of the Agreement at fiscal year end shall be without penalty or expense to the City subject to the City paying all invoices for services rendered during the period the Agreement was funded by appropriations.

**6. E-Verify Compliance.** By entering into this Agreement, the Contractor is obligated to comply with the provisions of Section 448.095, Fla. Stat. "Employment Eligibility," as amended from time to time. This includes but is not limited to register with and use the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit to Contractor attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. Contractor agrees to maintain a copy of such affidavit for the duration of this Agreement. Failure to comply with this paragraph will result in the termination of this Agreement as provided in Section 448.095, Fla. Stat., as amended and Contractor will not be awarded a public contract for at least one (1) year after the date on which the Agreement was terminated. Contractor will also be liable for any additional costs to the City as a result of the termination of this Agreement in accordance with this paragraph. Contractor affirmatively states, under penalty of perjury, that in accordance with Section 448.095, Fla. Stat., Contractor is registered with and uses the E-Verify system to verify the work authorization status of all newly hired employees, that in accordance with such statute, Contractor requires from each of its subcontractors an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, and that Contractor is otherwise in compliance with

Sections 448.09 and 448.095, Fla. Stat.

**7. Compliance/Consistency with Scrutinized Companies Provisions of Florida Statutes.** Section 287.135(2)(a), Fla. Stat., prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services of any amount if, at the time of contracting or renewal, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Fla. Stat., or is engaged in a boycott of Israel. Section 287.135(2)(b), Fla. Stat., further prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services over one million dollars (\$1,000,000) if, at the time of contracting or renewal, the company is on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, both created pursuant to section 215.473, Fla. Stat., or the company is engaged in business operations in Cuba or Syria. Contractor hereby certifies that Contractor is not listed on any of the following: (i) the Scrutinized Companies that Boycott Israel List, (ii) Scrutinized Companies with Activities in Sudan List, or (iii) the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. Contractor further hereby certifies that Contractor is not engaged in a boycott of Israel or engaged in business operations in Cuba or Syria. Contractor understands that pursuant to section 287.135, Fla. Stat., the submission of a false certification may subject Contractor to civil penalties, attorney's fees, and/or costs. Contractor further understands that any contract with City for goods or services of any amount may be terminated at the option of City if Contractor (i) is found to have submitted a false certification, (ii) has been placed on the Scrutinized Companies that Boycott Israel List, or (iii) is engaged in a boycott of Israel. And, in addition to the foregoing, if the amount of the contract is one million dollars (\$1,000,000) or more, the contract may be terminated at the option of City if the company is found to have submitted a false certification, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria.

**8. Disclosure Requirements for "Foreign Countries of Concern".** CONTRACTOR shall comply with the disclosure requirements set forth in Section 286.101 (3) (a), Fla. Stat., which requires "Any entity that applies to a state agency or political subdivision for a grant or proposes having a contract value of \$100,000 or more shall disclose to the state agency or political subdivision any current or prior interest of, any contract with, or any grant or gift received from a "foreign country of concern" if such interest, contract, grant or gift received from a "foreign country of concern" if such interest, contract, grant or gift has a value of \$50,000 or more and such interest existed at any time or such contract, grant or gift was received or in force at any time during the previous five (5) years. Such disclosure shall contain the name and mailing address of the disclosing entity, the amount of the gift or the value of the interest disclosed, the applicable "foreign country of concern" and, if applicable the date of termination of the contract or interest, the date of receipt of the grant or gift and the name of the agent or controlled entity that is the source or interest holder. Within one (1) year before applying for any grant or proposing any contract, such entity must provide a copy of such disclosure to the Department of Financial Services". Pursuant to Section 268.101(7), Fla. Stat.: "In addition to any fine assessed under [section 286.101(7)(a), F.S.], a final order determining a third or subsequent violation by an entity other than a state agency or political subdivision shall automatically disqualify the entity from eligibility for any grant or contract funded by a state agency or any political subdivision until such ineligibility is lifted by the Administration Commission for good cause."

**9. Venue and Jurisdiction.** Notwithstanding any of other provision to the contrary, this Agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the State of Florida, without reference to conflict of law principles. As a material condition of this Agreement, each Party hereby irrevocably and unconditionally: i) consents to submit and does submit to the jurisdiction of the Circuit Court in and for Pinellas County, Florida for any actions, suits or proceedings arising out of or relating to this Agreement. Both parties waive any right to file an action, suit or proceeding in Federal Court or remove any action, suit or proceeding to Federal Court.

**10. Attorneys' Fees and Costs.** Notwithstanding any of other provision to the contrary, if litigation ensues regarding this Agreement, each party hereto shall bear its own attorneys' fee and costs.

**11. Public Entities Crime or Convicted Vendor List.** Contractor agrees and assumes a continuous duty to disclose to the City if the Contractor or any of its affiliates as defined by Section 287.133(1)(a), Florida Statutes are placed on the Convicted Vendor List or the Antitrust Violator Vendor List maintained by the Florida Department of Management Services.

**12. Data Management; Notice of Breach.** Contractor shall cooperate with the City and provide timely incident reporting, response activities/fact gathering, public and agency notification, severity level assessment, after-action reports, etc., which the City must report in accordance with Sections 282.3185(5) & (6), Florida Statutes in the event of a data breach.

**13. Environmental and Social Government and Corporate Activism.** The City has not given preference or requested documentation from the Contractor based on Contractor's social, political or ideological interest. Contractor agrees to similarly not request documentation or give preference to any subcontractor based on the subcontractor's social, political or ideological interests.

**14. Taxes.** The City shall not be liable for any taxes and assessments imposed by a federal, state or local governmental agency to the extent that the City is exempt from same by Florida law, including but not limited to any sales or use tax.

**15. No coercion for labor or services.** The Contractor swears under penalty of perjury that the Contractor does not use coercion for labor or services as defined as follows:

"Coercion" means:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;

5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of Sec. 893.03, Fla. Stat. to any person for the purpose of exploitation of that person.

**16. Force Majeure.** The City reserves the right to suspend, modify or terminate this contract in the event of an act of god or act of man beyond the control of the parties, including but not limited to a hurricane, tropical storm, tornado, or other destructive weather event, flooding, pandemic, plague, war, armed conflict, domestic or foreign terrorism, riot, labor condition, state or federal governmental action, and catastrophic Internet disturbance, making performance inadvisable, economically impracticable, illegal, or impossible.

## EXHIBIT "B"

### Statement of Work To Services Agreement

This Statement of Work ("SOW") to the Services Agreement dated [Parent Contract Effective Date] ("Agreement") between Insight Global ("Vendor") and City of St. Pete Beach ("City"), will be governed by, and is an integral part of, the Agreement.

**Contract Employee Name:**

**Contract Employee Start Date:**

**Description of Work to be performed by Contract**

**Employee:**

**Bill Rate:**

**Straight Time:**

**Overtime:**

**Double Time:**

**Timesheet Method:**

Choose an item.

**Timesheet Approver Name:**

**Timesheet Approval Email Address:**

**Invoice Method:**

Choose an item.

**Invoice/AP Point of Contact Email Address:**

**Invoice/AP Point of Contact Email Address:**

**Is a Purchase Order (PO) Needed?**

Choose an item.

**PO Number:**

**PO Start Date**

**PO Expiration Date/ End Date**

**PO Funding Amount**

**PO Owner Name:**

**PO Owner Email Address:**

**VENDOR**

**CITY**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# Insight Global Agreement

Final Audit Report

2025-04-24

|                 |                                              |
|-----------------|----------------------------------------------|
| Created:        | 2025-04-24                                   |
| By:             | Rita Bishop (rbishop@stpetebeach.org)        |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAAE_CLf-nyCRWGNakXOVgdyZyqds28WA0L |

## "Insight Global Agreement" History

-  Document created by Rita Bishop (rbishop@stpetebeach.org)  
2025-04-24 - 3:49:24 PM GMT
-  Document emailed to Frances Robustelli (frobustelli@stpetebeach.org) for signature  
2025-04-24 - 3:49:31 PM GMT
-  Email viewed by Frances Robustelli (frobustelli@stpetebeach.org)  
2025-04-24 - 3:49:40 PM GMT
-  Document e-signed by Frances Robustelli (frobustelli@stpetebeach.org)  
Signature Date: 2025-04-24 - 4:56:51 PM GMT - Time Source: server
-  Agreement completed.  
2025-04-24 - 4:56:51 PM GMT

# Insight Global\_Business Analyst Consultant

Final Audit Report

2025-05-06

|                 |                                              |
|-----------------|----------------------------------------------|
| Created:        | 2025-05-01                                   |
| By:             | Ariana Wilson-Romo (awilson@stpetebeach.org) |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAAHiq8pjLeEBT-EJ62wLREroCtwNCCuCD6 |

## "Insight Global\_Business Analyst Consultant" History

-  Document created by Ariana Wilson-Romo (awilson@stpetebeach.org)  
2025-05-01 - 1:42:06 PM GMT
-  Document emailed to Ralf Brookes (ralfbrookes@gmail.com) for signature  
2025-05-01 - 1:42:22 PM GMT
-  Email viewed by Ralf Brookes (ralfbrookes@gmail.com)  
2025-05-06 - 12:40:09 PM GMT
-  Document e-signed by Ralf Brookes (ralfbrookes@gmail.com)  
Signature Date: 2025-05-06 - 12:40:30 PM GMT - Time Source: server
-  Agreement completed.  
2025-05-06 - 12:40:30 PM GMT

**CITY COMMISSION MEETING  
CITY OF ST. PETE BEACH  
COMMISSION CHAMBERS**

**Agenda Report**

**Agenda Title Name:** Facility Use Agreement with Pasadena Community Church for use of their facility for EOC

**Action Request:** Motion to authorize the Mayor to execute the Facility Use Agreement with Pasadena Community Church for use of their facility for EOC operations.

**Strategic Objective:** Disaster Planning

**Date:** June 24, 2025

**Prepared By:** Danielle Pineiro

**Through:** Jim Kilpatrick, Fire Chief

**Summary of Issue:** The City of St. Pete Beach in conjunction with the City of South Pasadena, and the City of Treasure Island currently utilize the Pasadena Community Church for Emergency Operations Center (EOC) functions when the City is evacuated due to hurricanes or like events.

**Funding:** There is no cost to request as the Pasadena Community Church offers the facility for free.

**Attachments:**

1. Facility Use Agreement Pasadena Community Church-St. Pete Beach
2. Addendum to Facility Use Agreement-Pasadena Community Church

## **FACILITY USE AGREEMENT**

This FACILITY USE AGREEMENT for the use of-the Life Enrichment Center (hereinafter the "LEC") located at 227 70<sup>th</sup> Street South, St. Petersburg, FL 33707 (hereinafter the "Agreement") by and between the City of St Pete Beach, Florida a Municipal Corporation, with its principal place of business located at 155 Corey Avenue, St. Pete Beach, Florida 33706 (hereinafter, "CITY"), and the Pasadena Community Church, a Florida Corporation, owner of the LEC, with its principal place of business located at 227 70<sup>th</sup> Street South, St. Petersburg, FL., 33707 (hereinafter, "CHURCH")(collectively the "Parties").

### **RECITALS**

**WHEREAS**, the CITY desires to use the LEC located on CHURCH property and facilities, more specifically described in the EOC Plan Document; and

**WHEREAS**, the CHURCH is agreeable to allowing the CITY to use said property and facilities; and

**WHEREAS**, it is desirable that the respective duties and responsibilities of the respective Parties be set forth in a written agreement; and

**NOW, THEREFORE**, the Parties, in consideration of the mutual covenants and agreements contained herein, agree as follows:

1. The recitals set forth in this Agreement are hereby adopted by reference and incorporated herein as if fully set forth in this section.
2. The CHURCH agrees to allow the CITY to use the LEC located at the CHURCH for the purpose of emergency operations in accordance with the terms of the "Support Center Plan" as defined below in the EOC Plan Document.
3. This Agreement shall be in effect from July 1, 2025 through June 30, 2030. The CITY and CHURCH may cancel this Agreement at will, without cause and in its sole discretion upon thirty (30) days written notice to the other party.
4. Prior to execution of this lease, the CITY agrees to submit a "Support Center Plan" to include such items as contact information; notification procedures; schedule for improvements; diagram identifying specific areas for use; and general operating procedures. The CITY agrees to meet with CHURCH representatives by May 1 each year to review the "Support Center Plan" and make the necessary adjustments as determined by the Parties.
5. To the extent permitted by law and without waiving its sovereign immunity, the CITY agrees to assume liability for and indemnify, hold harmless, and defend the CHURCH, its officers, employees, agents, and attorneys from and against all liability and expense, including reasonable attorney's fees, in connection with any and all claims, demands, damages, actions, causes of action, and suits in equity

of whatever kind or nature, including claims for personal injury, property damage, equitable relief, or loss of use, arising out of the execution, performance, nonperformance, or enforcement of this Agreement..

The obligations contained in this provision shall survive termination of this Agreement and shall not be limited by the amount of any insurance required to be obtained or maintained under this Agreement. Nothing contained in the foregoing indemnification shall be construed as a waiver of any immunity or limitation of liability the CITY may have under the doctrine of sovereign immunity or Section 768.28, Florida Statutes. Subject to the limitations set forth in this Section, the CITY shall assume control of the defense of any claim asserted by a third party against the CHURCH and, in connection of such defense, shall appoint lead counsel, in each case at the CITY's expense. The CHURCH shall have the right, at its option, to participate in the defense of any third party claim, without relieving the CITY of any of its obligations hereunder. If the CITY assumes control of the defense of any third party claim in accordance with this paragraph, the CITY shall obtain the prior written consent of the CHURCH before entering into any settlement of such claim. Notwithstanding anything to the contrary in this Section, the CITY shall not assume or maintain control of the defense of any third party claim, but shall pay the reasonable fees of counsel retained by the CHURCH and all reasonable and legitimate expenses, including experts' fees, if (i) an adverse determination with respect to the third party claim would, in the good faith judgment of the CHURCH, be detrimental in any material respect to the CHURCH's reputation; (ii) the third party claim seeks an injunction or equitable relief against the CHURCH; or (iii) the CITY has failed or is failing to prosecute or defend vigorously the third party claim. Each party shall cooperate, and cause its agents to cooperate, in the defense or prosecution of any third party claim and shall furnish or cause to be furnished such records and information, and attend such conferences, discovery proceedings, hearings, trials, or appeals, as may be reasonably requested in connection therewith.

5. The CITY agrees that it shall exercise reasonable care in the conduct of its activities in such facilities and further agrees to replace or reimburse the CHURCH for any foods or supplies that may be used by the CITY in the conduct of its activities at the LEC. The CITY further agrees to repair, replace, or reimburse the CHURCH for any damage to the property of the CHURCH caused by any act or omission by the CITY during its use of the property within sixty (60) days of the date it ceases use of the property. In the event the CITY fails to make such repair or replacement within sixty (60) days, the CHURCH may perform such repairs or replacement as it, in its sole discretion, determines necessary to return the LEC to the condition it was in prior to the CITY's occupation, normal wear and tear excepted. The CHURCH shall then provide the CITY with a detailed invoice setting forth the costs incurred in making the repairs or replacement and the CITY shall be obligated to pay the invoice within fifteen (15) days of delivery of the invoice.
6. The CITY at its expense shall keep in force during the term of this Agreement,

insurance from an insurance company licensed in the State of Florida. The required insurance shall be evidenced by a certificate of insurance which must be submitted to, and approved by, the CHURCH prior to the effective date of this Agreement. The CHURCH shall be named as an additional insured under the policy, and the CHURCH shall be provided with a 30 day notice in the event of cancellation, non-renewal or adverse change to the policy. The CITY shall provide, on forms no more restrictive than the latest edition of those filed by the Insurance Services Office, Comprehensive, General Liability Insurance with a minimum limit of **\$1,000,000** per occurrence combined single limit and aggregate of **\$2,000,000**.

7. This Agreement may not be assigned or transferred in any manner by the Parties without the written consent of the Parties.
8. This Agreement shall be binding upon the Parties hereto, their successors and assigns.
9. Any notice, demand, communication, or request required or permitted hereunder shall be in writing and delivered in person or sent by Federal-Express or by Certified Mail, postage prepaid as follows:  
  
As to CITY:                      City of St. Pete Beach  
                                         155 Corey Avenue  
                                         St. Pete Beach, Florida 33706  
                                         Attention: Wayne Saunders  
  
As to CHURCH:                      Pasadena Community Church  
                                         227 70th Street South  
                                         St. Petersburg, FL., 33707  
                                         Attention:  
  
10. All exhibits to this Agreement shall be deemed a part of and incorporated to this Agreement.
11. Any previously existing oral or written agreements between the Parties shall be terminated as of the date of this Agreement and shall be deemed to be hereinafter null and void and of no further force and effect whatsoever. This Agreement constitutes the entire agreement between the Parties hereto; it may only be modified or amended in writing signed by all Parties.
12. This Agreement shall be construed under the laws of the State of Florida, and venue for any actions arising out of this Agreement shall lie in Pinellas County, Florida. If any provision hereof, excluding paragraph 4, is in conflict with any applicable statute or rule, or is otherwise unenforceable, then such provision, excluding paragraph 4, shall be deemed null and void to the extent of such conflict, and shall be deemed severable, but shall not invalidate any other provision of this Agreement. If paragraph 4 is deemed unenforceable, then this Agreement shall

terminate immediately.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the day, month, and year set forth below.

CITY OF ST. PETE BEACH, FLORIDA

PASADENA COMMUNITY CHURCH

\_\_\_\_\_  
Maria Lowe, Mayor

\_\_\_\_\_  
Name, Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ADDENDUM TO  
FACILITY USE AGREEMENT**

**THIS ADDENDUM** ("Addendum") is made to that certain Facility Use Agreement ("Agreement") executed as of the 30th day of June 2025 by and between CITY OF ST. PETE BEACH ("City") and PASADENA COMMUNITY CHURCH ("Church") (collectively the "Parties").

The purpose of this addendum is to extend the term of the written Agreement. Specifically, the Parties agree that this Agreement shall be in effect through June 30, 2030.

This Addendum is attached to and made a part of the Agreement. In the event of any inconsistency between the terms of this Addendum and the printed, typewritten or handwritten terms of the Agreement, the terms of this Addendum shall control.

This Addendum may be executed by the Parties in counterpart originals with the same force and effect as if fully and simultaneously executed as a single original document. The Effective Date of this Addendum shall be the date this Addendum has been executed by all Parties.

**IN WITNESS WHEREOF**, the Parties have executed this Addendum on the day and year set forth below.

**PASADENA COMMUNITY CHURCH:**

**CITY OF ST. PETE BEACH:**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

By: \_\_\_\_\_

By: Alex Rey

Its: \_\_\_\_\_

Its: City Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**CITY COMMISSION MEETING  
CITY OF ST. PETE BEACH  
COMMISSION CHAMBERS**

**Agenda Report**

**Agenda Title Name:** Resolution 2025-17: A Resolution Authorizing a Memorandum of Agreement with FDOT

**Action Request:** Motion to approve Resolution 2025-17 and authorize the City Manager to execute the Highway Landscape Reimbursement and Maintenance Memorandum of Agreement Contract #03-25 with the Florida Department of Transportation (FDOT) in the amount of 186,340.00 for the installation of landscape improvements on State Road 699 (Gulf Blvd.) right-of-way from 75th Ave. to State Road 682 (Pinellas Bayway).

**Strategic Objective:** Internal Operations

**Date:** June 24, 2025

**Prepared By:** Camden Mills, Public Services Director

**Through:** Frances Robustelli, City Manager

**Summary of Issue:** The City has recently been presented with an opportunity to enter into a memorandum of agreement with the Florida Department of Transportation (FDOT) for landscaping improvements along the State Road 699 (Gulf Boulevard) right-of-way, from 75th Avenue to State Road 682 (Pinellas Bayway). This FDOT-funded initiative will help offset the cost of beautification efforts within the State-owned corridor, enhancing the appearance of one of the City's most visible and frequently traveled areas.

Landscaping along Gulf Boulevard plays a critical role in maintaining the City's coastal charm, supporting tourism, and improving the overall experience for residents and visitors alike. Approval of this agreement allows the City to pursue meaningful improvements while maximizing the use of external funding sources.

**Funding:** 6104-5700

**Attachments:**

1. Resolution for HLRMOA 03-25
2. HLRMOA #03-25\_CO St. Pete Beach
3. FY 25 HLRMOA Contract Package Ltr\_CO St.  
Pete Beach

**RESOLUTION 2025-**  

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH, FLORIDA, AUTHORIZING A CITY DESIGNEE TO ENTER INTO THE FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT SEVEN HIGHWAY LANDSCAPE REIMBURSEMENT AND MAINTENANCE MEMORANDUM OF AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Commission of the City of St. Pete Beach is looking to enhance the City's landscaping.

**WHEREAS**, the Florida Department of Transportation (FDOT) has funding available to assist with landscaping and maintenance.

**WHEREAS**, the funding will be used to landscape within the right of way of SR 699/Gulf Boulevard from 75th Avenue to SR 682/Pinellas Bayway.

**WHEREAS**, the amount of landscape reimbursement from FOOT is \$186,340.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH, THAT:**

SECTION 1. Recitals. The above recitals ("Whereas" clauses) are true and correct and adopted hereby as findings, purpose and intent of the City Commission.

SECTION 2. The City Commission hereby authorizes a City Designee to enter into the Florida Department of Transportation District Seven Highway Landscape Reimbursement and Maintenance Memorandum of Agreement.

SECTION 3. Effective Date. This resolution shall take effect immediately upon adoption.

**PASSED AND APPROVED BY THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH, FLORIDA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.**

CITY COMMISSION. CITY OF ST. PETE  
BEACH, FLORIDA.

\_\_\_\_\_  
Adrian Petrila, Mayor

ATTEST:

\_\_\_\_\_  
Renee Rose, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

\_\_\_\_\_  
City Attorney

DISTRICT SEVEN HIGHWAY LANDSCAPE REIMBURSEMENT  
AND MAINTENANCE MEMORANDUM OF AGREEMENT

THIS AGREEMENT, made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, a component agency of the State of Florida, (the "Department") and CITY OF ST. PETE BEACH, ("Agency").

WITNESSETH

WHEREAS, the Department owns State Road 699 (Gulf Blvd.) right-of-way from 75<sup>th</sup> Ave. (M.P. 0.109) to State Road 682 (Pinellas Bayway) (M.P. 2.510) Section No. 15100 000. FPID 456713-1-58-01; to the City limits of St. Pete Beach; in Pinellas County, Florida and

WHEREAS, the Agency seeks to beautify that portion of State Road 699 referenced above through the installation of landscape improvements which would enhance its aesthetic quality; and

WHEREAS, under F.P.I.D. 456713-1-58-01 the Department has allocated funds for a portion of the design and installation costs; and

WHEREAS, upon installation of such improvements, the Agency has agreed to maintain those improvements in accordance with the provisions below; and

WHEREAS, the Department is authorized pursuant to Section 334.044(7), Florida Statutes to enter into contracts and agreements for maintenance of roadside landscape improvements on the State Highway System; and

WHEREAS, the Agency has authorized its officers to execute this Agreement on its behalf,

NOW THEREFORE, for and in consideration of the mutual benefits that flow each to the other, the parties covenant and agree as follows:

1. SUBMITTALS

a. The Agency shall produce plans for, and install landscape improvements on, those areas of the State Road as depicted in the Landscape Plans and Specifications to be submitted in accordance with 1.b. below. All work conducted in connection with plans production and installation of improvements shall be referred to as the "Project".

b. Within one hundred and twenty (120) calendar days after execution of this Agreement, the Agency shall submit to the Department four copies of the Landscape Plans and Specifications to be attached as Exhibit A. This shall include:

1. A Maintenance Plan.
2. Maintenance of Traffic plan sheets.
3. Two (2) copies of the following documents are required:
  - a. The Project schedule.
  - b. Letters of no conflict from all utilities within the Project limits.
  - c. Project cost estimate.

Within fifteen (15) business days of the receipt of review comments by the Department, the Agency shall revise all documents required herein in accordance with the Department's comments and submit one (1) electronic copy of the revised documents for the Department's written approval. Within five (5) business days of receipt of Department approval, the Agency shall submit two (2) hard copies and one (1) electronic copy of the approved Plans and Specifications in 11" x 17" format to the Department. Failure to submit any of the required documents within the time periods specified may result in termination by the Department of this Agreement.

c. If any of the submittals of the Agency pursuant to Paragraph 1.b. are rejected by the Department and returned to the Agency for revisions, such documents must be approved and resubmitted to the Department not later than one hundred and eighty (180) calendar days following the execution of this Agreement. If such documents are not resubmitted as approved, the Department may terminate this Agreement.

d. All notices, demands, requests or other instruments shall be given by depositing the same in the U.S. Mail, postage prepaid, registered or certified with return receipt requested.

(1) If to the Department, address to District Maintenance Engineer, at Florida Department of Transportation, MS 7-1200, 11201 N. McKinley Drive, Tampa, Florida 33612-6456 or at such other address as the Department may from time to time designate by written notice to the Agency; and

(2) If to the Agency address to The City Manager; for THE CITY OF ST. BEACH, FL. 155 Corey Avenue, St. Pete Beach, FL 33706 or at such other address as the Agency from time to time designates by written notice to the Department.

All time limits provided hereunder shall run from the date of receipt of all such notices, demands, requests and other instruments.

## 2. INSTALLATION

a. The Agency shall not commence Project installation until the Department has issued a Notice to Proceed with Construction. Said Notice shall contain the Project completion date. The Agency shall notify the District Landscape Architect (DLA) and the Operations Center Engineer two (2) business days prior to commencing work on the Project site.

b. The Agency agrees to install or cause to be installed landscaping within the Project area as specified in the attached Landscape Plans and Specifications. The Agency shall not change or deviate from the plan(s) without the Department's prior written approval.

c. If the Agency desires to position vehicles, equipment, or personnel, or to perform installation and maintenance activities closer than fifteen (15) feet to the edge of pavement, or to close a traffic lane, Maintenance of Traffic shall be in accordance with the Project plans and the Department's Maintenance of Traffic Regulations. The Agency shall have a Worksite Traffic Supervisor certified in Advanced Maintenance of Traffic supervise the set up and operation of Maintenance of Traffic devices at the activity site. Prior to proceeding with installation and maintenance activities, the Agency shall provide the Department with the Worksite Traffic Supervisor's certification.

d. In the event that any portion of the Project is at any time determined by the Department to not be in conformance with all applicable laws, rules, procedures and guidelines of the Department, or is determined to be interfering with the safe and efficient operation of any transportation facility, or is otherwise determined to present a danger to public health, safety, or welfare, said portion shall be immediately brought into departmental compliance at the sole cost and expense of the Agency.

e. If the Agency fails to substantially complete Project installation by the completion date in the Notice to Proceed, the Department shall provide the Agency with written notice of its intent to terminate this Agreement. If the Agency fails to respond or take corrective action within the prescribed time period set forth in the notice, the Department may terminate the Agreement as provided for in Paragraph 6.b., including its obligation to reimburse any monies expended for the Project except for those portions of the Project already completed by the Agency and accepted by the Department.

f. Upon certification of completion by the Agency, inspection, and approval of the Project as substantially complete in writing by the DLA, the Project shall be subject to a ninety (90) calendar day establishment period. Work performed and costs incurred after final project approval are not eligible for reimbursement.

### 3. BILLING and PAYMENT

a. Upon completion of the ninety (90) calendar day establishment period and approval of the Project installation by the Department, the Agency shall, within one hundred and eighty (180) calendar days, furnish the Department with two (2) signed originals of its final and complete billing of all eligible costs incurred in connection with the Project. The invoice shall show the description and site of the Project; the date on which the first work was performed or the date on which the earliest billed expense was incurred; the date on which the last work was performed or the last item of billed expense was incurred; and the location where records and accounts billed can be audited.

b. The Department shall reimburse the Agency in an amount not to exceed One Hundred Eighty-Six Thousand Three Hundred Forty Dollars and No Cents (**\$186,340.00**) for all eligible expenditures for the professional design, inspection, and enforcement of the material and installation standards; and the purchase, installation, and establishment of plant material as identified in Exhibit "A". Reimbursement for design fees shall not exceed ten percent (10%) of the total reimbursement amount.

c. Payment shall be made to the Agency by the Department under the following conditions.

1. This Agreement has not been terminated pursuant to Paragraph 6. b.
2. The Agency agrees to complete the project on or before two (2) years from the date of the Agreement. If the Agency does not complete the project within this time period, any reimbursement for payment shall not be processed by the Department unless an extension of the time period is requested by the Agency and granted in writing by the Department
3. Written certification of the completion of the installation and acceptance by the Agency is provided to the Department.

4. The DLA has inspected the work and has issued a letter of final completion to the Agency noting that it has fully met with the terms and conditions of this Agreement.
5. After Department issuance of the Substantial Completion letter, the Agency shall provide the Department with two (2) hard copy sets and one (1) electronic copy of 11" x 17" format As-Built drawings.

#### 4. STANDARD FINANCIAL PROVISIONS

a. The Department agrees to compensate the Agency for services described in Exhibit A. The Method of Compensation is described in Section 3, "Billing and Payment".

b. The Agency shall provide quantifiable, measurable and verifiable units of deliverables. Each deliverable must specify the required minimum level of service to be performed and the criteria for evaluating successful completion. The Project, and its quantifiable, measurable and verifiable units of deliverables are described more fully in Exhibit A.

c. Invoice Summaries shall be submitted by the Agency in detail sufficient for a proper pre-audit and post audit based on the quantifiable, measurable and verifiable units of deliverables as established in Exhibit A. Deliverables must be received and accepted in writing by the Department's DLA prior to payments. There shall be no reimbursement for travel expenses under this Agreement.

d. Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the Chief Financial Officer of the State of Florida under *Chapters 215 and 216, F.S.* If the Department determines that the performance of the Agency is unsatisfactory, the Department shall notify the Agency of the deficiency to be corrected, which correction shall be made within a time frame to be specified by the Department. The Agency shall, within five (5) business days after notice from the Department, provide the Department with a corrective action plan describing how the Agency will address all issues of Agreement non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverable deficiencies, or Agreement non-compliance. Payment shall not be made to the Agency until the goods and services have been received and proof of payment or other backup documentation as requested is provided to the Department. The Project must be completed (goods and services received and approved by the Agency) no later than \_\_\_\_\_.

The Agency providing goods and services to the Department should be aware of the following time frames. Inspection and approval of goods or services should take no longer than five (5) business days. The Department has twenty (20) calendar days to deliver a request for payment (voucher) to the Department of Financial Services. The twenty (20) calendar days are measured from the date the Invoice Summary is received.

If a payment is not available within forty (40) calendar days, a separate interest penalty at a rate as established pursuant to Section 55.03 (1), F.S., will be due and payable, in addition to the Invoice Summary amount, to the Agency. Interest penalties of less than one dollar (\$1.00) will not be enforced unless the Agency requests payment.



Invoice Summaries that have to be returned to the Agency because of Agency preparation errors will result in a delay of the payment. The Invoice Summary payment requirements do not start until a properly completed Invoice Summary is provided to the Department.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for the Agency who may be experiencing problems in obtaining timely payment(s) from the Department. The Vendor Ombudsman may be contacted at (850) 413-5516.

f. Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request by the Department at all times during the period of this Agreement and for five (5) years after final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the Agency's general accounting records and project records, together with supporting documents and records, of the contractor and all subcontractors performing work on the project, and all other records of the contractor and subcontractors considered necessary by the Department for a proper audit of costs.

g. In the event this contract is for services in excess of \$25,000.00 and a term for a period of more than one (1) year, the provisions of *Section 339.135 (6) (a), F.S.*, are hereby incorporated:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the Comptroller of the Department that such funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding one year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts which are for an amount in excess of \$25,000.00 and which have a term for a period of more than one year."

h. The Department's obligation to pay is contingent upon an annual appropriation by the Florida Legislature.

i. The Agency agrees to comply with *Section 20.055 (5), F.S.*, and to incorporate in all subcontracts the obligation to comply with *Section 20.055 (5), F.S.*

## 5. MAINTENANCE

a. At such time as the Department issues a Notice to Proceed with Project installation and until such time as the Project is removed pursuant to Paragraphs 5. f. and 6. a., the Agency shall maintain the Project in a reasonable manner and with due care in accordance with Project standards. Specifically, the Agency agrees to:

- (1) remove litter from all landscaped areas of the Project;
- (2) remove fallen palm fronds, fallen fruit and flower stalks and fallen twigs and limbs from all landscaped areas of the Project;
- (3) water and fertilize all plants;
- (4) mulch all plant beds;
- (5) keep plants as free as practicable from disease and harmful insects;
- (6) weed the Project premises routinely;
- (7) mow and/or cut grass within the areas delineated by the landscape plans;
- (8) prune all plants, specifically remove all dead or diseased parts of plants and prune of all parts of plants that present a visibility hazard to those using the roadway;
- (9) replace, or at the Agency's option, remove all dead or diseased plants or other parts of the Project that have fallen below Project standards. Replace with plants of substantially the same grade, size and specification as originally provided for in the plans and specifications, unless otherwise authorized by the Department; and
- (10) perform routine maintenance as prescribed by the manufacturer of any Project irrigation system; and
- (11) trim, alter, relocate or remove landscaping as needed for any future Intelligent Transportation System (ITS).

b. Maintenance of the Project shall be subject to periodic inspections by the Department. In the event that any of the aforementioned responsibilities are not carried out or are otherwise determined by the Department not to be in conformance with the applicable Project standards, the Department may terminate the Agreement in accordance with Paragraph 6.b.

c. The Operations Center Engineer shall be notified two (2) business days in advance of commencing any scheduled construction or maintenance activities. Emergency repairs shall be performed without delay and the Operations Center Engineer notified immediately. The Operations Center Engineer with responsibility for the roadway within this Project is located at 5211 Ulmerton Road, Clearwater, FL 33760-4006 Telephone 727-575-8300.

d. Prior to any Project construction or reconstruction activity, the Agency shall submit plans to the Department for review and approval of the proposed work. Additionally, such plans shall be submitted to all utilities with facilities within the limits of work for their review and comment. The Agency shall resolve any conflicts and/or concerns raised by the utilities prior to commencement of such activities. Work shall not start until the Department has issued a Design Approval and Notice to Proceed with Construction letter to the Agency. Prior to commencing any field activity on this Project, the Agency shall notify all the utilities of their work schedule enabling facilities to be field located and marked to avoid damage.

e. The Department will require the Agency to cease operations and remove all personnel and equipment from the Department's right-of-way if any actions on the part of the Agency or representatives of the Agency violate the conditions or intent of this agreement as determined by the Department.

f. It is understood between the parties hereto that any or all of the Project may be removed, relocated, or adjusted at any time in the future as determined to be necessary by the Department in order that the adjacent state road be widened, altered, or otherwise changed to meet with the future criteria or planning of the Department. The Agency shall be given notice regarding such removal, relocation, or adjustment

and shall be allowed sixty (60) calendar days to remove all or part of the Project at its own cost. The Agency will own that part of the Project it removes. After the sixty (60) calendar day's removal period, the Department may remove, relocate, or adjust the Project as it deems best. Wherever the Agency removes improvements pursuant to this agreement, the Agency shall restore the surface of the affected portion of the Project premises to the same safe and trafficable condition as it was before installation of such improvements.

g. The Agency covenants to appropriate in its annual budget, for each Fiscal Year, non-ad valorem funds lawfully available to satisfy its maintenance responsibilities under this Agreement. This covenant does not create any lien upon, or pledge of, such non-ad valorem funds, nor does it preclude the Agency from pledging such funds in the future, or from levying and collecting any particular non-ad valorem funds.

## 6. TERMINATION

a. The term of this Agreement shall be for a period of ten (10) years commencing on the date of execution of the Agreement, with ten (10) year renewal options. The Department shall send the Agency an expiration notice six (6) months prior to each ten (10) year expiration date. Any renewal must be agreed upon by both parties in writing ninety (90) calendar days prior to the expiration of the existing agreement

In the event that the Agency elects to not renew the Agreement, then the Agency shall, at its sole expense, be responsible for the removal of the Project and shall restore the Project Highway to a safe and trafficable condition prior to expiration of the Agreement.

b. The Agreement may be terminated by the Department if the Agency, following fifteen (15) calendar days' written notice, fails to perform its duties under this Agreement.

c. The Department reserves the right to unilaterally cancel the Agreement for refusal by the contractor or Agency to allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, F.S. and made or received in conjunction with this Agreement.

d. Within sixty (60) calendar days following a notice to terminate pursuant to Paragraph 6.b., if the Department requests, the City shall remove the Project and restore the Project premises to the same safe condition existing prior to installation of the Project. If the Department does not request such restoration or terminates this Agreement pursuant to Paragraph 6.b., the Department may complete, remove, relocate or adjust the Project as it deems best.

## 7. CLAIMS

a. The Agency and Department agree to be fully responsible for their own acts of negligence, or their respective agents' acts of negligence, when acting within the scope of their employment and agree to be liable for any damages resulting from said negligence. Nothing herein is intended to serve as a waiver of sovereign immunity by either the Agency or Department beyond that provided in § 768.28, Florida Statutes. Nothing herein shall be construed as consent by the Agency or Department to be sued by third parties in any manner arising out of this Agreement.

b. When either party receives notice of a claim for damages that may have been caused by the other party in the performance of services required under this Agreement, that party shall immediately forward the claim to the other party. Each party shall evaluate the claim and report its findings to each other within fourteen (14) business days and jointly discuss options in defending the claim. A party's failure to promptly notify the other of a claim shall not act as a waiver of any right herein.

## 8. GENERAL

a. The Department's District Secretary or his designee shall decide all questions, difficulties, and disputes of any nature whatsoever that may arise under or by reason of this Agreement the prosecution, or fulfillment of the service hereunder and the character, quality, amount, and value thereof; and his decision upon all claims, questions, and disputes shall be final and conclusive upon the parties hereto.

b. E-Verify:

1. The Agency shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Agency during the term of this Agreement; and
2. The Agency shall expressly require any subcontractors performing work or providing services to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employee eligibility of all new employees hired by the subcontractor during this Agreement's term.

c. This Agreement embodies the entire Agreement and understanding between the parties hereto and there are no other agreements or understandings, oral or written, with reference to the subject matter hereof that are not merged herein and superseded hereby. This Agreement may not be assigned or transferred by the Agency in whole or in part without written consent of the Department.

d. If any provision of the Agreement is held invalid, the remainder of this Agreement shall not be affected thereby if such remainder would then continue to conform to the terms and requirements of applicable law.

e. This Agreement, regardless of where executed, shall be governed by and construed according to the Laws of the State of Florida.

SIGNATURES APPEAR ON THE FOLLOWING PAGE  
REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF ST. PETE BEACH  
a municipal corporation of  
the State of Florida

By: \_\_\_\_\_  
Frances Robustelli  
City Manager

Attest: \_\_\_\_\_  
City Clerk (SEAL)

Legal Review:

\_\_\_\_\_

STATE OF FLORIDA  
DEPARTMENT OF TRANSPORTATION

By: \_\_\_\_\_  
Francis Lewis, P.E.  
Director of Transportation Operations  
District Seven

Attest: \_\_\_\_\_  
Executive Secretary (SEAL)

Legal Review:

\_\_\_\_\_



*Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

11201 N. McKinley Drive  
Tampa, FL 33612-6456

JARED W. PERDUE, P.E.  
SECRETARY

May 23, 2025

Ms. Frances Robustelli  
City of St. Pete Beach, City Manager  
155 Corey Avenue  
St. Pete Beach, FL 33706

RE: Highway Landscape Reimbursement Memorandum of Agreement Contract Package

Dear Ms. Robustelli,

It is my pleasure to send you this Highway Landscape Reimbursement Memorandum of Agreement Contract Package for the City's landscape installation within the right of way of SR 699/Gulf Boulevard from 75<sup>th</sup> Avenue to SR 682/Pinellas Bayway (FPID 456713-1-58-01); Estimated Cost – \$186,340.

As noted in the 20 June 2024 letter to the City, agencies are required to enter into a maintenance agreement with the Department in the form of a Highway Landscape Reimbursement Memorandum of Agreement (HLRMOA) which shall govern the required maintenance of the installed landscape project.

Please submit by certified mail all three (3) copies of the enclosed HLRMOA executed in original ink along with one (1) hard copy of the HLRMOA's corresponding Resolution within thirty (30) calendar days from receipt of this letter for funding of the referenced landscape project. Return all documents to my attention at:

Florida Department of Transportation  
11201 N. McKinley Drive, MS 7-800  
Tampa, FL. 33612-6456

If you have any questions, please contact me at (813) 975-6130 or via e-mail at [emilyvette.degaetano@dot.state.fl.us](mailto:emilyvette.degaetano@dot.state.fl.us).

Sincerely,

*E.A. DeGaetano*

Emilyvette DeGaetano, PLA  
District Seven Landscape Architect - GEC

EAD/ead

cc: A. Urbonas, M. Lenhart, A. Montjoy, M. L. Godfrey, File