

CITY OF FORT LAUDERDALE  
OUTDOOR EVENT APPLICATION

Application must be filled out completely!

Please submit by EMAIL at least 60 days ahead of your planned event.

The application will be reviewed by our administrative staff to determine the following criteria:

- Facility requested
- Compliance with City ordinances
- Special permits required
- Charges your organization will incur when City assistance and/or services are required
- Security requirements
- Environmental issues/effects on surrounding areas

Event name: Flagler Fusion Block Party

\_\_\_\_\_

Purpose of event (check one): Fundraiser Awareness  Recreation  
 Other \_\_\_\_\_

Requested location: NE 6th Street/Sistrunk & NE 3rd Avenue

\_\_\_\_\_

\_\_\_\_\_

Estimated daily attendance: ~1000

Requested dates and time of event:

END	DATE	DAY	BEGIN
EVENT DAY 1:	Sept. 20th, 2014		
5	AM/PM	11	AM/PM

EVENT DAY 2: \_\_\_\_\_

\_\_\_\_\_AM/PM \_\_\_\_\_AM/PM

EVENT DAY 3: \_\_\_\_\_

\_\_\_\_\_AM/PM \_\_\_\_\_AM/PM

SETUP: \_\_\_\_\_ (Setup Between 12pm - 5pm)  
12 AM/PM

BREAKDOWN: (Breakdown Between 11pm - 2am)

11 AM/PM

Has this event been held in the past? \_\_\_\_\_ Yes  No

If yes, please list past dates and locations:

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

**Detailed** event description (include activities, entertainment, vendors, etc.):

\_\_\_\_\_  
Flagler Village Farm & Pete Feldman Park Showcase & Events, Live Music  
Food Vendors, Creative Arts Installations  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organization name:

Flagler Village Civic Association (aka 'FVCA')  
\_\_\_\_\_

Address: PO Box 2452, Ft. Lauderdale, FL 33303 City, State, Zip:

\_\_\_\_\_

Phone: 754-800-9765 Fax:

\_\_\_\_\_

Corporation name:

Flagler Village Civic Association, Inc.

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(as it appears in articles of incorporation)

Date of incorporation: July 21st, 2005 State incorporated in: FL  
Federal ID #: 42-1675522

Two authorizing officials for the organization:

President: Dylan Lagi Phone: 754-800-9765

Secretary: Yvonne Sanandres Phone: 754-800-9765

Event Coordinator: Atlantic Studios, Christian Gaidry Will you  
be on-site?  Yes  No

Title: President & Owner Phone: 954-785-7475  
Cell: \_\_\_\_\_

E-mail address: cgaidry@atlanticstudios.com  
Fax: \_\_\_\_\_

Additional Contact: Jasmine Rosario Will you  
be on-site?  Yes  No

FVCA Sustainability Committee Co-chair  
Title: \_\_\_\_\_ Phone: 954-851-4380  
Cell: \_\_\_\_\_

E-mail address: uhuru4uhuru@gmail.com  
Fax: \_\_\_\_\_

Event production company (if other than applicant): Atlantic Studios

Address: PO Box 671012, Coral Springs, FL 33067 City, State, Zip: \_\_\_\_\_

Contact person: Christian Gaidry Title: President & Owner

Phone: (day) 954-785-7475 (night) \_\_\_\_\_  
(cell) \_\_\_\_\_

E-mail address: cgaidry@atlanticstudios.com

Fax: \_\_\_\_\_

Are you planning to charge admission? \_\_\_\_\_ Yes  
 No  
If yes, how much? \$ \_\_\_\_\_

Are you requesting to fence the event? \_\_\_\_\_ Yes  
 No

Are you planning on having any type of concession? \_\_\_\_\_ Yes  
 No  
If yes, State Health Dept. must be notified 10 days prior to event. Call John Litscher at 954-632-8094.

Are you planning on selling alcoholic beverages? \_\_\_\_\_ Yes  
 No  
If yes, how will the beverages be served? (Draft truck, cold plate, mini-bar, beer tub, table service, etc.)  
\_\_\_\_\_  
\_\_\_\_\_

Are you planning on serving free alcoholic beverages? \_\_\_\_\_  Yes  
\_\_\_\_\_  No

If yes, to whom will it be given?

21 yrs. or older adult attendees w/ verified ID & issued wrist bracelet

Individual cans & draft half keg via servers.

Are you planning to have any type of amusement rides? \_\_\_\_\_ Yes  
 No

If yes, name of company:  
\_\_\_\_\_

What type of rides are you planning?  
\_\_\_\_\_

(All rides must be approved by the State of Florida Bureau of Fair Rides and all permits must be secured prior to opening. Contact Ron Jacobs at (850) 921-1530.

Are you planning to play or have music?  X  Yes  
No

If yes, what music format(s) will be used? (amplified, acoustic, recorded, live, disc jockey, etc):

Live, Recorded

---

List the type of equipment you will use (speakers, amplifier, drums, etc):

Live - Mics / Cabling / Soundboard, Musical Instruments, Speakers

Recorded - Speakers

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No Will you use any type of soundproofing equipment?   Yes

List the days and times music will be played:

Saturday, Sep-20 • 5pm - 11pm

How close is the event to the nearest residence?

Solé Condominiums (The President of their HOA is part of the FVCA and will be involved in this.)

Will your event require road closings?  X  Yes  
No

If yes, list requested streets and times in **detail**:  
 12pm - 2am (5 hrs. total setup, 3 hrs. total breakdown)

Load <http://j.mp/flagler-fusion-block-party> and view the Layout & Area Section

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Contact FTL Neighbor Support (954-828-5213) for any further information needed on road closure/detours.

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**\*\*\*\*PLEASE NOTE\*\*\*\*** You are required to secure barricades and/or directional traffic signs for road closings. Please attach a layout of your traffic plan, including the placement and number of barricades, signs, directional arrows, cones, and message boards, as well as the name of the company you will be using. Your traffic plan must be approved by the Police Dept. which may terminate any event occurring without the proper use of barricades.

Will your road closings affect access to parking spaces or parking lots?

X  Yes   No

**\*\*\*\*PLEASE NOTE\*\*\*\*** All road closings which result in loss of revenue from inaccessible parking spaces will be billed to the event organizer and must be paid in full before the event. Please call Dee Paris at 828-3771. **Note: This is**

**very minor, will still call Dee Paris.**

Will any recyclable materials be utilized at this event?  X  Yes  
No

(Materials that can be recycled include all clean paper, cardboard, glass, plastic drink containers, aluminum cans, and milk or juice boxes.) Please refrain from the use of Styrofoam plates and cups.

Who will provide clean up services for garbage and recyclables?  
Volunteers (GYR) & Custodial Vendor

Contact Name: Chad Scott Phone: 954-275-1563

**\*\*\*\*NOTE\*\*\*\*** All grounds must be cleaned up **immediately** after completion of event. Recycling should be done at all City facilities and parks. Recycling may be provided by your organization, a private company or in some cases by the City of Fort Lauderdale. You are responsible for securing recycling services. Contact Janet Townsend at [HYPERLINK "mailto:Jtownsend@fortlauderdale.gov" Jtownsend@fortlauderdale.gov](#) or (954) 828-5956.

Will you require electricity?   Yes  X  No  
Events requiring electricity are the responsibility of the applicant. All permits must be obtained through the City's Department of Sustainable Development Building Services Division at (954) 828-5191 before setting up.

Company: \_\_\_\_\_ License #: \_\_\_\_\_

Name of electrician: \_\_\_\_\_ Phone: \_\_\_\_\_

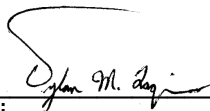
The information I have provided on this application is true and complete to the best of my knowledge.

Before receiving final approval from the City Commission, I understand that I (and the production company, if applicable) must furnish an original certificate of General Liability insurance naming the City of Fort Lauderdale as additionally insured in the amount of at least one million dollars (\$1,000,000) or greater as deemed satisfactory by the City Risk Manager, and an original certificate of liquor liability insurance in the amount of \$500,000 if alcohol is being served.

I understand that a Parks and Recreation sponsored activity has precedence over the above schedule and I will be notified if any conflicts arise.

I understand that the City of Fort Lauderdale Police Department will determine all security requirements and that EMS is required by City Ordinance to be onsite during all outdoor events.

I understand that the City has a noise ordinance. If at any time during the event it is determined by law enforcement personnel, code enforcement personnel, parks and recreation personnel, or any other city representative that the entertainment or music is causing a noise disturbance, I will be directed to lower the volume to an acceptable level as determined by City staff. If a second noise disturbance arises during the event, I may be directed to shut down the music or entertainment for the remainder of the event. I agree to abide by all provisions of the noise control ordinance and understand that my failure to do so may result in a civil citation, a physical arrest, or the shutting down of the event.



\_\_\_\_\_  
Dylan M. Lagi

Name of applicant

Title - President, FVCA

\_\_\_\_\_  
Jun-9-2014  
Date

Please **email** completed application at least 60 days ahead of your planned event to:

[jmeehan@fortlauderdale.gov](mailto:jmeehan@fortlauderdale.gov)

Please mail the application fee (payable to the City of Fort Lauderdale) to:

Jeff Meehan, Outdoor Event Coordinator  
1350 W. Broward Boulevard, Fort Lauderdale, FL 33312  
Phone: (954) 828-6075 Fax: (954) 828-5650

**Please include the following with the application:**

**\* Event site plan – including stage(s), other entertainment locations, activities, booths, restrooms, canopies, dumpsters, fencing, generators, etc.**

**\* Traffic/detour plan - including the placement and number of barricades, signs, directional arrows, cones, message boards, and name of the barricade and/or traffic signs company being used.**

**PREVENTION**

1. Are you planning to have canopies (no sides) for this event? \_\_\_ Yes

No

How many and what sizes?

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Name of Company:

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\_\_\_\_\_ A building permit is required. Please contact Capt. Bruce Strandhagen at 954-828-5080.

Are you planning to have tents (with sides) for this event? \_\_\_ Yes

No

How many and what sizes?

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Name of Company:

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\_\_\_\_\_ A building permit, exit signs, emergency lights, fire extinguishers, and "No Smoking" signs are required for tents. A fire watch at overtime rate may apply. Contact Capt. Bruce Strandhagen at 954-828-5080.

**\*\*\*\*PLEASE NOTE\*\*\*\*** All permits required by the Florida Building Code must be obtained through the Building Department (including but not limited to electrical, structural, plumbing). Contact the Department of Sustainable Development Building Services Division at 954-828-6520.

3. Are you planning to have fireworks? \_\_\_ Yes  No

Name of company conducting the show:

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A permit is required for all pyrotechnics displays. Contact Capt. Wendy D'Agostino at 954-828-5884.

4. Are you having food vendors?  Yes \_\_\_ No

How many and what kind?

25-30 food trucks & food cart vendors

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\_\_\_\_\_



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**A fire extinguisher is required for each food booth. If a propane tank is used for a fuel source, it must be secured on the outside of the booth. A Fire inspection is required for all food booths. If the inspection is during non-working hours the cost will be \$75 per hour.**

**OPERATIONS/EMS**

Special Event Detail Guidelines:

- \* One rescue unit/cart for 500 to 5,000 people in attendance (sustained attendance)
- \* Two rescue units/carts for 5,000 to 10,000 people in attendance (sustained attendance)
- \* One more rescue unit/cart per 5,000 additional people
- \* One command person if two or more rescue units/carts are required

The number of rescue units and paramedics is determined according to attendance and other risk factors.

1. Does your event require EMS medical standby services based on the guidelines above? YES X NO \_\_\_\_\_

2. What is your estimated sustained attendance? 1000

3. On-site contact? NAME Amanda Weiner  
PHONE 954-914-2868

A minimum of 4 hours will be charged for all special event details. 45 minutes will be added to the pre and post event times (totaling 1.5 hours), allowing for travel and preparation for the event.

1. Does your event require use of police vehicles? Yes X  
No \_\_\_\_\_

If yes, A Hold-Harmless Agreement must be signed and Liability coverage of a minimum of **ONE MILLION DOLLARS** must be provided.

2. Is this a new or previously held event?

New

Previous \_\_\_\_\_

If yes, Previous date(s)?

—

3. Any established security, traffic, or other appropriate plan(s)? Yes X  
No \_\_\_\_\_

If yes, besides Fort Lauderdale Police, who will you be using for this plan?  
(private security company, volunteers, etc.)

\_\_\_\_\_

4. Do you have an established detail of off-duty officers? Yes \_\_\_\_\_  
No X

If yes, who is your Police department contact?

\_\_\_\_\_

5. Any notable entertainers or special circumstances scheduled for your event?  
Yes \_\_\_\_\_  
No X

Who/What?

—

6. Is there alcohol being sold or given away?  
Yes X No \_\_\_\_\_

7. Are there any road closures required? Yes X  
No \_\_\_\_\_

If so what roads/intersections?

NE 7th Street & NE 3rd Ave

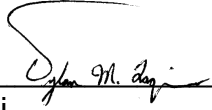
NE 5th Street & NE 3rd Ave

NE 2nd Avenue & NE 6th Street/Sistrunk Blvd

NE 4th Avenue & NE 6th Street/Sistrunk Blvd

8. What is your estimated attendance? 1000

I understand the off duty rate for Police personnel for ALL special events is calculated at a 3-hour minimum rate. I also understand there is a 24 hour cancellation requirement to avoid the 3 hour minimum payment per officer. The hourly rate and costs to be incurred by the event organizer will be quoted on the City of Ft. Lauderdale Special Events "Cost Estimate" worksheet developed at the Special Events logistics meeting and provided to the organizer. All payments will be paid within two (2) weeks of the payroll being submitted.



Dylan M. Lagi  
Name

Date Jun-9-2014

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**Fee must accompany application**

Application received:

At least 60 days prior to event \$100.00

59 to 30 days prior to event \$150.00

29 to 14 days prior to event \$200.00

14 to 7 days prior to event \$250.00\*

Less than 7 days prior to event \$300.00\*

\*Must be approved by City Manager or designee

# Flagler Fusion Block Party

<http://j.mp/flagler-fusion-block-party>

## Contents

[Background](#)

[Layout & Area](#)

[Partners](#)

[Emphasis](#)

[Activities](#)

[Promotion](#)

**Present Status**  
*Awaiting FTL-based services details*

**FLAGLER FUSION**  
**—BLOCK PARTY—**



**Date:** *Saturday, Sept. 20th, 2014*  
**Time:** *5pm - 11pm ET*  
**Location:** [3rd Ave. & 6th St.](#)

## Background

As discussed at the May 2014 FVCA meeting via the Dining & Entertainment committee update section, a Neighborhood Community Awareness party/event for the neighborhood is being looked into. A neat & timely event & venue to be considered would be to do a block party on the asphalt pavers intersection of [NE 6th St./Sistrunk & NE 3rd Ave.](#) via FTL Neighbor Support roadblock/detour assistance. This part of the Flagler Village neighborhood & the NWPFH CRA is something quite timely to showcase, with this kind of a block party event occurring here properly executing this.

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## Layout & Area

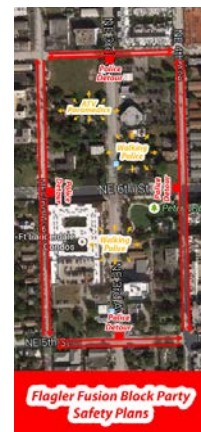
### *Aerial Map Layouts/Sections*



[Exhibit A1](#)

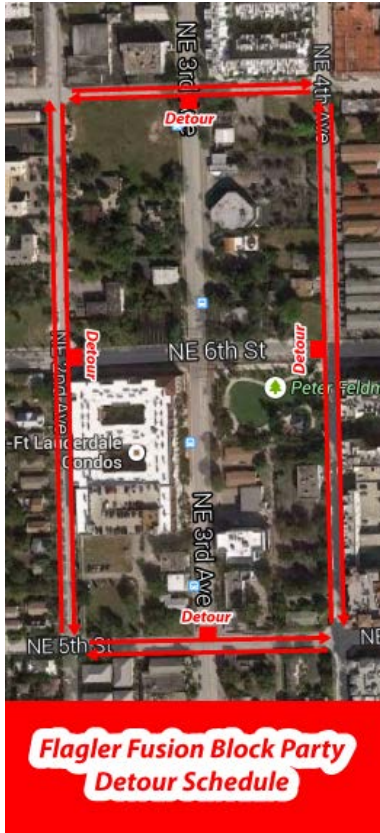


[Exhibit A2](#)



[Exhibit A3](#)

## Street Detour Schedule



[Exhibit B](#)

### • 4 Detour Spots

1. [NE 7th Street & NE 3rd Ave](#)
2. [NE 5th Street & NE 3rd Ave](#)
3. [NE 2nd Avenue & NE 6th Street/Sistrunk Blvd](#)
4. [NE 4th Avenue & NE 6th Street/Sistrunk Blvd](#)

### • BCT Bus stops re-route within blocked off area

1. NB: 2 qty.
2. SB: 2 qty.

### • Affected open/used establishments within blocked off area

1. [Circle-T Food Store](#) - Business (Revenue Loss to note)
2. [528 NE 3rd Ave Duplexes](#) - Alternate 4th Ave access
3. [Solé Condominiums](#) - Alternate (main) 2nd Ave access

## Parking & Trolley



[Exhibit C](#)

### Main Parking

- Sears Town Parking Lots

### Vendor Parking

- FTL Chamber of Commerce Lot

### Trolley

- Sun Trolley/TBD

## Partners

Confirmed?	Partner	Name & Contacts	Purpose/Function
Y	 <p><b>FLAGLER VILLAGE</b> THE NEIGHBORHOOD, DOWNTOWN, CIVIC ASSOCIATION</p>	<p><b>FVCA</b></p> <p>Dylan Lagi - President <a href="mailto:fvca.ftl@gmail.com">fvca.ftl@gmail.com</a> • 754-800-9765</p> <p>Jasmine Rosario - Green (Chair), DE Cmtes <a href="mailto:uhuru4uhuru@gmail.com">uhuru4uhuru@gmail.com</a> • 954-851-4380</p>	<ul style="list-style-type: none"> <li>• Booth Spot</li> <li>• Neighborhood Rep</li> <li>• FVCA Organizer</li> </ul>
Y		<p><b>Atlantic Studios</b></p> <p>Christian Gaidry <a href="mailto:cgaidry@atlanticstudios.com">Email</a> • 954-785-7475</p> <p>Amanda Weiner <a href="mailto:aw Weiner@atlanticstudios.com">Email</a> • 954-914-2868</p>	<ul style="list-style-type: none"> <li>• Event Coordinator</li> <li>• Primary Organizer</li> </ul>
Y		<p><b>FTL NPF CRA</b></p> <p>Al Battle - Director <a href="mailto:albattle@ftlcracra.com">Email</a> • 954-828-8952/4514</p> <p>Thomasina Turner - Project Coordinator <a href="mailto:tturner@ftlcracra.com">Email</a> • 954-828-8953</p>	<ul style="list-style-type: none"> <li>• Booth Spot</li> <li>• Featured/Celebrated Work</li> </ul>
Y		<p><b>Flagler Village Farm</b></p> <p>Jasmine Rosario - Marketing Director &amp; Farm Consultant <a href="mailto:csa@flaglervillagefarm.com">csa@flaglervillagefarm.com</a> • 954-851-4380</p>	<ul style="list-style-type: none"> <li>• Booth Spot/FV Farm</li> <li>• Info/Promo - Urban Farm</li> </ul>
Y		<p><b>Flagler Village Community Garden</b></p> <p>Chad Scott - President <a href="mailto:info@flaglergarden.org">info@flaglergarden.org</a> • 954-275-1563</p>	<ul style="list-style-type: none"> <li>• Booth Spot/Garden (down street)</li> <li>• Info/Promo - Urban Garden</li> </ul>
Y		<p><b>FTL Parks &amp; Rec</b></p> <p>Jeffrey Meehan - Events Coordinator <a href="mailto:jmeehan@ftlpr.com">Email</a> • 954-828-6075</p> <p><a href="#">Submitted Application</a></p>	<ul style="list-style-type: none"> <li>• Booth Spot/Feldman Park</li> <li>• Park Activities</li> <li>• Parks &amp; Rec Trailer</li> <li>• Trash, Recycling Bins (GYR)</li> </ul>
Y		<p><b>FTL Neighbor Support</b></p> <p>Ryan Henderson - Sr. Fellow Asst. <a href="mailto:ryanhenderson@cityofftlauderdale.com">Email</a> • 954-828-5213</p> <p><a href="#">Submitted Application</a></p>	<ul style="list-style-type: none"> <li>• Booth Spot</li> <li>• Street detours organizing</li> </ul>

# Emphasis

## Themes & Branding

- Main Impression
  - Community Awareness & Celebration of Flagler Village Progress via this area of the neighborhood
- Themes:
  - Flagler Village & FTL Green, Creative Arts, Dining/Entertainment, Recreation Promotion
  - FTL CRA Improvement via Public-Private Partnerships
  - FTL Parks & Rec Events/Promotion
  - Neighborhood fellowship & engagement

## City Specific

- **Large Scale:** A large-scale event in this area of the neighborhood has not taken place for some time now (last one I believe was in 2010 for the Feldman Park dedication) - excellent timing to do it here with the recent developments/progress
- CRA Promotion: Promote CRA work as the CRA assisted Intersection/Asphalt Pavers, Feldman Park, Solé Condos, etc... are right there at this intersection
- FTL Parks & Rec Promotion: Use Feldman Park to promote FTL Parks & Rec causes
- FTL City Public/Private Gov't Partnerships Promotion: An excellent example of private/public partnerships
- FTL Neighbor Support Promotion/Explanation: Booth setup to detail FTL Neighbor Support
- Pedestrian/Walkable Example: Open space, furthering efforts of making Flagler Village pedestrian friendly.

## FV Neighborhood Specific

- **Green Promotion:** Promote Green activity/efforts via Flagler Village Farm - A Farmer's Market-type vendor gathering takes place during this time
- **Green Promotion:** Promote Green activity/efforts via Feldman Park (NW corner section especially)
- **Green Promotion:** Promote Green activity/efforts via FVCG Park down street (breaking ground planned in July)
- **Creative Arts** Promotion: Doing this in Flagler Village w/ local artists encourages Creative Arts efforts of the neighborhood + more traffic/people for all venues in Flagler Village.
- **All ages event:** Event activities will be planned to include kid friendly items (ie.: face painting, bouncehouse, water blast pad) on up.
- **Attraction:** This event will introduce all kinds of new people to the neighborhood.

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# Activities

- **Shopping:** Green Market, Artist / Crafters Booths, Small & Local Business Booths
- **Information:** Informational Booths (Primary Partners, Sponsors, etc.)
- **Stage Area:** Live Music & Guest Speakers
- **Food & Beverages:** Food Trucks serving prepared foods & beverages, Free beer teaser
- **Children's Activities:** Open Playground in the park, Face painting, Balloon art, Scavenger Hunt, Water Activity Zone, Fire Truck Tours, FLPD cop car tours
- **All Ages Activities:** Pet Rescue / Adoption, Henna Tattoos, Raffle Contests, DIY Garden Activities, Communal Lawn / Blanket Area
- **Farm Tours:** Free walk throughs and information through Flagler Village Farm
- **Connectivity:** Instagram "#flaglerfusion" photo share

- **Interactive Art:** Live, urban art community project
- **Photobooth:** Photobooth area with props
- **Live Artists:** Artist demonstrations and live painting

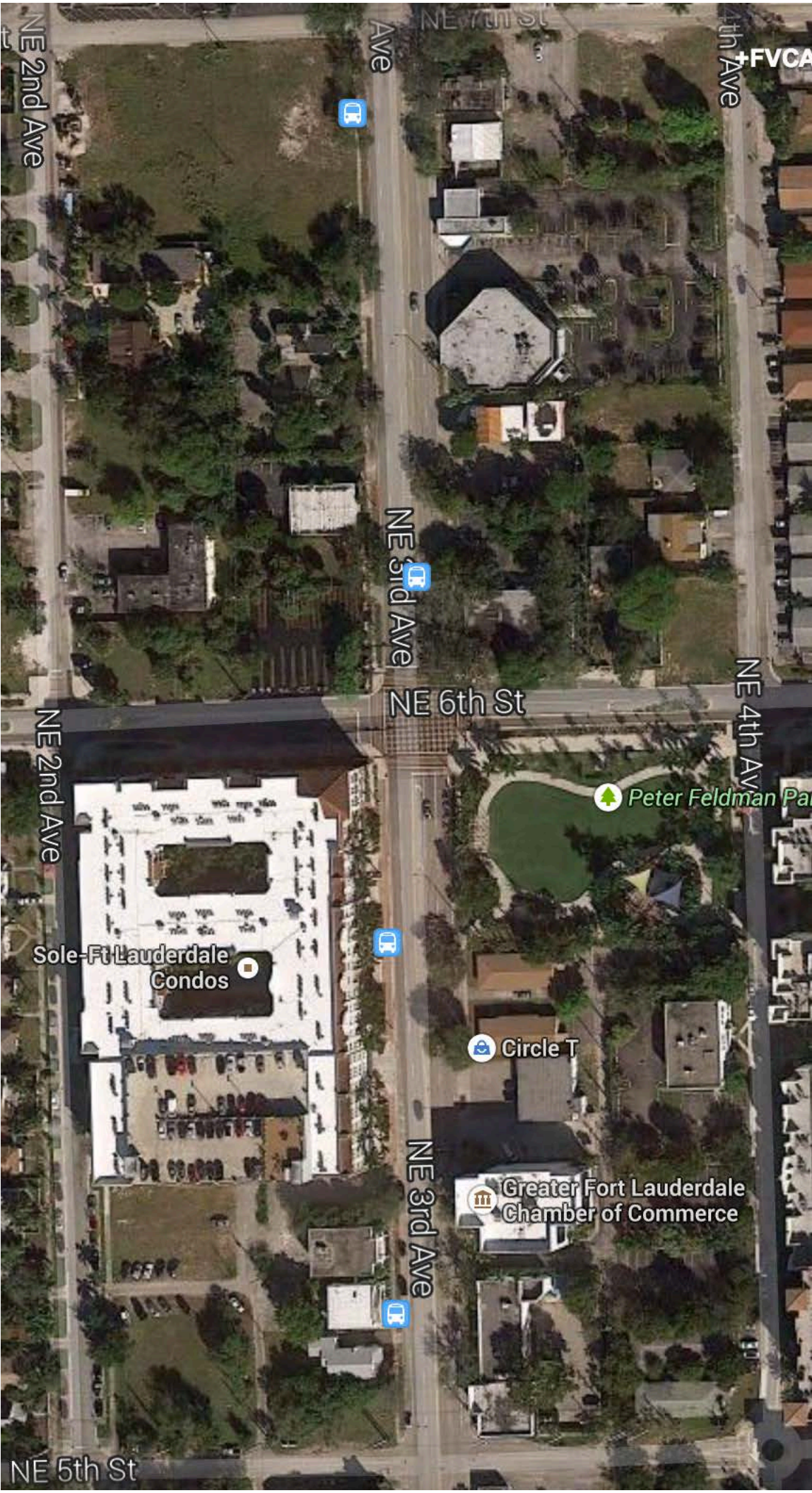
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## Promotion

- **Print**
  - Flyers (10-20k)
  - Posters (50)
  - Banners (Around Town)
  - Electronic Sign on days leading up
  - Street Team Flyer Distribution
- **Media**
  - Press Release Distribution
  - Newspaper Ads
  - Calendar Listings
  - Newsletter Blasts
  - Building Newsletters
  - Local Mag Writeups
  - Website (City, Neighborhood, Partners, Vendors, Sponsors)
- **Social Media**
  - Facebook Ads
  - Facebook Event Page
  - Instagram: #flaglerfusion
  - Twitter: #flaglerfusion
- **Event Day Promotions**
  - Photographer (Video, Still, Drone/Chopper)
  - Set-up Signage (Entrance signs, Connectivity signs, etc.)
  - Sign Spinner
  - Branded Bracelets (for ID approved alcohol consumption identification)
  - Promotional Giveaways (i.e. Pins, Magnets...)

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4th Ave + FVCA

NE 7th St

Ave

NE 2nd Ave

NE 4th Ave

NE 3rd Ave

NE 6th St

NE 2nd Ave

Peter Feldman Park

Sole-Ft Lauderdale Condos

Circle T

Greater Fort Lauderdale Chamber of Commerce

NE 3rd Ave

NE 5th St

# FLAGLER FUSION EVENT LAYOUT

INFO BOOTH

FLAGLER FARM

- Farm Tours
- Farm Info

VENDOR BOOTHS

DIY ACTIVITY

INTERACTIVE AREA

- Live Artists
- Activities

BEER ZONE

FIRE TRUCK TOUR

FOOD TRUCKS

FELDMAN LAWN

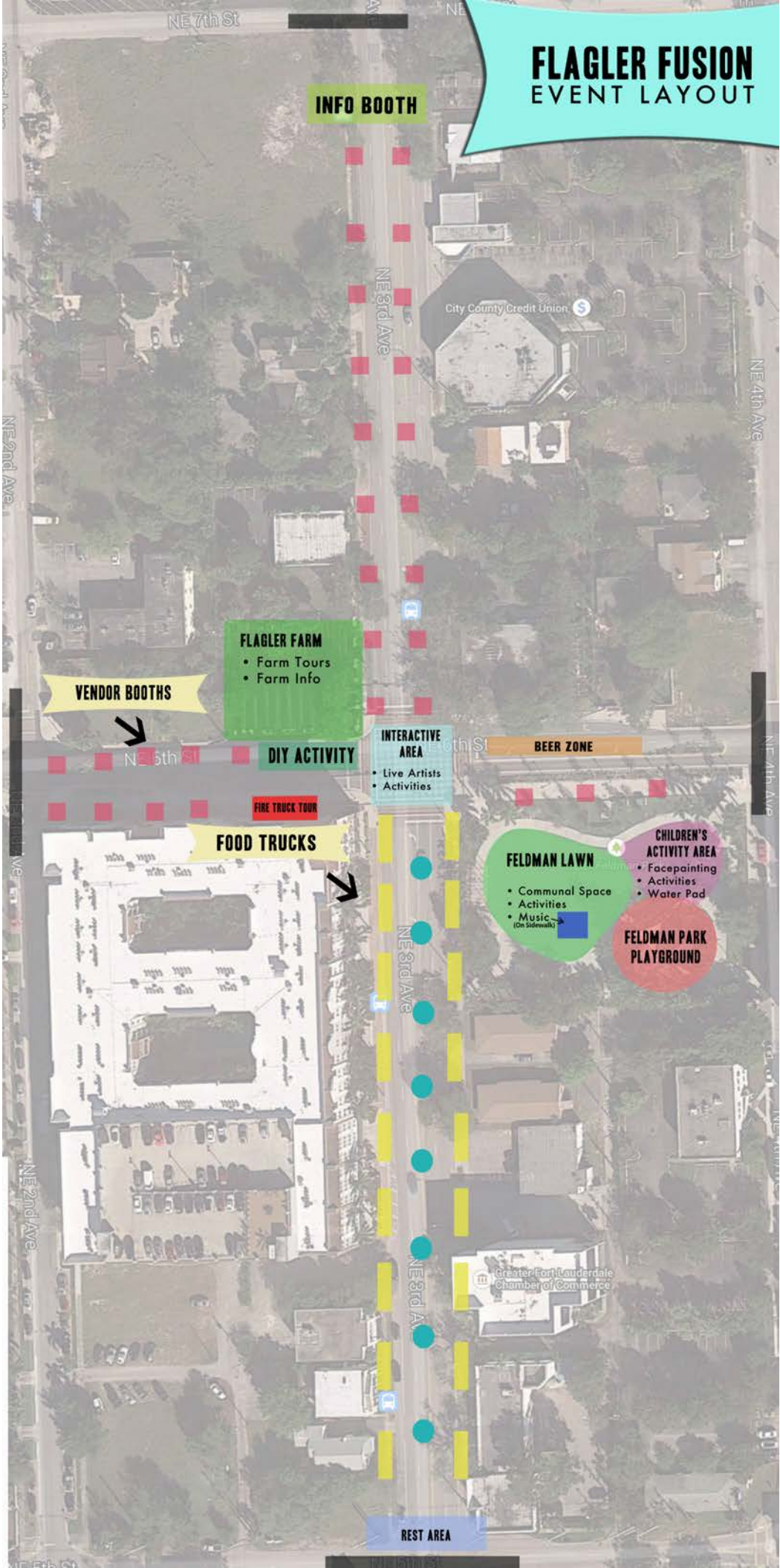
- Communal Space
- Activities
- Music (On Sidewalk)

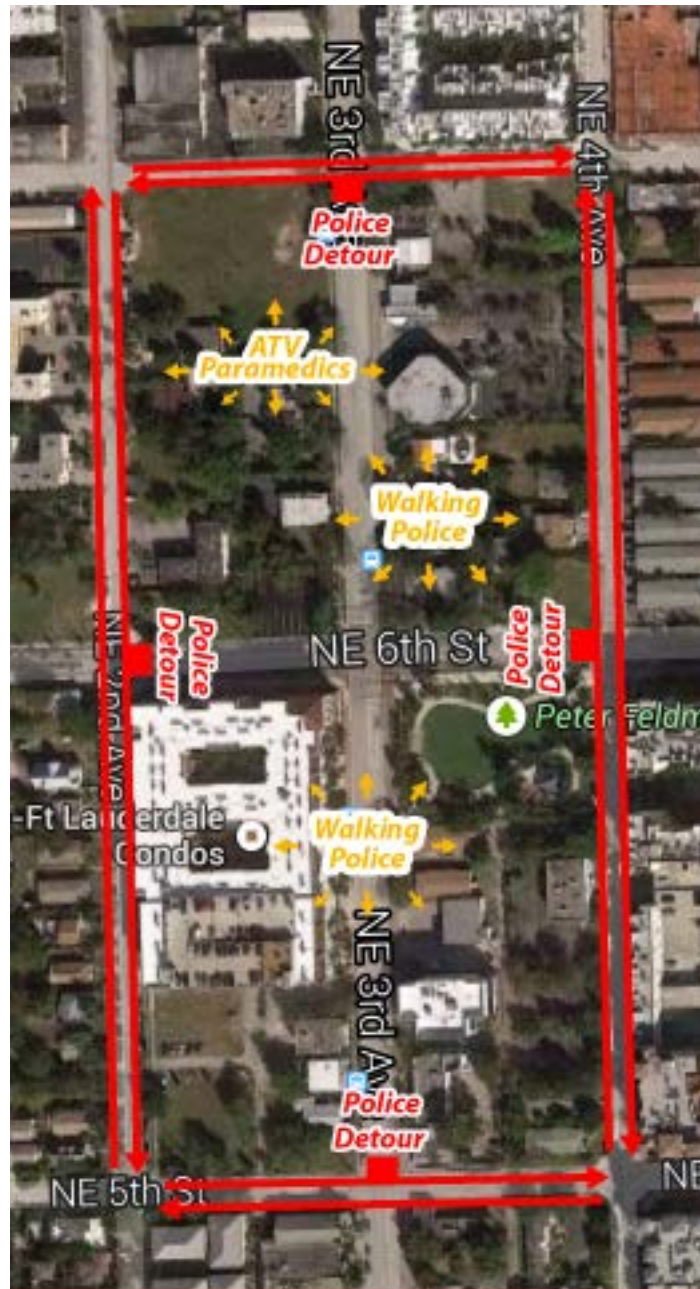
CHILDREN'S  
ACTIVITY AREA

- Facepainting
- Activities
- Water Pad

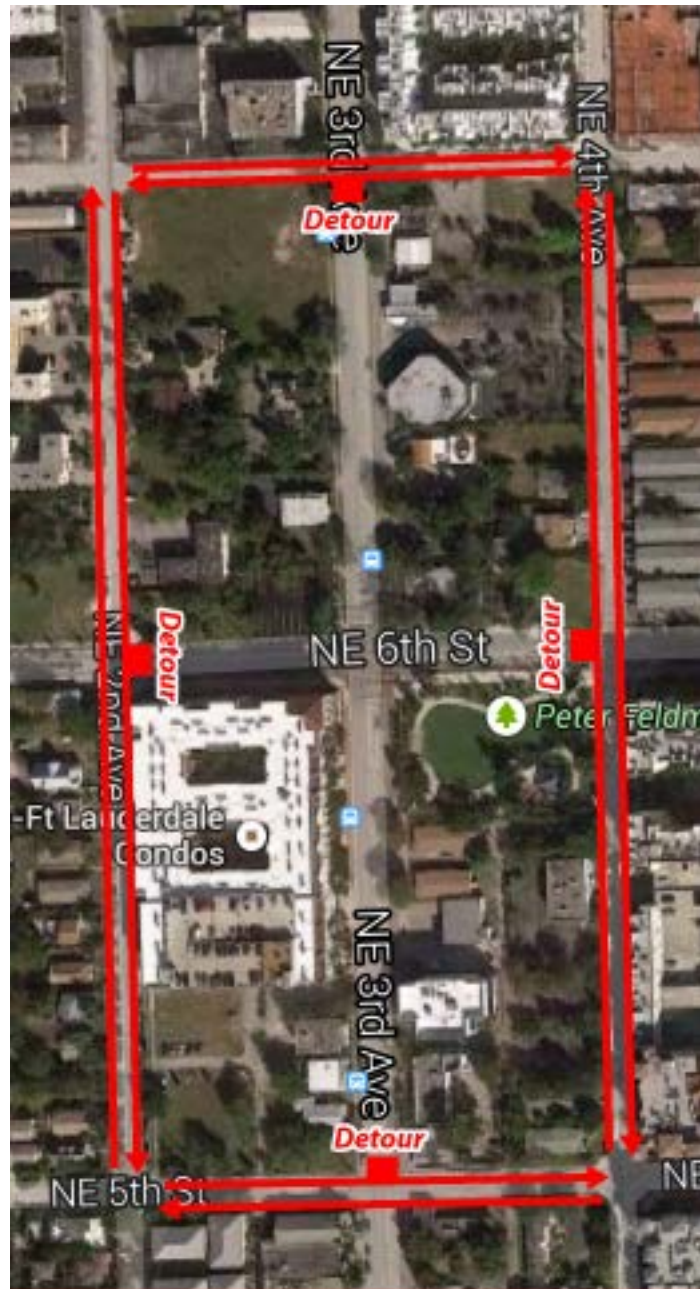
FELDMAN PARK  
PLAYGROUND

REST AREA

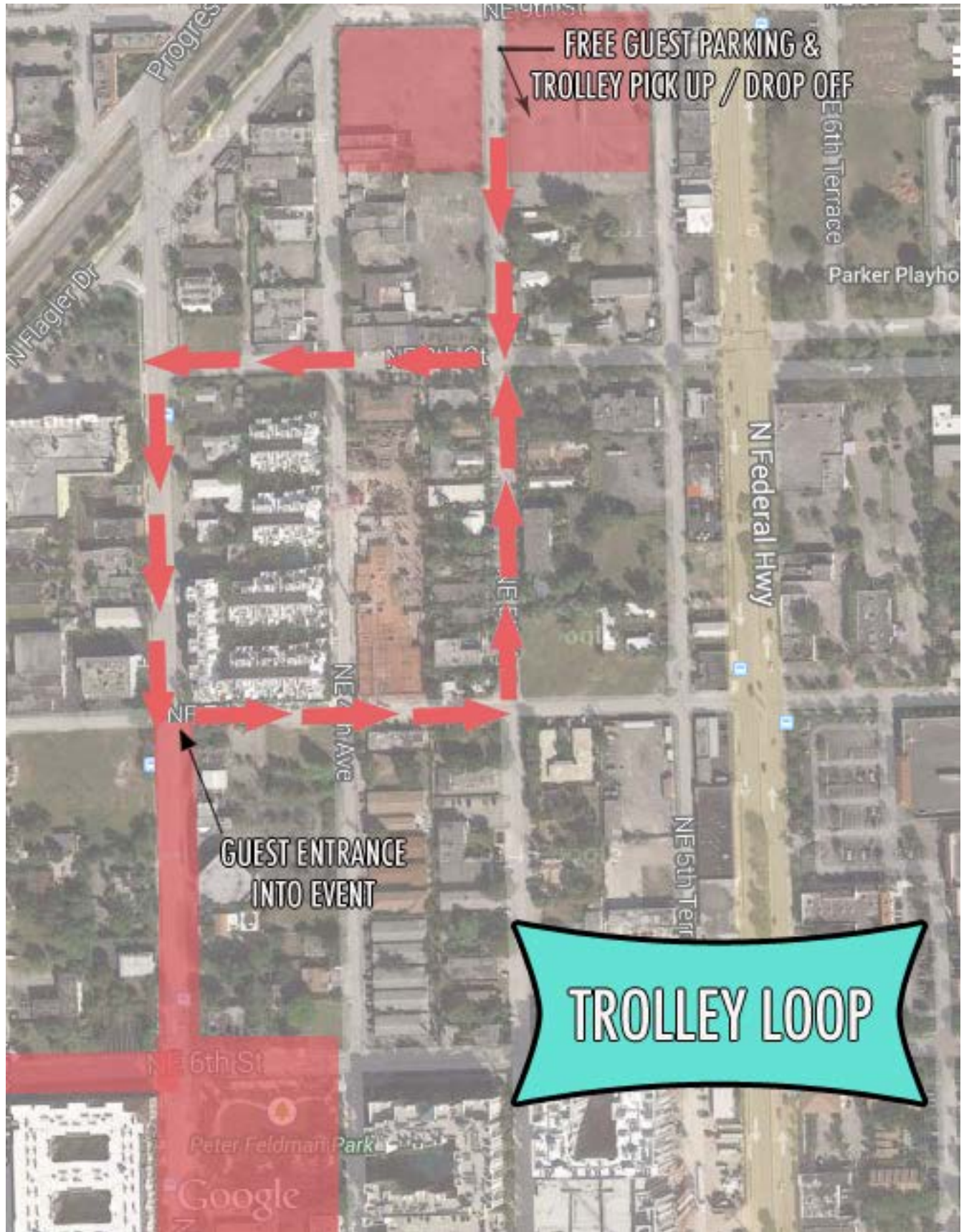




**Flagler Fusion Block Party  
Safety Plans**



**Flagler Fusion Block Party  
Detour Schedule**



FREE GUEST PARKING &  
TROLLEY PICK UP / DROP OFF

GUEST ENTRANCE  
INTO EVENT

**TROLLEY LOOP**