CITY OF FORT LAUDERDALE

OUTDOOR EVENT AGREEMENT

THIS AGREEMENT is made by and between:

CITY OF FORT LAUDERDALE, a municipal corporation of the State of Florida, referred to hereinafter as "City",

and

BOCARATON.COM, INC., a profit corporation organized under the laws of Florida, whose principal place of business is 33 SE 7th Street, Suite L, Boca Raton, Florida 33432 and who is referred to hereinafter as "Applicant" or "Sponsor"..

WHEREAS, the Applicant wishes to hold an outdoor event and has submitted an application pursuant to the requirements of Section 15-182 of the Code of Ordinances of the City of Fort Lauderdale, Florida; and

WHEREAS, the Applicant is willing to obtain the requisite insurance, and is willing to indemnify and hold harmless the City of Fort Lauderdale for any damage to persons or property that might occur during or as a result of the outdoor event; and

WHEREAS, on February 5, 2013, by Motion, the City Commission of the City of Fort Lauderdale authorized the proper City officials to execute this Agreement.

NOW, THEREFORE, in consideration of the mutual promises made herein, the parties agree as follows:

The foregoing recitals are true and correct, and:

1. Effective Date.

The Effective Date of this Agreement is the date upon which City Commission approval is granted.

2. Outdoor Event.

The Applicant is permitted to operate or sponsor the GALT MILE WINE & FOOD FESTIVAL (referred to hereinafter as the "Event") outdoors only at the location(s) and time(s) set forth in the attached Outdoor Event Agreement Schedule One, which is attached hereto and made a part hereof.

3. General Requirements.

- (1) If the Event includes use of fireworks, in advance of the Event the Applicant shall obtain a fireworks permit from the City's Fire Department. The Applicant shall comply with all applicable state laws regarding the use of fireworks.
- (2) The Applicant shall provide sanitary facilities of the type and in a sufficient number specified by the requirements established by the City's Department of Sustainable Development.
- (3) The Applicant shall coordinate with the City's Department of Sustainable Development who will schedule appropriate City staff to conduct electrical inspections of all electrical facilities whether power is supplied by local utilities or is self-provided by generator systems. The Applicant shall permit the City staff to conduct electrical inspections of all electrical facilities.
- (4) If the Event includes the sale or distribution of any food or beverages, the Applicant shall comply with all applicable state, county and City health code requirements.
- (5) If the Event includes use of tents, awnings, or canopies, in advance of the Event the Applicant shall submit current flameproof certificates to the City's Fire Department. The Applicant shall not hold or sponsor the Event until the Fire Department has provided written approval of the use of any tents, awnings, or canopies.
- (6) In advance of the Event the Applicant shall submit a written plan to the City police department that regards crowd control and traffic direction. The Applicant shall not hold or sponsor the Event until the police department has provided written approval of the Applicant's plan. The Applicant shall bear the cost of staff necessary to implement the crowd control and traffic direction plan. Police costs shall be exempt from prior notice requirements.
- (7) In advance of the Event the Applicant shall submit a written plan to the City's Fire Department that regards fire safety and EMS. The Applicant shall not hold or sponsor the Event until the Fire Department has provided written approval of the Applicant's plan. The Applicant shall bear the cost of staff necessary to implement the fire safety and EMS plans. Fire and EMS costs shall be exempt from prior notice requirements.
- (8) Unless the Applicant meets the requirements for exception found in Section 15-184 of the Code of Ordinances of the City of Fort Lauderdale, Florida, in

advance of the Event the Applicant shall provide a certificate of insurance satisfactory to the City's Risk Manager. The certificate shall show that the Applicant has obtained comprehensive general liability insurance with a policy limit of not less than one million dollars (\$1,000,000.00) combined single limit coverage, which shall include property damage, bodily injury, and death. The "City of Fort Lauderdale" shall be named as an additional insured. If the Event includes the dispensing, serving, sale, or distribution of any alcoholic beverage, the Applicant shall in addition provide liquor liability insurance with a policy limit of not less than of five hundred thousand dollars (\$500,000.00). The Applicant shall not hold or sponsor the Event until the City's Risk Manager has provided written approval of the Applicant's certificate of insurance or insurance policy.

- (9) The Applicant shall indemnify and hold harmless the city for any damage to person or property that occurs during or as a result of the operation of the Event.
- (10) In advance of the Event the Applicant shall submit a written plan to the City's Parks and Recreation Department that indicates the proposed location of any temporary structure, such as a barricade, fence, tent, concession stand, ticket booth, grandstand. The written plan shall include information about the planned removal of any temporary structure after the Event. The Applicant shall not hold or sponsor the Event or erect any temporary structure until the City's Parks and Recreation Department has provided written approval of the Applicant's temporary structure plan. The Applicant shall bear the cost necessary to implement the temporary structure plan.
- (11) The sale, possession, or consumption of any alcoholic beverage is prohibited while on or within any public place, or while on or within any vehicle located in a public place, which public place is located within the beach area as defined in Section 5-3(a) of the Code of Ordinances of the City of Fort Lauderdale, Florida except as authorized as a City-approved special event.
- (12) If the event includes the sale, possession, or consumption of alcohol within the beach area, the Applicant shall submit:
 - (1) a written plan designating the event dates and hours for sale of alcoholic beverages, and
 - (2) a written plan for enclosing, restricting or controlling access to the special event area, which must be approved by the police, Parks and Recreation Departments and any other governmental agency that may have jurisdiction;

4. Restoration of public property.

If the Event includes use of public property the Applicant shall be responsible for, and shall maintain, all areas of the public property used. Maintenance means the prompt and complete removal of Event-generated trash or debris and the repair or restoration of any public property that was damaged as a result of the Event. Public property means real and personal property that is not privately owned and includes, but is not limited to, any sidewalk or paved surface, any tree, plant, shrub, bench, light fixture, traffic signal, parking meter, trash barrel or sign.

The City shall inspect the Event site location(s) for damage within twenty-four hours of the conclusion of the Event and the City shall provide the Applicant with a written report of any damage found on public property. The report shall state the cost of repair(s) necessary to restore the public property. Within fourteen days of the Applicant's receipt of this report the Applicant shall pay the cost of repair or challenge the City's report by a writing addressed to the Director of the City's Parks and Recreation Department. Resolution of any such challenge shall be made by the City Manager; the Applicant agrees to abide by the City Manager's decision.

5. Reimbursement of expenses.

Should the City incur expenses as a result of the Event the City shall provide the Applicant with an invoice of expenses. Within fourteen days of the Applicant's receipt of any invoice the Applicant shall pay the invoice or challenge the City's invoice by a writing addressed to the Director of the City's Parks and Recreation Department. Resolution of any such challenge shall be made by the City Manager; the Applicant agrees to abide by the City Manager's decision.

6. Authority of the City of Fort Lauderdale City Manager.

The City of Fort Lauderdale City Manager and his designee, the Director of the City of Fort Lauderdale Parks and Recreation Department (referred to hereinafter as "the Director") shall have the authority to suspend all or any part of the Event when the City Manager or the Director determines that the Event, or its attendees, or its spectators, pose(s) a threat to the public health, safety, or welfare. The City Manager also reserves the right to immediately revoke permission and to suspend or terminate the event or any portion of it if any of the elements of the agreement are violated.

7. Compliance with laws.

(1) The Applicant shall at all times comply with all federal and state laws or statutes, and with the rules, regulations, and ordinances of City and any other governmental agency having jurisdiction including, but not limited to, those relating to noise, building, zoning, gambling, fire protection, liquor regulation, and hours of operation. The Applicant shall further take all precautions and use extreme care to conduct its operations in a safe and prudent manner with respect to its agents, employees and visitors to its Event.

- (2) The Applicant shall comply with the applicable sections of the Americans with Disabilities Act of 1990 (42 U.S.C. 126), which prohibits discrimination of handicapped individuals by denying them the right to participate in or benefit from the services provided at the Event. The Applicant understands that it is responsible for compliance with this Act. The Applicant guarantees that individuals with disabilities will be able to attend, enter, and use all the facilities at the Event.
- (3) The Applicant agrees to secure and pay for all licenses and permits required by any governmental agency having jurisdiction, including City. If the Event includes the use of any item that is or that may be protected from infringement, such as but not limited to copyrights, patents and trademarks, the Applicant shall, in advance of the Event, provide City with documentation that shows that the Applicant has obtained the applicable license, permit or permission and that all associated all fees have been paid in full. The provisions of this paragraph apply specifically, but not exclusively, to ASCAP, BMI, SESAC, and any other similar organization that may require written permission and payment of a fee for use of protected material

8. Transfer of Rights.

To the extent this Agreement creates rights that vest in the Applicant, the Applicant shall not transfer any rights to any other individual or entity.

9. Venue.

Venue to enforce the provisions of this agreement shall be Broward County, Florida.

10. Incorporation.

This Outdoor Event Agreement, together with the attached Schedule One constitute the whole of the Agreement between the parties. The written approvals issued by the various City departments or staff members and the various documents submitted by the Applicant, including the application, are supplemental to this Agreement. In the event of a conflict, the terms of this Agreement control.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this the day of _______, 2013.

WITNESSES:

[Witness print/type pame]

Jika Seneto

[Witness print/type name]

CITY OF FORT LAUDERDALE

Mayor

01

City Manager

ATTEST:

City

Approved as to form? Assistant City Attorney

WITNESSES:

[Witness print/type name]

Witness print/type name

(CORPORATE SEAL)

BOCARATON.COM, INC.

<u>RUSSELL SPADACCINI, PRESIDENT</u> [Print/type name and title]

ATTEST:

Secretary

STATE OF FLORIDA: Beach

The foregoing instrument was acknowledged before me this $\frac{24}{D}$ day of $\frac{1}{D}$ day of \frac{1}{D} day of \frac{1}{D} day of \frac{1}

(SEAL)

ENIATH HASSIM Notary Public - State of Florida ly Comm. Expires Dec 21, 2010 Commission # EE 830609 Bonded Through National Hotary Assn

Notary Public, State of Florida (Signature of Notary Taking Acknowledgment)

Name of Notary Typed, Printed or Stamped

My Commission Expires:

Commission Number

L:\AGMTS\events\2013\February 5th\Galt Mile Wine & Food Festival.wpd

Memorandum

To: Harry Stewart, City Attorney

From: Jeff Meehan, Outdoor Event Coordinator

Date: January 8, 2013

Re: Request for Event Agreement

<u>Calt Mile Wine & Food Festival</u> agreement for the above named event. Attached to this memo is the application, proof of corporate identification and Schedule 1, which should be attached to the agreement as an exhibit. In addition, the following City Departments have reviewed and approved the plans:



City Police Department has reviewed the application and requires does not require the applicant to pay for security personnel for crowd control-and traffic direction purposes.

and City Fire Department has reviewed the application and approved the proposed safety staffing plan (contingent upon compliance with the Florida Fire Prevention Code and passing any required inspections)

City Risk Manager has reviewed and approved the Certificate of Insurance. comprehensive general liability insurance, one million dollars (\$1,000,000). liquor liability insurance, five hundred thousand dollars (\$500,000).

City Building Department has reviewed and approved the proposed use of temporary structures and electrical facilities.

 Δ City Parks and Recreation Department has reviewed and approved the proposed set-up, clean-up plan.

Other City Department: The has reviewed and approved the proposed plan.

Please contact me at (954) 828-6075 if you have any questions. Thank you.



CITY OF FORT LAUDERDALE OUTDOOR EVENT APPLICATION

\$100 Pee müst accompany application

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

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

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

PART I: EVENT REQUEST	
Event name: GALT Mile Wine & Food	Fastinal
Purpose of event (check one): 🕲 Fundraiser 🛛 🔍 Awareness	Recreation Cother
Requested location: City of Fact Landerdo	be Fecking Lots that CLOW Along
3351-3531 GALL DCEAN JOINE	+ NE 35 "St between N OCENN"
Eatimated daily attendance:	Blud and GaltOcens Drive
Requested dates and time of event: DATE DAY	BEGIN END
EVENT DAY 1: 32.2013 SAT	4 AMARM BAMARM
EVENT DAY 2:	AM/PMAM/PM
EVENT DAY 3;	AM/PMAM/PM
SETUP: 3.2.2013 SAT	
BREAKDOWN: 3. 2. 2013 SAT	8-LL_AMPA
Has this event been held in the past?YesNo	
	Rates, com produces exects such a: ield Beach wine # Food Festival & Ar
Detailed event description (include activities, entertainment, v	vendors, etc.): Winze & Food Fasting D
with Local Chats, Wive, Bear	· ·
RetrilVendors Live Music Es	dertainment, Farmers Market
1	

1

PART II: APPLICANT
Organization name: Bood Raton, com, Tuc
Address: 333E7 St. Suite L. City, State, Zip: Boca Roton, FZ33432
Phone: 5613387594 Fax: 561300 3735 Cell 9176854742
Corporation name: Excel Rottan, Com, The, (as it appears in articles of incorporation)
Date of incorporation: State incorporated in: Federal ID #: 20-0036397
Two authorizing officials for the organization: President: Russell Spadaccial Phone: 561,333,7594
Secretary: Phone:
Event Coordinator: Russell Sportscivi Will you be on-site? Xies No
Title: President Phone: 561339 7594 Cell; 917685 4742
E-mail address: Russell @ Book Raton, Com Fax: 561. 300. 3735
Additional Contact: Robert Stanfield Will you be on-site? Dives No
Title: Event Decoe Phone: 561.338.7877 Cell: 9543034448
E-mail address: Robert @ Parce Recton 1000 Fax: 5613003735
Event production company (if other than applicant):
Address: City, State, Zip:
Contact person:Title:
Phone: (day) (night) (cell)
E-mail address: Fax: Fax:
PART III: EVENT INFORMATION
Are you planning to charge admission?
Are you requesting to fence the event?No
Are you planning on having any type of concession?

Are you planning on selling alcoholic beverages?Yes
Are you planning on serving free alcoholic beverages? If yes, to whom will it be given? 21+ Governments
Are you planning to have any type of amusement rides?YesNo If yes, name of company:
What type of rides are you planning? <u>N/A</u> (All rides must be approved by the State of Florida Bureau of Fair Rides and all permits must be secured <u>prior</u> to opening. Contact Ron Jacobs at (850) 921-1530.
Are you planning to play or have music? If yes, what music format(s) will be used? (amplified, acoustic, recorded, live, disc jockey, etc):
Live Music # TOS
List the type of equipment you will use (speakers, amplifier, drums, etc):
Speakers (music will be JAZZ & Light 50's-70's
Will you use any type of soundproofing equipment?YesNo
List the days and times music will be played: Sentenday, March 2nd From 4PM to 8PM
How close is the event to the nearest residence? 300 + feet
Will your event require road closings? If yes, list requested streets and times in detail: <u>City of FLaubartale Procking Lats</u> that runaby 3351-3531 GAH Ocean Drive & NE 35th Street batureen
North Ocean Dud and Galt Ocean Drive (will Not be inpedied by cherry
W###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? Will your road closings affect access to parking spaces or parking lots? Will your road closings affect access to parking spaces or parking lots? Will your road closings affect access to parking spaces or parking lots? Will your road closings affect access to parking spaces or parking lots? Will your road closings affect access to parking spaces or parking lots? Will your road closings affect access to parking spaces or parking lots? Will your road closings affect access to parking spaces or parking lots? Will your road closings affect access to parking spaces or parking lots? Will your road closings affect access to parking spaces or parking lots? Will your road closings affect access to parking spaces or parking lots? Will your road closing spaces will be billed to the event organizer and must be paid in full before the event. Please call Keela Black at 828-3794.
Will any recyclable materials be utilized at this event? (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? Static S

Will you require electricity? No	All permits must be obtained through the City's
Department of Sustainable Development Building Services Division	on at (954) 828-5191 before setting up.
company: Subelt Retals	License #:
Name of electrician:B	Phone:

PART IV: APPLICANT'S ACCEPTANCE

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 Ilquor 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 ablde 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.

Bussel Spinetern	President	
Name of applicant	Title	•
182112		

Date

Please email completed application at least 96 days ahead of your planned event to: imechan@fortlauderdale.goy

Please mail the \$100.00 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, canoples, 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.

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	FIRE DEPARTMENT OUESTIONNAIRE
PR	EVENTION
1.	Are you planning to have canoples (no sides) for this event?Yes
	How many and what sizes?
	Name of Company:
2.	Are you planning to have tents (with sides) for this event? YesNo
	How many and what sizes? 20 OTY - 10 × 10 Pop - Up's
	Name of Company: <u>Elegent</u> Factes A building permit, exit signs, ethergency 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,
Buil	** <u>PLEASE NOTE</u> ***** All permits required by the Florida Building Code must be obtained through the ding Department (including but not limited to electrical, structural, plumbing). Contact the Department of tainable Development Building Services Division at 954-828-6520.
3.	Are you planning to have fireworks?YesNo
	Name of company conducting the show:
4.	Are you having food vendors? X YesNo
	How many and what kind? 40+ Local Area Rollaurants
<u>0P</u>	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.
Spa	cial 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. 1	Does your event require EMS medical standby services based on the guidelines above? YES XO
2. V	That is your estimated sustained attendance?
3. (Dn-site contact? NAME RUSSELI Spondaccini PHONE 9176854742
	inimum of 4 hours will be charged for all special event details. 45 minutes will be added to the pre and post

	POLICE DEPARTMENT QUES	TIONNATRE		
1. Do	nes your event require use of police vehicles?	Yes	No.X	•
	If yes, A Hold-Harmless Agreement must be signed and Lia ONE MILLION DOLLARS must be provided.	bility coverage of a	minimum of	, , , , , , , , , , , , , , , , , , ,
2. Is	this a new or proviously held event?	New X	Previous	
	If yes, Previous date(s)?			
3. An	ny established security, traffic, or other appropriate plan(s)?	Yes <u>)</u>	No	
	If yes, besides Fort Lauderdale Police, who will you be usin (private security company, volunteers, etc.)	g for this plan?		
4. Do	you have an established detail of off-duty officers? If yes, who is your Police department contact?	Yes	No	
5. Ar	ny notable entertainers or special circumstances scheduled for	your event? Yes	No_	·
	Who/What?			
6, IS (there alcohol being sold o (given away?)	Yes	No	
7. Are	e there any road closures required?	Yes	No	
	If so what roads/intersections? C'HYOF FortLa	dordd e park	inglots that	runala
51 – 3 5	531 GAHOCENTDALLE & NE 35th 2	It botween	NOCENE	2. a but
8. Wł	nat is your estimated attendance? 1800		Galte	Centor

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.

Com. - **-** - (705 5 5 Name

12 21 12-	
Date	

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SCHEDULE ONE

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1	Name of Applicant:	BocaRaton.com, Inc.
2	Name of Outdoor Event:	Galt Mile Wine & Food Festival
3	Date of Setup:	Saturday, March 2, 2013
4	Time of Setup:	10:00 AM
5	Date of Event:	Saturday, March 2, 2013
6	Time of Event:	4:00 PM - 8:00 PM
7	Date of Breakdown:	Saturday, March 2, 2013
8	Time of Breakdown:	8:00PM- 11:00 PM
9	Event Location:	3351-3531 Galt Ocean Drive- City parking lots - see map attached
10	Road Closings:	No- City parking lots only at 3351-3531 Galt Ocean Drive
11	Alcohol:	Yes
12	Previous Code Violations:	No



DOCUMENT ROUTING FORM Dof even	vents # 1 + 10
DOCUMENT ROUTING FORM	illuliz (
NAME OF DOCUMENT: Event-Agreements-with-the City of Fort Lauderdale as follows and Related Road Closings: (1) <u>Rio Vista Campout</u> ; 2) Mardi Gras; 3) Galt Mile Wine Pridefest 2013; 5) CFF Cycle for Life: Wheels in Motion for a Cure; 6) March for Canc 8) Palm 100 Ultramarathon; 9) 13 th Annual Riverwalk Run; (10) Midtown Jazz Mingler Bluesfest.	Event Agreements & Food Festival; 4) er; 7) Yo Yo Fest II:
Approved Comm. Mtg. on February 5, 2013 CAM# 13-0191	
ITEM: M-01 PH O CR R	ЗАРК 1РИ4:41
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Also attached: Copy of CAR Copy of document ACM Form #	originals
By: forwarded to:	
	s defined as having a life
1.) Approved as to Content:	da cost of at least \$50,000 /ements to real property es) that add value and/or c. major repairs such as . Term "Real Property"
Please Check the proper box: CIP FUNDED YES NO include: land, real est Capital Improvement Projects	ate, really, real.
2.) Approved as to Funds Available: by	9:
Amount Required by Contract/Agreement \$ Funding Source:	
Dept./Div Index/Sub-object Project #	
3.) City Attorney's Office: Approved as to Form:# Originals to City Mgr. By:	
Harry A. Stewart Cole Copertino	
Ginger Wald D'Wayne Spence Paul G. Bangel	
Carrie Sarver DJ Williams-Persad	
4.) Approved as to content: Assistant City Manager:	
By:	
By: By: Stanley Hawthorne, Assistant City Manager Susanne Torriente, Assistant City Mana	
	or. -8
5.) Acting City Manager: Please sign as indicated and forward :# originals to May	
6.) Mayor: Please sign as indicated and forward :# originals to Clerk.	1117 S 1117
7.) To City Clerk for attestation and City seal.	
INSTRUCTIONS TO CLERK'S OFFICE	
8.) City Clerk: retains one original document and forwardsoriginal documents to	
Copy of document to Original Route form to	
	·
Attach certified copies of Reso. #	

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