



**VILLAGE OF TEQUESTA**  
Building Department

**MEMORANDUM**

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**TO:** Honorable Mayor Abby Brennan and Council Members  
**CC:** James M. Weinand, Acting Village Manager  
**FROM:** Jose Rodriguez, Director, Building Department  
**DATE:** January 11, 2018  
**SUBJECT:** PSEP19-0002 - Annual Strawberry Festival – Fundraiser for the First Presbyterian Church of Tequesta, Inc. – March 2, 2019 Special Event Permit Application (~650 Attendees)

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This is a Special Event application for an annual Strawberry Festival, Fundraiser, by First Presbyterian Church of Tequesta, Inc., a registered Florida Not-For-Profit Corporation, signed by its Registered Agent, Jane Speak, (see attached Special Event Permit Application), to take place at 482 Tequesta Drive. The event is to be held on Saturday, March 2, 2019 from 9:00 a.m. - 1:00 p.m. No alcohol will be served. Food will be sold at the event (including strawberries, tomatoes, hot dogs, ice-cream, etc.)

The projected number of attendees for the event is ~650 over the course of the event. There will be one (1) open tent set up at the event (i.e., without sides), and a bounce house (see site plan map, attached).

The applicant, First Presbyterian Church of Tequesta, Inc., is hiring two Village of Tequesta EMTs for the event (see Public Safety Special Event Form, attached) and one Village of Tequesta Uniformed Police Officer (see Application For Extra-Duty Police Service form, attached).

The purpose of the event is to raise funds for mission work and community work. The applicant, First Presbyterian Church of Tequesta, Inc. has provided proof of General Liability and Umbrella Liability insurance (see Certificate of Liability Insurance, attached). The fee for the Special Event Application in the amount of \$100.00 has been paid by the applicant (see payment receipt No. 274694, attached).



VILLAGE OF TEQUESTA  
 COMMUNITY DEVELOPMENT DEPARTMENT  
 345 Tequesta Drive  
 Tequesta, Florida 33469  
 Phone: (561) 768-0450 Fax: (561) 768-0698

PERMIT NO: _____
Submittal Date: _____
Deposit Amount: _____

**SPECIAL EVENT PERMIT APPLICATION**

Any Village resident, or any Village business holding a current Village business tax receipt pursuant to Chapter 70, Article II, is eligible to apply for and obtain a special event permit pursuant to Sec. 78-561. Any such resident or business that desires to conduct any type of special event within the Village must obtain a permit from the Village in order that the Village may adequately provide for the potential impacts created by the proposed event. A maximum of four (4) such permits shall be allowed per address or per business in any single calendar year. A special event that includes multiple addresses, for example within a shopping center, shall count as one event for each address captured by the special event permit.

“Special Event” is any outdoor activity, gathering or group of persons, vehicles or both, organized and having a common purpose, upon public or private property, which is likely to inhibit the usual flow of vehicular or pedestrian traffic, which is likely to create noise in excess of that typically associated with the areas upon which the event is to occur, or which is likely to preempt or restrict use of property typically accessible by the general public. Examples of Special Events include, but are not limited to block parties, parades, races or walks, grand opening events, charity fundraisers, and other similar events not specifically permitted by the Village’s zoning ordinance. Special Events that are sponsored by the Village and held on Village property shall be exempt from the provisions of this section.

Written application must be submitted to the Village Community Development Department at least forty five (45) days prior to the date for which the Special Event is proposed; which application shall contain the following information:

DATE OF SALE/EVENT: March 2, 2019 HOURS: FROM: 0900 TO: 1:00pm  
 TYPE OF EVENT: Annual strawberry Festival - indoor sales - All  
Parking on Church property, Bounce House, outdoor sales  
 LOCATION OF EVENT: First Presbyterian Church, 482 TEQUESTA DR  
 PROPERTY OWNER: SAME (Attach written consent of property owner of record.)  
 Print Name

**CONTACT INFORMATION:**

SPONSOR or PERSON(S) RESPONSIBLE FOR EVENT: First Presbyterian Church - Lynn Weidman co-chair  
(H) 561. 747. 1372 (C) 561. 628. 6373 EMAIL: eh.knapp@comcast.net  
 MAILING ADDRESS: 482 TEQUESTA DR PHONE NO.: 561. 628. 6373  
TEQUESTA FL FAX NO.: 561. 746 - 7709

PROJECTED NUMBER OF ATTENDEES: 650 COUNCIL APPROVAL REQUIRED:  YES ( ) NO

- Any proposed Special Event whose attendance is contemplated to exceed 200 people in total shall require final approval by the Village Council which, after considering the recommendations of the Community Development Director, the Police Chief and the Village Manager, may approve the application, deny the application in whole or in part, or approve the application with conditions.

IS ALCOHOL BEING SERVED? ( ) YES (X) NO

- The service of alcoholic beverages at any Special Event shall require the issuance of the appropriate state alcoholic beverage permit, a copy of which must be provided to the Village in conjunction with the Special Event permit application.
- The Village may require the use of physical barriers to define and contain the outdoor area within which alcoholic beverages may be consumed and/or the use of security or off-duty law enforcement personnel at the Special Event.
- It is the applicant’s responsibility to monitor for and prevent excessive as well as underage consumption of alcoholic beverages at all times.



INDEMNIFICATION:

- By submitting a complete application, the Special Event holder/applicant and property owner (if different) expressly agree that they shall indemnify, defend and hold the Village harmless from any and all damage to any real or personal property, and from any and all injury or death suffered by any person directly or indirectly related to attendance at or participation in any activity in conjunction with the Special Event, including the consumption of alcoholic beverages.

NON-PROFIT ENTERPRISES:

- The Village may issue non-profit permits to any person or organization for the conduct or operation of occasional sales and/or fundraising projects held by non-profit enterprises, either regularly or temporarily, when the applicant signs an affidavit that the applicant operates without private profit, for a civic, public, charitable, youth, service, educational, literary, fraternal, or religious purpose.
- A person making application under this section must comply with all rules and procedures for the granting of Special Event permits as set forth in this section. All persons operating under a non-profit permit shall operate their non-profit enterprise in compliance with this section and all other rules and regulations of the Village.

THE FOLLOWING ITEMS ARE REQUIRED TO BE SUBMITTED AT TIME OF APPLICATION:

- Proof of insurance in amounts acceptable to the Village for the type of event. The Village shall be named as an additional insured on all liability insurance.
- Expected traffic, fire-rescue, and utilities impact, if any, and proposed mitigation plans.
- Copy of all required state and county permits if event will be held on or utilize state and/or county-controlled property.
- A refundable deposit is required if the event is held on any Village property.
- Site Plan required with each application accompanied with drawing indicating layout for event.
- All sale sites shall be left in a clean and orderly manner upon completion of sale.
- Should the sale/event include the use of one or more tents, a \$35.00 Fire Inspection Fee, due at time of application, and a certificate of flame resistance is required for each tent. Inspection to be done on the first day of event.

SPECIAL EVENT FEES:

- Under 200 attendees: \$40.00.
- Over 200 attendees: \$100.00.

SIGNATURE OF HOLDER/APPLICANT: Lynn Weidman [Signature] DATE: 01/10/19  
Print Name Signature

SIGNATURE OF PROPERTY OWNER: Jane Spiek JANE SPIEK DATE: 1/10/19  
Print Name Signature

\*\*\*\*\*

RECOMMEND FOR APPROVAL:

COMMUNITY DEV. DIRECTOR: [Signature] DATE: 1-22-19  
 BUILDING DIRECTOR: [Signature] DATE: 1/22/19  
 POLICE CHIEF: [Signature] DATE: 1/19/19  
 FIRE CHIEF: [Signature] DATE: 1/18/19  
 PARKS/RECREATION: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED BY:

VILLAGE MANAGER: \_\_\_\_\_ DATE: \_\_\_\_\_

Approval/Review Notes: See attached letter from Fire Dept. Representatives have hired FD personnel and addressed concerns in writing.

**Mrs. Jane Speak, President**  
**First Presbyterian Church of Tequesta, Inc.**  
482 Tequesta Drive, Tequesta, FL 33469  
Cell Phone 561-746-0386  
e-mail jspeak.cog@gmail.com

January 18, 2019

TO: Mr. James B. Trube, Fire Chief  
Village of Tequesta  
357 Tequesta Drive  
Tequesta, FL 33469

RE: Annual Strawberry Festival – Special Event Permit

Dear Chief Trube:

Thank you for meeting with Strawberry Festival Vice Chair Lynn Weidman and me at your office today. In response to your concerns about the festival listed in your letter dated January 15th, I offer the following clarifications:

**Medical Emergencies:** We request 2 Village of Tequesta EMT's to be on duty at our March 2<sup>nd</sup> event during our open hours from 9:00 AM to 1:00 PM.

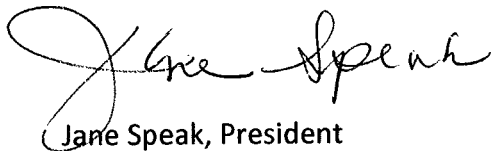
**Fire Hazards:** Our campus is a licensed preschool, so fire alarms and alert systems are in place. We will make sure our volunteers are aware of the location of all fire extinguishers. We will have a 10 x 50 foot canopy on the front lawn. I understand this canopy does not require a fire inspection.

**Permanent and Temporary Structural Systems:** Shop managers will be responsible for assuring evacuation of their area through the nearest outdoor exit to the parking lot. After evacuation, they will be instructed to report to me that their area is clear and secure.

**Severe Weather Conditions:** We would cancel the event if severe weather warrants that action. In case of sudden weather conditions, our Sanctuary is not used for this event and is available to shelter attendees.

Thank you for your help through this process.

Sincerely,

A handwritten signature in black ink that reads "Jane Speak". The signature is written in a cursive, flowing style.

Jane Speak, President  
First Presbyterian Church of Tequesta, Inc.





# Village of Tequesta

## Public Safety Special Event Form

Date of Request: 1/10/19

Fire Dept. Contact: \_\_\_\_\_ Police Dept. Contact: \_\_\_\_\_

Contact Person(s): Lynn Weidman

Telephone Number(s): (A) 561.747.1372 (C) 561.628.6373

Location of Event: 482 TEQUESTA DR. TEQUESTA, FL

Expected Number of Attendees: 650

Number of Tents at event: 1 Will Tents Contain Sides (must include flame resistance certification and \$35 fee): yes \_\_\_\_\_ no X

EMS Services Provided (does not have to be VOT EMS Services can be privately contracted):

Yes: 2 No: \_\_\_\_\_ EMS Service Provider: VOT Fire Rescue

Police Detail Request: 1 (see attached)

Brief Summary of Event: (can be typed or written with/without an attachment)

Annual strawberry Festival - IN DOOR SALES - OUTDOOR SALES

Bounce House, childrens games

See attached.

Provide information (site plan, written description etc.) regarding ingress and egress:

All parking on church property



TEQUESTA POLICE DEPARTMENT  
 357 Tequesta Drive  
 Tequesta, Florida 33469-0273  
 Phone: (561) 768-0500  
 Fax: (561) 768-0695



Gustavo Medina  
 Chief of Police

**APPLICATION FOR EXTRA-DUTY POLICE SERVICE**

This application is required to engage the off-duty services of the requested number of Police Officers for public safety, health and welfare that are in addition to those generally provided to the public. It is understood that this is a NON-BINDING agreement. A minimum of Five (5) Days advance notice is requested prior to the service date. Payment for the service is required by CHECK OR MONEY ORDER made payable to the assigned officer(s).

\*\*Three (3) hour minimum per detail.

Applicant: FIRST Presbyterian Church of TEQUESTA  
 Address: 482 TEQUESTA DR City: TEQUESTA  
 Phone: 561. 746. 5161 Business: \_\_\_\_\_  
 Number of Officers Required 1 Uniformed: Yes  No   
 Number of Days: 1 Date(s): March 2, 2019  
 Hours: 4 Starting Time: 9AM Ending Time: 1PM  
 Basic Services Requested: \_\_\_\_\_  
 Exact Location: 482 TEQUESTA DR TEQUESTA, FL  
 Estimated Attendance: 650 Alcohol Served: Yes  No   
 Other Comments or Requests: \_\_\_\_\_

DATE: 1/10/19 St Widman  
 Applicant's Signature

CHARGES: 1 Officers X 4 Hours X \$ 35.00 (rate) = \$140<sup>00</sup>  
 \_\_\_\_\_ Supervisors X \_\_\_\_\_ Hours X \$ 40.00 (rate) = \_\_\_\_\_  
 Holiday Detail \_\_\_\_\_ Officers x \_\_\_\_\_ Hours X \$ 45.00 (rate) = \_\_\_\_\_

Total Amount Due for Service = \$ \_\_\_\_\_

Approved By: [Signature] Date: 1/18/19



**10.14.3.2 Conditions to be Assessed.** Life safety evaluations shall include an assessment of all of the following conditions and related appropriate safety measures:

- (1) Nature of the events and the participants and attendees
- (2) Access and egress movement, including crowd density problems
- (3) Medical emergencies
- (4) Fire hazards
- (5) Permanent and temporary structural systems
- (6) Severe weather conditions
- (7) Earthquakes
- (8) Civil or other disturbances
- (9) Hazardous materials incidents within and near the facility
- (10) Relationships among facility management, event participants, emergency response agencies, and others having a role in the events accommodated in the facility  
[101: 12.4.1.2]

**10.14.3.3\* Building Systems and Facility Management Assessments.** Life safety evaluations shall include assessments of both building systems and facility management upon which reliance is placed for the safety of facility occupants, and such assessments shall consider scenarios appropriate to the facility.  
[101: 12.4.1.3]

**10.14.3.3.1 Building Systems.** Prior to issuance of the building permit, the design team shall provide the AHJ with building systems documentation in accordance with 10.14.3.4. [101: 12.4.1.3.1]

**10.14.3.3.2 Facility Management.** Prior to issuance of the certificate of occupancy, the facility management shall provide the AHJ with facility management documentation in accordance with 10.14.3.5. [101: 12.4.1.3.2]

**10.14.3.3.3 Life Safety Evaluation.**

**10.14.3.3.3.1** Prior to issuance of the building permit, the persons performing the life safety evaluation shall confirm that the building systems provide safety measures. [101: 12.4.1.3.3.1]

**10.14.3.3.3.2** Prior to issuance of the certificate of occupancy, the persons performing the life safety evaluation shall confirm that the facility management and operational plans provide appropriate safety measures. [101: 12.4.1.3.3.2]

**10.14.3.3.3.3** The AHJ shall determine the acceptable persons performing the life safety evaluation in a timely manner to enable the design team and facility management to resolve concerns to the satisfaction of the persons performing the life safety evaluation prior to their submission. [101: 12.4.1.3.3.3]

**10.14.3.4 Life Safety Building Systems Document.** The AHJ shall be provided with a life safety building systems document providing the information required in 10.14.3.4.2 through 10.14.3.4.4. [101: 12.4.1.4]

**10.14.3.4.1 Document Distribution.** The persons performing the life safety evaluation, the AHJ, the A/E design team and the building owner shall receive a copy of the life safety building systems document prior to issuance of the building permit. [101: 12.4.1.4.1]

**10.14.3.4.2 Life Safety Narrative.** A life safety narrative shall be provided describing the following:

- (1) Building occupancy, construction type, and intended uses and events

- (2) Building area and population capacity of the proposed facility
- (3) Principal fire and life safety features/strategies for the building, including the following:
  - (a) Sprinkler protection
  - (b) Smoke control/protection
  - (c) Fire alarm - visual and audible
  - (d) PA system
  - (e) Emergency power and lighting
  - (f) Provisions for patrons with disabilities
  - (g) Fire department access
  - (h) Fire/Emergency command center
- (4) Exterior construction design parameters used/applied

[101: 12.4.1.4.2]

**10.14.3.4.3 Life Safety Floor Plans.** Life safety floor plans of each level shall be provided with the following:

- (1) Occupant load, exit location, exit capacity, main exit/entry, horizontal exits, travel distance and exit discharge
- (2) Fire and smoke barriers
- (3) Areas of smoke protected assembly occupancy
- (4) Separate smoke protected areas or zones if applicable
- (5) Areas of other occupancy type and separations if required
- (6) Unprotected vertical openings, including atriums, communicating spaces, and convenience openings
- (7) Event plans for each anticipated type of event depicting the following:
  - (a) Seating configuration
  - (b) Exhibit booth layout
  - (c) Stage location
  - (d) Occupant load, exit capacity required, exits provided and travel distance
  - (e) Any floor or stage use restrictions
  - (f) Plan and/or section drawing indicating areas where the roof construction is more than 50 feet and limits of sprinkler protection.
  - (g) Areas of refuge — interior and exterior [101: 12.4.1.4.3]

**10.14.3.4.4 Engineering Analysis and Calculations.** An engineering analysis and calculations shall be provided with the following:

- (1) Smoke protection calculations as follows:
  - (a) Smoke exhaust and fresh air requirements per NFPA 92, *Standard for Smoke Control Systems*
  - (b) Smoke maintained at a level six ft above the floor of the means of egress
  - (c) Proposed testing protocol for smoke system and pass/fail criteria
  - (d) Calculations for performance-based design methods accepted by the AHJ
  - (e) Smoke and fire modeling
  - (f) Timed egress analysis
  - (g) Assumed flow rates and travel speed
- (2) Sprinkler protection calculations, including an engineering analysis substantiating locations in accordance with



**10.12.3** The AHJ shall have the authority to require an inspection and test of any fire protection system or fire alarm system that has been out of service for 30 days or more before restored back into service.

**10.13 Combustible Vegetation.**

**10.13.1** Combustible vegetation, including natural cut Christmas trees, shall be in accordance with Section 10.13.

**10.13.1.1** Christmas tree placement within buildings shall comply with Table 10.13.1.1.

**Table 10.13.1.1 Provisions for Christmas Trees by Occupancy**

Occupancy	No Trees Permitted	Cut Tree Permitted With Automatic Sprinkler Systems	Cut Tree Permitted Without Automatic Sprinkler Systems	Balled Tree Permitted
Ambulatory health care				X
Apartment buildings		Within unit	Within unit	X
Assembly	X			
Board and care	X			
Business		X		X
Day-care		X		X
Detention and correctional	X			
Dormitories	X			
Educational	X			
Health care				X
Hotels	X			
Industrial		X	X	X
Lodging and rooming				X
Mercantile		X		X
One and two family		X	X	X
Storage		X	X	X

**10.13.2** In any occupancy, limited quantities of combustible vegetation shall be permitted where the AHJ determines that adequate safeguards are provided based on the quantity and nature of the combustible vegetation.

**10.13.3\* Provisions for Fire Retardance for Artificial Vegetation.**

**10.13.3.1** Artificial vegetation and artificial Christmas trees shall be labeled or otherwise identified or certified by the manufacturer as being fire retardant.

**10.13.3.2** Such fire retardance shall be demonstrated by each individual decorative vegetation item, including any decorative

lighting, in an approved manner.

**10.13.4** Vegetation and Christmas trees shall not obstruct corridors, exit ways, or other means of egress.

**10.13.5** Only listed electrical lights and wiring shall be used on natural or artificial combustible vegetation, natural or artificial Christmas trees, and other similar decorations.

**10.13.6** Electrical lights shall be prohibited on metal artificial trees.

**10.13.7** Open flames such as from candles, lanterns, kerosene heaters, and gas-fired heaters shall not be located on or near combustible vegetation, Christmas trees, or other similar combustible materials.

**10.13.8** Combustible vegetation and natural cut Christmas trees shall not be located near heating vents or other fixed or portable heating devices that could cause it to dry out prematurely or to be ignited.

**10.13.9 Provisions for Natural Cut Trees.**

**10.13.9.1** Where a natural cut tree is permitted, the bottom end of the trunk shall be cut off with a straight fresh cut at least ½ in. (13 mm) above the end prior to placing the tree in a stand to allow the tree to absorb water.

**10.13.9.2** The tree shall be placed in a suitable stand with water.

**10.13.9.3** The water level shall be maintained above the fresh cut and checked at least once daily.

**10.13.9.4\*** The tree shall be removed from the building immediately upon evidence of dryness.

**10.13.10 Exterior Vegetation.**

**10.13.10.1** Cut or uncut weeds, grass, vines, and other vegetation shall be removed when determined by the AHJ to be a fire hazard.

**10.13.10.2** When the AHJ determines that total removal of growth is impractical due to size or environmental factors, approved fuel breaks shall be established.

**10.13.10.3** Designated areas shall be cleared of combustible vegetation to establish the fuel breaks.

**10.14 Special Outdoor Events, Carnivals, and Fairs.**

**10.14.1 Permits.** Permits, where required, shall comply with Section 1.12.

**10.14.2** The AHJ shall be permitted to regulate all outdoor events such as carnivals and fairs as it pertains to access for emergency vehicles; access to fire protection equipment; placement of stands, concession booths, and exhibits; and the control of hazardous conditions dangerous to life and property.

**10.14.3 Life Safety Evaluation.** The AHJ shall be permitted to order a life safety evaluation in accordance with this subsection.

**10.14.3.1\* General.** Where a life safety evaluation is required by other provisions of the *Code*, it shall comply with all of the following:

- (1) The life safety evaluation shall be performed by persons acceptable to the AHJ.
- (2) The life safety evaluation shall include a written assessment of safety measures for conditions listed in 10.14.3.2 and of the building systems and facility management in accordance with 10.14.3.3.
- (3) The life safety evaluation shall be approved annually by the AHJ and shall be updated for special or unusual conditions in accordance with the provisions of 13.4.1 of NFPA 101 for existing assembly occupancies. [101:12.4.1.1]



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/22/2018

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> Willis of Ohio, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 1-877-945-7378      FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> 0000003983-First Presbyterian Church of Tequesta, Inc 482 Tequesta Drive Tequesta, FL 33469	<b>INSURER A:</b> Lexington Insurance Company      NAIC # 19437	
	<b>INSURER B:</b> Berkshire Hathaway Specialty Insurance Com      22276	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** W9579774      **REVISION NUMBER:**

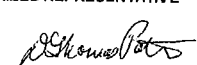
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE 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 <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y		011971558 & 048409888	01/01/2019	01/01/2020	EACH OCCURRENCE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY	Y		011971558 & 048409888	01/01/2019	01/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000
							BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> CLAIMS-MADE	Y		42-XSF-306542-01	01/01/2019	01/01/2020	EACH OCCURRENCE \$ 5,000,000
	DED    RETENTION \$						AGGREGATE \$ 5,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ 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)  
Re: Annual Strawberry Festival.

Please contact your Insurance Board Agent, RICHARD V. ALEXANDER at (561) 512-5732 for questions regarding your Certificate of Insurance. If you would like to speak to someone at the Insurance Board, please call 800-437-8830.

The Village of Tequesta is an Additional Insured with respects to General Liability, Auto Liability and

<b>CERTIFICATE HOLDER</b>  Village of Tequesta 345 Tequesta Drive Tequesta, FL 33469	<b>CANCELLATION</b>  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  

# South Party Rental

9250 Belvedere Unit # 108  
 Royal Palm Beach, FL 33411  
 Ph: 561-791-2950 Fax # 561-855-6691  
 Email: [info@southpartyrents.com](mailto:info@southpartyrents.com)

# Invoice

Order Date	Invoice #
09/05/2018	11280

### Bill To

1st Presbyterian Church of Tequesta  
 Lynn Weidman  
 482 Tequesta Drive  
 Tequesta FL 33469

### Ship To

Customer Phone	561-628-6373	482 Tequesta Drive Tequesta FL 33469	Event time/ Date	03/02/2019
Terms	CREDIT CARD		Delivery Date	3/1/2019
Via	Delivery		Ship Time	open
Event Type	Event		Pick up Date	3/4/2019

Qty	Description	Rate	Amount
1	10x50 Frame Tent - White Top *Setup included grass surface (**NON - ENCLOSED TENT **)	350.00	350.00
	Subtotal		350.00
	Damage Waiver 7% of - (Applies to all Rental Equipment)	7.00%	24.50
	Standard Delivery/Round Trip	50.00	50.00
	Event Date: 03/02/2019 Delivery Date : 03/01/2019 Pick up Date : 03/04/2019		
	**SETUP & BREAKDOWN SERVICE NOT INCLUDED FOR FOLLOWING ITEMS: TABLES, CHAIRS, LINENS, & CATERING EQUIP, ETC ( PLEASE CONSULT WITH REP FOR SETUP & BREAKDOWN )		

All Rentals are for one day use, unless specified. Responsibility of rental item(s)/equipment remains with the customer from the time rented until the time returned. No credit will be given for unused items once delivered/ picked up. All equipment is to be knocked down and stacked for pick-up such as chairs stacked and tables folded. For health purposes, all china, glassware, flatware and other food service equipment must be rinsed and repacked in the same containers as delivered. Linen should be refuge free and air-dried to prevent staining and mildewing.

Subtotal	\$424.50
Sales Tax (7.0%)	\$28.00
Total	\$452.50
Payments/Credits	\$0.00
<b>Balance Due</b>	<b>\$452.50</b>

**NON COMPLIANCE TO TERM - ADDITIONAL CHARGES WILL BE APPLIED**

Please take a moment to ensure all invoice details are correct and sign below with your approval of the company Terms & Conditions.

PRINT: \_\_\_\_\_ SIGN: \_\_\_\_\_



AGENCY CUSTOMER ID: \_\_\_\_\_

LOC #: \_\_\_\_\_



## ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis of Ohio, Inc.		NAMED INSURED 000003983-First Presbyterian Church of Tequesta, Inc 482 Tequesta Drive Tequesta, FL 33469	
POLICY NUMBER See Page 1		EFFECTIVE DATE: See Page 1	
CARRIER See Page 1	NAIC CODE See Page 1		

### ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

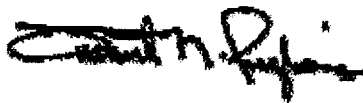
Umbrella/Excess Liability as required by written contract. General Liability policy shall be Primary and Non-contributory with any other insurance in force for or which may be purchased by Additional Insured when required by written contract. The Umbrella is following the Primary General Liability policy.

This endorsement, effective: 1/1/2019  
Forms a part of Policy No.: 011971558 & 048409888  
Issued to: The United Church Purchasing Group of Colorado  
By: Lexington Insurance Company

### ADDITIONAL INSURED REQUIRED BY WRITTEN CONTRACT ENDORSEMENT

- A. **Section II – Who is an Insured** is amended to include any person or organization you are required to include as an additional insured on this policy by a written contract or written agreement in effect during this policy period and executed prior to the "occurrence" of the "bodily injury" or "property damage".
- B. The insurance provided to the above described additional insured under this endorsement is limited as follows:
1. This insurance provides coverage with regard to COVERAGE A BODILY INJURY AND PROPERTY DAMAGE (Section I – coverages only.)
  2. The person or organization is only an additional insured with respect to liability arising out of "your work", "your product", or your operations.
  3. In the event that the Limits of Insurance provided by this policy exceed the Limits of Insurance required by the written contract or written agreement, the insurance provided by this endorsement shall be limited to the Limits of insurance required by the written contract or written agreement. This endorsement shall not increase the Limits of Insurance shown in the Declarations pertaining to the coverage provided herein.
  4. This insurance does not apply to "bodily injury" or "property damage" arising out of "your work", "your product", or your operations included in the "product-completed operations hazard" unless you are required to provide such coverage by written contract or written agreement and then only for the period of time required by the written contract or written agreement and in no event beyond the expiration date of the policy.
  5. Any coverage provided by this endorsement to an additional insured shall be excess over any other valid and collectible insurance available to the additional insured whether primary, excess, contingent or on any other basis, unless the written contract or written agreement with additional insured specifically requires that this insurance be primary and non-contributory with any other insurance carried by the additional insured. In such case, this insurance shall be primary and non-contributory with any other insurance carried by the additional insured.
- C. In accordance with the terms and conditions of the policy and as more fully explained in the policy, as soon as practicable, each additional insured must give us prompt notice of any "occurrence" which may result in a claim, forward all legal papers to us, cooperate in the defense of any actions, and otherwise comply with all of the policy's terms and conditions. Failure to comply with this provision may, at our options, result in the claim or "suit" be denied.

All other terms and conditions of the policy remain the same.



Authorized Representative



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

### Detail by Entity Name

Florida Not For Profit Corporation  
FIRST PRESBYTERIAN CHURCH OF TEQUESTA, INC.

#### Filing Information

**Document Number** 702218  
**FEI/EIN Number** 59-1237866  
**Date Filed** 03/31/1961  
**State** FL  
**Status** ACTIVE  
**Last Event** AMENDMENT AND NAME  
CHANGE  
**Event Date Filed** 12/11/2000  
**Event Effective Date** NONE

#### Principal Address

482 TEQUESTA DR.  
TEQUESTA, FL 33469

Changed: 03/08/2000

#### Mailing Address

482 TEQUESTA DR.  
TEQUESTA, FL 33469

Changed: 03/08/2000

#### Registered Agent Name & Address

Speak, Jane  
19173 SE Fearnly Dr  
Tequesta, FL 33469

Name Changed: 04/30/2018

Address Changed: 04/30/2018

#### Officer/Director Detail

##### **Name & Address**

Title PD

Speak, Jane



18430 SE Wood Haven Ln  
19173 SE Fearnley Dr  
TEQUESTA, FL 33469

Title VD

Cone, Mary Helen  
6258 Winding Lake Dr  
Jupiter, FL 33458

Title SD

Rippe, Scott  
218 Fairway W  
TEQUESTA, FL 33469

Title TD

Rippe, Scott  
218 Fairway W  
TEQUESTA, FL 33469

**Annual Reports**

<b>Report Year</b>	<b>Filed Date</b>
2016	04/07/2016
2017	04/20/2017
2018	04/30/2018

**Document Images**

<a href="#">04/30/2018 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/20/2017 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/07/2016 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/19/2015 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">07/07/2014 -- Reg. Agent Change</a>	<a href="#">View image in PDF format</a>
<a href="#">06/09/2014 -- AMENDED ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
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<a href="#">03/30/2012 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/22/2011 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/04/2010 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/23/2009 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
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<a href="#">03/23/2007 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/28/2006 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/28/2005 -- 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>
<a href="#">02/13/2003 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/18/2002 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/27/2001 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">12/11/2000 -- Amendment and Name Change</a>	<a href="#">View image in PDF format</a>



# Village of Tequesta

345 Tequesta Drive

Tequesta, FL 33469

Ph: (561) 768-0700

EXT. RECEIPT NUMBER

**274694**

**Paid By**

EVELYN WEIDMAN

3900 COUNTY LINE RD

TEQUESTA, FL 33469

Transaction	Type	Record	Category	Description	Amount
03593887	Permit	PSEP19-0002	Standard Item	Special Event - Over 200 people	\$ 100.00

**Project Address**

482 TEQUESTA DR

**Total \$ 100.00**

Cash

Check

Credit

\$ 100.00

Transferred

**Tendered \$ 100.00**

**Change \$ 0.00**

**To Overpayment \$ 0.00**

# Village of Tequesta

## Department of Fire-Rescue Services

357 Tequesta Drive  
Tequesta, FL 33469

561-768-0500  
www.tequesta.org



James B. Trube, Fire Chief

January 15, 2019

Transmitted Via E-Mail to: [eh.knapp@comcast.net](mailto:eh.knapp@comcast.net)

Lynn Weidman  
FIRST PRESBYTERIAN CHURCH  
482 Tequesta Drive  
Tequesta, FL 33469

Re: **Annual Strawberry Festival – Special Event Permit**

Dear Ms. Weidman:

I am in receipt of your Special Event Permit for the above-referenced event being held on March 2, 2019. Before signing off on the final approval, there is some information which is needed pursuant to the National Fire Protection Association Life Safety Code (NFPA 1, Sec. 10.14.3.2). The Code requires and assessment of the following and what, if any, safety measures you are taking in that regard:

- (3) Medical Emergencies. (Paramedics are available at the hourly rate of \$46.05 per hr.)
- (4) Fire Hazards
- (5) Permanent and Temporary Structural Systems. i.e. What is your Plan of Evacuation?
- (6) Severe Weather Conditions.

As I am sure you understand, as the Authority Having Jurisdiction it is my primary concern to consider the safety of everyone attending your event. Please respond back to me in writing in response to the above, at which time we can move forward with your permit.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

James B. Trube, Fire Chief

Vice-Mayor Tom Paterno  
Council Member Laurie Brandon

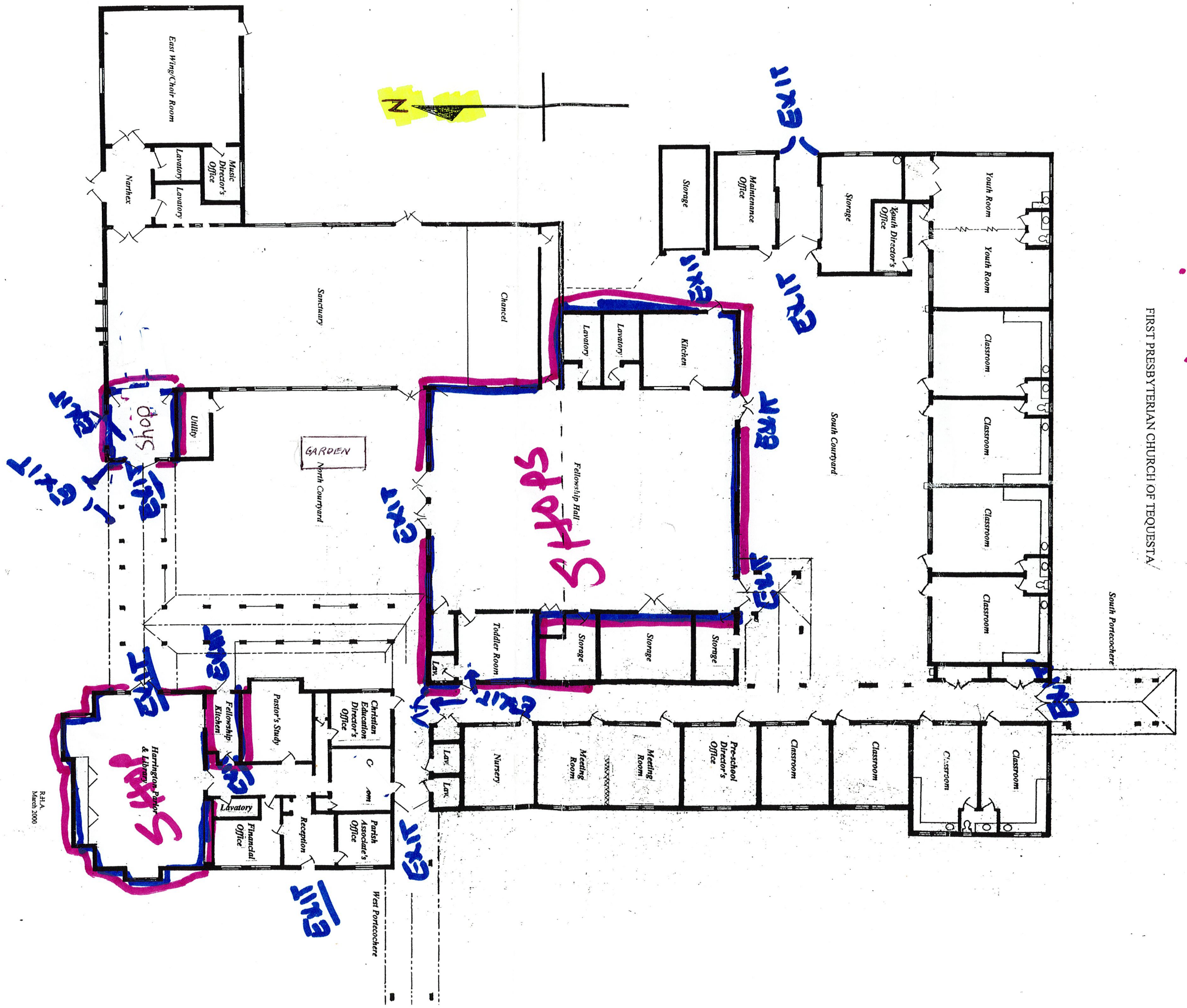
Mayor Abby Brennan  
Village Manager James Weinand

Council Member Vince Arena  
Council Member Kristi Johnson



# shops inside

FIRST PRESBYTERIAN CHURCH OF TEQUESTA



strawberry festival → Tequesta Drive →

First Presbyterian  
Church of Tequesta FL  
Event: Strawberry Fest  
March 2, 2019  
9-1pm



# EQUESTA DRIVE

# (EL PORTAL)

First Presbyterian Church

Strawberry Fest  
March 2, 2019  
9 AM TO 1 PM

TO WEST LINE OF SEC 25  
1185.96' MEAS.  
1185.2' by FILE

1211.13 MEAS.

7.54'

STORM DRAINAGE INLET

EDGE OF PAVEMENT IS CENTERLINE OF TEQUESTA DRIVE APPROXIMATE

SANITARY

FOUND CONCRETE MONUMENT

FIRE HYDRANT

BENCHMARK TOP FLANGE ELEV = 9.58

571.15' ± DEED 571.00' MEAS.

OF WAY AS PLATTED

10 x 15 TENT

BOUNCE HOUSE

32' x 50' PROPOSED ADDITION

HARRINGTON PARLOR & OFFICES  
FLOOR EL = 9.16

SANCTUARY  
FLOOR EL = 9.16

FELLOWSHIP HALL

PLAYGROUND

PARKING

PARKING

ASPHALT

ASPHALT

5 CONCRETE WALK

ASPHALT PARKING

DUMPSTER

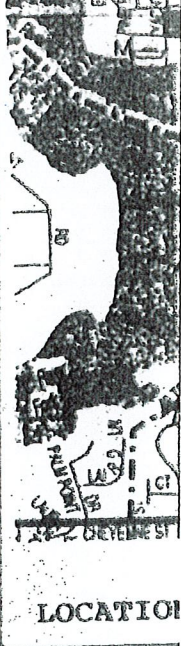
DEED 352.07' MEAS.

SEVILLA ROAD  
AS PER PLAT BOOK 12, PAGE 38

POINT DRIVE

MONUMENTED

BY AS PLATTED



DESCRIPTION:  
A parcel of land in Palm Beach County

PARENT TRACT:  
Beginning at the Easterly, along the line, measured 465 feet; then the line, measured 465 feet to the PO. parcel of land Northerly, a d line parallel angles to, the on Sheet No. 4 12, page 38, P Easterly along or less, to a from, measured of Sevilla Road said parallel parallel to the feet, more or LESS THE FOLLO

Two Parcels of Palm Beach County property described in the Office of County, Florida PARCEL A: Beginning at the according to t