

Memorandum

From the Town of Juno Beach Planning & Zoning Department

To: Joseph Lo Bello, Town Manager
From: Ruben Cruz, Director of Planning & Zoning
Date: September 19, 2016
Subject: Special Event Request – Holy Spirit Lutheran Church Christmas Eve Service

Background

Staff received a request for a special event from Holy Spirit Lutheran Church, which would take place on the pier in Town. **This is a recurring event in Town at the same location, and is why staff put it on the Consent Agenda).**

Discussion

The special event requested is to celebrate the holiday for church members and guests. There are anticipated to be approximately 650 attendees for this event. The applicant will be charged the permit fee of \$100 and a \$500 Security Deposit for this event based on the attached adopted fee schedule for Off-Site Special Events. This fee and deposit do not include required costs for outside assistance by Police, or any other necessary support. Those costs are the responsibility of the applicant during the application process and shall be provided 14 days prior to the date of the event.

As indicated in the attached application, the event will be required to obtain various outside agency and department approvals during the application process should the Town Council approve the event.

It is proposed to take place on Friday, December 23rd, from 1:00pm to 9:00pm to allow for setup and breakdown. The event will start at 7:00pm on the Juno Beach Park Pier.

Recommendation

Staff recommends that the Town Council consider the request for special event proposed in Juno Beach as stated above, subject to the applicant being responsible for the process for special events and all conditions and requirements following the application, including any additional agency reviews/approvals/fees.





HOLY SPIRIT LUTHERAN CHURCH

TOWN OF JUNO BEACH
RECEIVED

September 2016
25 10 SEP 13 PM 2:07

Rueben Cruz
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408

RE: Christmas Eve Service @ Juno Beach Pier

Dear Rueben,

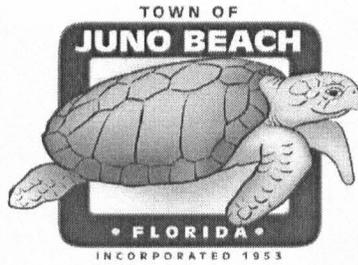
I am writing to ask for permission from the town of Juno Beach to have a Christmas Eve Service on the Juno Beach Pier as we have done for many years.

We have contacted Loggerhead Marineline Center asking permission to hold the Christmas Eve service on ~~Wednesday~~ ^{Friday}, December 23, 2016 from 7:00 – 8:00 pm. Tim Hannon, MarineLife Campus Director has given us permission. Tim's letter is attached.

- We have been in contact with Andrew Holzinger, Palm Beach County Parks and Recreation. We are presently waiting for Mr. Holzinger's letter of approval.
- People attending the service will park in the parking lot across from the pier and also in the Publix parking lot on US Hwy #1.
- We will hire 3 officers from the Juno Beach police to help with people crossing A1A & US Highway #1.
- Loggerhead Marineline Center & Holy Spirit Lutheran Church have insurance to cover any problems or accidents. A copy of our insurance certificate is attached.
- Holy Spirit Lutheran Church plans to pay the Marineline Center \$1.00 for each person attending the service. We expect approximately 650 people.
- The application for off-site special events is attached as well as the application fee check for \$100.
- A copy of my driver's license is enclosed in this packet.

Thank you so much for your attention to this matter. I look forward to hearing from you.

Maureen Lay, Worship Service Coordinator



Town of Juno Beach
 340 Ocean Drive; Juno Beach, FL 33408
 Phone: (561) 626-1122; Fax: (561) 775-0812

Application for Off-Site Special Event

Note: The issuance of any Special Event permit from the Town of Juno Beach does not exempt the applicant from obtaining the appropriate Business Tax License (occupational license) and temporary liquor license from the State of Florida, Division of Alcoholic Beverages and Tobacco under Florida Statute, or, any other county or state required permits.

Fee Schedule:

<u>Event Type</u>	<u>Deadlines Application/Obligations</u>	<u>Application Fee</u>	<u>Permit Fee*</u>	<u>Security Deposit</u>	<u>Deadline Late Fee</u>
Low-Impact (Up to 999 attendees)**	60/14 days prior to event	\$100	\$100/day	\$500	\$200
Medium-Impact (1000-4999 attendees)	120/45 days prior to event	\$200	\$500/day	\$1,000	\$400
High-Impact (5000+ attendees)	120/45 days prior to event	\$300	\$1,000/day	\$5,000	\$600

*Permit Fee will be determined by the Town Council for off-site events lasting 4 or more consecutive days.

**Low-Impact events consisting of 25 attendees or less will be approved administratively.

Notes: Please initial each item below to confirm your understanding:

- MS* Application Fee is due at time of Application submittal and is not refundable.
- MS* Deadline Late Fee is an additional charge and is not refundable.
- MS* Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Director outlining obligations and fees.
- MS* Permit Fees and Security Deposit are due 14/45 days prior to the event. These fees may be refunded if the event is canceled or postponed at least 7/14 days prior to the event date.
- MS* After the event, Security Deposit, or a portion of, may be returned after an inspection is completed by Town Staff. The Town shall determine what portion of the Security Deposit may be returned.
- MS* Failure to comply with restrictions imposed automatically forfeits the Security Deposit.
- MS* Town Staff will determine if application will require additional conditions to be added or existing conditions modified, dependent upon each individual event.
- MS* Failure to provide the required obligations, fees and deposits 14 or 45 days prior to the event date, as indicated above, will subject the applicant to the Late Fee and/or cancelation of event.
- MS* Additional charges may apply for Police and/or Public Works services, Town Staff will determine what services are required. Please read Sections III and IV. Deadline for these fees are 14 or 45 days prior to the event date, as indicated above, subject to Late Fee and/or cancellation of event.

Section I Instructions for Applicant

1. Applicant shall complete Section II of this application. (Town Staff will review the Applicants submittal and complete other sections as required.)
2. Attach the following with this application:
 - a) Attach Application Fee, and Late Fee if applicable. (All fees are Payable to the Town of Juno Beach.)
 - b) Plot/Site Plan (drawing/sketch), showing the site upon which you are proposing your special event, identifying parking areas, adjacent roadways, existing structures, proposed (temporary) structures/items, road closures, barricades/fences, etc.;
 - c) Attach letter(s) of approval from all outside agencies: (i.e. Palm Beach County (PBC) Parks and Recreation, PBC-Traffic Division, PBC-Fire Rescue, Florida Department of Transportation, Department of Environmental Protection, Environmental Resources Management, Coast Guard, etc.)
 - d) Copy of current insurance certification(s) with the **Town of Juno Beach** listed as **"Additionally Insured" with a minimum amount of \$1,000,000.00 liability coverage**; (or state your ability to provide it with all other obligations).
 - e) Notarized Letter of approval from property owner(s).
 - f) Copy of Driver License.
3. Sign and date this application at the end of Section II.

Section II Required Information

▪ **Regarding the Applicant:**

Name of Applicant/Sponsor: Maureen Lay Phone: 561-624-9663

Relationship to Organization Represented: WORSHIP SERVICE COORDINATOR

Address of Applicant/Sponsor: 13301 Ellison Wilson Road, JUNO BEACH, FL
33408

Name, Address, Phone of Organization Represented: Holy Spirit Lutheran Church
Same as above

Principal contact person on Event Day/Phone: Maureen Lay
561-624-9663 cell. 561-644-0521

Alternate contact person on Event Day/Phone: Pastor Frank Wagner
cell. 561-373-0465

▪ **Regarding the Subject Location (where the proposed special event is being requested):**

Address/Location: Juno Beach Pier
Juno Beach, FL 33408

Name of Subdivision: _____

▪ **Regarding the Special Event Specifics:**

Please describe the special event being requested: Christmas Eve "Eve" (Dec. 23)
Service (7pm) on the Juno Beach Pier with
music and a Christmas message.

Indicate roadway(s) to be closed: N/A

Indicate if amusement rides (type/quantity) are part of the event: No

Indicate if alcohol will be served at the event and who will serve: No

Indicate types of equipment, tents, trailers or other temporary structures that will be part of the event: Portable Risers / Stage, sound equipment, musical instruments, 2 generators

Number of employees/volunteers working the event: 30

Number of anticipated attendees for the event: 650

Length of time proposed for the event to take place, including set-up and tear down, (dates/times): December 23, 2016 1pm - 9pm
Event starts at 7pm

▪ **Regarding other Town Services:**

If Police and/or Public Works services are being requested, please indicate your anticipated duties: (Regardless of your anticipated need, Town staff may determine that Police and/or Public Works services are required for your event, refer to letter of approval):

Traffic control, Safety, assist people crossing the street, security

▪ **Please initial to confirm attachments:**

- Application Fee, and Late Fee, if applicable. (Payable to Town of Juno Beach)
- Plot/Site Plan
- Outside agency letter(s) of approval
- Insurance Certificate
- Notarized Letter from property owner
- Copy of Driver License

Indicate items not submitted and reasons for non-submittal: _____

Hold Harmless Agreement:

In accordance with the Town of Juno Beach Code of Ordinances, in permitting any special event, the applicant shall meet all requirements set forth in Chapter 34 and is subject to Town Council approval. In addition, Town Staff shall prescribe appropriate conditions and safeguards and obligations and fees as required.

By submittal of this application, the sponsor agrees to indemnify and hold harmless the Town of Juno Beach, its officers, employees and agents from and against all loss, costs, expenses, including attorney's fees, claims, suits and judgments, whatsoever in connection with injury to or death of any person or persons or loss of or damage to property resulting from any and all operations performed by sponsor, its officers, employees, and agents under any of the terms of this Special Event Application.

If any unforeseen circumstance(s) occur and/or the sponsor fails to meet the requirements the Town has set forth, the Town Manager or Police Chief shall have the right to cancel or stop the event either before commencement of the event and/or during the event.

Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Director outlining obligations and fees.

Maureen Lay
 Applicant/Sponsor Signature

9-12-2016
 Date

MAUREEN Lay
 Print Name

Office Use Only:

FRANK D
 Received By

9/13/16
 Date (Please Date Stamp)

Town Calendar has been reviewed and event "Tentatively" Scheduled with 2 day alert.

 Completed By

 Date

Event status shall be updated when approved. Completed by: _____

TOWN OF JUNO BEACH
 RECEIVED
 2016 SEP 13 PM 2:11

Section III Police Department-Special Event Requirements



The following are additional obligations your organization may have to meet. As part of the Special Event review process the Police Department may impose fees for services as deemed appropriate for the type and impact of the proposed event. The Police Department may schedule a meeting to review the event specifics and Police Operational or Action Plan as determined by the Town. Items reviewed in the Plan include, but are limited to, the following:

- Operations Command Post needs, Incident Management;
- Traffic Control Plan, Road Closures, Parking Plan, Event Route management;
- Staffing needs, Day and Night patrol, Coordination with other agencies;
- Vendor setup and security;
- Attendee/Pedestrian access, security, monitoring and control;
- Equipment needs motorized and non-motorized, Communications;
- Providing of adequate volunteers, Volunteer meeting(s) with Police representative prior to, or on event day(s);
- The Principal of the event shall remain accessible to the Police Supervisor at all times during the event to provide necessary event management and control.

The Police Department will attempt to place officers during the requested dates and hours. Because of unforeseen circumstances, this application may not be filled when requested. Juno Beach Police Officers will not work in the capacity of a "bouncer" at a bar or other establishment where alcohol is served.

Rates

Officer - \$45.00

Supervisor (if required) - \$55.00

(Rates are subject to a \$15.00 an hour premium on Town designated Holidays.)

- **THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.**
- **IF MORE THAN THREE (3) OFFICERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.**
- **ALL CANCELLATIONS OF POLICE SERVICES MUST BE MADE 48-HOURS IN ADVANCE OR A THREE (3)-HOUR, PER OFFICER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND JSHAVER@JUNOBEACHPD.COM.**

Office Use Only:

_____ Officers @ \$45.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$55.00/hour: total of _____ hours = \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N
 * **Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.**

Reviewed By: _____

Approved by Police Chief/Designee: _____

Section IV Public Works Department-Special Event Requirements

As part of the Special Event review process the Public Works Department may impose fees for services as deemed appropriate for the type and impact of the proposed event.

Public Works services include, but are not limited to, the following:

- Delivery, set-up and removal of traffic or parking control devices including portable message boards, barricades, signs, stakes, traffic cones and/or any other devices requested by the Town’s Police Department.
- Random event site inspections to insure the Applicant removes trash/litter or debris from the event site as needed. Event usage area final inspection of public properties to insure adequate cleaning at event’s end/closing and prior to release of security deposits, if applicable.
- Public Works staff time to clean, remove and dispose of any and all residual debris, trash or to repair damaged property incurred by the Applicant or Applicant’s agents on the event site public property.

Rates

<i>Regular Staff</i>	<i>\$30.00</i>
<i>Supervisor (if required)</i>	<i>\$40.00</i>

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) STAFF MEMBERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF PUBLIC WORKS SERVICES MUST BE MADE 48-HOURS IN ADVANCED OR A THREE (3)-HOUR, PER STAFF MEMBER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND AMERIANO@JUNO-BEACH.FL.US.***

Office Use Only:

_____ Regular Staff @ \$30.00/hour: total of _____ hours = \$ _____
 _____ Supervisors @ \$40.00/hour: total of _____ hours = \$ _____

Payment Due Date: _____ Total Amount Due: \$ _____ Payment Received: Y / N

**** Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.***

Reviewed By: _____

Approved by Director of Public Works/Designee: _____

Section V Application Review

_____ Director of Planning & Zoning	_____ Date
_____ Police Chief	_____ Date
_____ Public Works Director	_____ Date
_____ Finance Director	_____ Date
_____ Town Manager	_____ Date

Section VI Post Event Inspection and Security Deposit Status

Post event Comments, Issues List and recommended Security Deposit withheld:

* _____ *Amount and Date Returned of the Security Deposit.*

Amount *Date*

_____ Director of Planning & Zoning	_____ Date
_____ Police Chief	_____ Date
_____ Public Works Director	_____ Date
_____ Finance Director	_____ Date
_____ Town Manager	_____ Date



HOLY SPIRIT LUTHERAN CHURCH

September 8, 2016

Palm Beach County Parks and Recreation
2700 6th Ave. So.
Lake Worth, FL 33463

Attention: Andrew Holzing and Derrick Easley

Dear Andrew & Derrick,

I am writing to ask for permission from Palm Beach County to hold a Christmas Eve Service (December 23, 2015) on the Juno Beach Pier. We have held a Christmas Eve Services for over 8 years at this site.

We have contracted Loggerhead Marineline Center asking permission to hold this service. Tim Hannon, Director Campus Operations, of the Marine Life Center has given us permission. Tim's letter is attached.

- People attending the service will park in the parking lot across from the pier and also in the Publix parking lot on US Hwy #1.
- We will hire 2 officers from the Juno Beach police to help with people crossing A1A & US Highway #1.
- The Loggerhead Marineline Center & Holy Spirit Lutheran Church both have insurance to cover any problems or accidents. A copy of our insurance is attached.
- Holy Spirit Lutheran Church plans to pay Loggerhead Marineline Center \$1.00 for each person attending the services. We expect approximately 600 people at the service.

The Town of Juno Beach requests that we get their paperwork back to them as soon as possible. Your approval for these events is part of the paperwork they will be looking for. Please respond as soon as possible.

Thank you so much for your attention to this matter. I look forward to hearing from you.

Sincerely,

Maureen Lay, Worship Service Coordinator
Holy Spirit Lutheran Church



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/02/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of Florida, Inc Suite 400 1401 Forum Way West Palm Beach, FL 33401 Kyle Bloemers	CONTACT NAME: PHONE (A/C, No., Ext): 561-686-2266 FAX (A/C, No.): 561-686-2313 E-MAIL ADDRESS: ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC # INSURER A : American States Insurance Co. 19704 INSURER B : Church Mutual Ins. Co. INSURER C : INSURER D : INSURER E : INSURER F :
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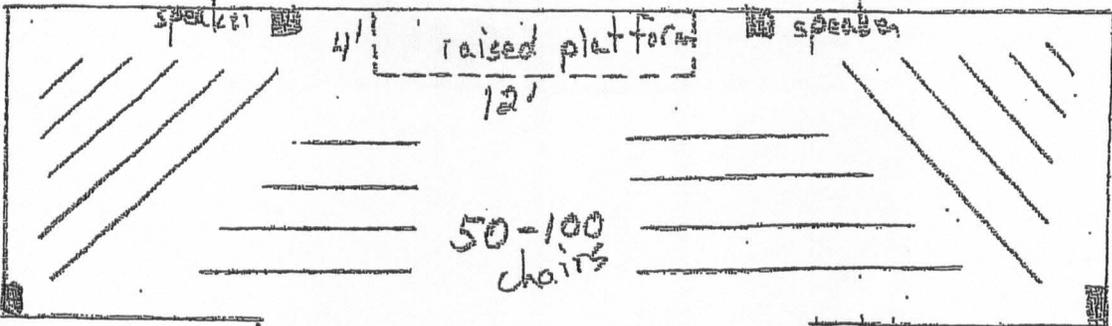
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		01CI85285510	05/25/2016	05/25/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			01CI85285510	05/25/2016	05/25/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			01XS16917810	05/25/2016	05/25/2017	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	032325007887796	05/25/2016	05/25/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Sexual Misconduct			01CI85285510	05/25/2016	05/25/2017	Occurrence 300,000 Aggregate 600,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Palm Beach County Commissioners and the Town of Juno Beach, FL is included as Additional Insured with respects to General Liability as required by written contract.
Proof of insurance regarding permits for church Christmas Eve Service on the Juno Beach Pier, December 23, 2016, from 6:30-8:30.

CERTIFICATE HOLDER <p style="text-align: right;">JUNOB-1</p> Town of Juno Beach, FL Palm Beach County Commissioners 3700 6th Avenue South Lake Worth, FL 33461	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Ocean

Length of pier is 990' from road

Covered pavilion

electrical outlet

Covered pavilion

electrical outlet

Ocean

Gate

office

Road

County Parking 318



CERTIFICATE OF LIABILITY INSURANCE

HOLYS-1 OP ID: AJC

DATE (MM/DD/YYYY)

09/02/2016

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PRODUCER Brown & Brown of Florida, Inc Suite 400 1401 Forum Way West Palm Beach, FL 33401 Kyle Bloemers	CONTACT NAME: PHONE (A/C, No, Ext): 561-686-2266	FAX (A/C, No): 561-686-2313
	E-MAIL ADDRESS:	
INSURED Holy Spirit Lutheran Church, Inc. 13301 Ellison Wilson Road Juno Beach, FL 33408		INSURER(S) AFFORDING COVERAGE INSURER A : American States Insurance Co. INSURER B : Church Mutual Ins. Co. INSURER C : INSURER D : INSURER E : INSURER F :
		NAIC # 19704

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

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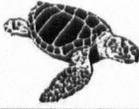
CERTIFICATE HOLDER**CANCELLATION**

JUNOB-1

Town of Juno Beach, FL
 Palm Beach County
 Commissioners
 3700 6th Avenue South
 Lake Worth, FL 33461

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



LOGGERHEAD

MARINELIFE CENTER

14200 U.S. Highway One
Juno Beach, Florida 33408
561.627.8280 • Fx: 561.627.8305
www.marinelife.org



Board of Directors

Brian K. Waxman
Chair

Raymond E. Graziotto
Vice Chair

Robert Chlebek
Treasurer

Ann Miller
Secretary

Roger Amidon

Bruce A. Beal

Thomas Bean

Cressman Bronson

John D. Couris

Jodie Gless

Gordon Gray

Roe Green

Carrie Hanna

Dawn Hoffman

Todd Hutchison

Dan Jennings

Susan Johnson

Kim Edward Koger, M.D.

Leanna Landsmann

Ed Lunsford

Karen Marcus

James F. Mullen IV, CPA

Joel Paige

Morgan R. Pency, M.D.

Robert Weisman

Lynne Wells

Diana Wilkin

Jeanette Wyneken, Ph.D.

September 1, 2016

Holy Spirit Lutheran Church
13301 Ellison Wilson Rd
Juno Beach, FL 33408
Attn: Maureen Lay

Dear Maureen,

As requested, Loggerhead Marineline Center approves of Holy Spirit Lutheran Church holding a Christmas Eve service, December 23, 2016, on the Juno Beach Pier. The service will start at 6:30pm and conclude by 8:30pm.

Once again, you are welcome to come out as early as 1:00pm that day to begin set up for the event.

Sincerely,

Tim Hannon
Director Campus Operations

Emeritus Members

Nancy DiMarco, D.V.M.

Frank W. Harris

Gail Nelson

Emmy S. Rayne

President & CEO

Jack E. Lighton



Florida *The Sunshine State*
DRIVER LICENSE CLASS E



MAUREEN CURRIE
LAY

DOB: [REDACTED] SEX: F
ISSUED: 12-03-2008 HGT: 5-00
EXPIRES: 08-06-2017
REST: 24
ENDORSE:
REPLACED: 03-27-2015

Maureen Lay
ORGAN DONOR

SAFE DRIVER
Operation of a motor vehicle constitutes consent to any sobriety test required by law.