

# Memorandum

*From the Town of Juno Beach Planning & Zoning Department*

**To:** Joseph Lo Bello, Town Manager  
**From:** Ruben Cruz, Director of Planning & Zoning   
**Date:** June 2, 2016  
**Subject:** Special Event Request – Loggerhead Triathlon

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## Background

Staff received a request for a special event from Stewart Auvile, representative for the Northern Palm Beach Chamber of Commerce. **This event is a recurring event in Town at the same location along Ocean Drive, and is why staff put it on the Consent Agenda.**

## Discussion

The location of this event takes place regularly between Carlin Park in Jupiter (along Ocean Drive) and extends into the Town via Ocean Drive with a turn-around point just north of Donald Ross Road. The applicant is providing this application to the Town well in advance of their scheduled date. The event will require the roadway (Ocean Drive) to be closed during the event (August 6<sup>th</sup>, 2016 from 6:30am to 11am). The applicant has provided a map depicting the entire area of the 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.

The event is an athletic event garnering nationwide recognition and is expected to attract 800 athletes and provide 100 volunteers.

The Northern Palm Beach County Chamber is both producing and managing this event.

## Recommendation

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





TOWN OF JUNO BEACH  
 RECEIVED  
 MAY 20 AM 11:29

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:

- Application Fee is due at time of Application submittal and is not refundable.
- Deadline Late Fee is an additional charge and is not refundable.
- 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.
- 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.
- 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.
- Failure to comply with restrictions imposed automatically forfeits the Security Deposit.
- Town Staff will determine if application will require additional conditions to be added or existing conditions modified, dependent upon each individual event.
- 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 cancellation of event.
- 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: NPBC Chamber Phone: 561-746-7111

Relationship to Organization Represented: \_\_\_\_\_

Address of Applicant/Sponsor: 5520 PGA BLVD SUITE 200  
PALM BEACH GARDENS, FL 33418

Name, Address, Phone of Organization Represented: STEWART AUVILLE  
561-951-4443

Principal contact person on Event Day/Phone: S. AUVILLE

Alternate contact person on Event Day/Phone: ANGELIQUE ALLEN  
321-948-8512

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

Address/Location: CARLIN PARK BETWEEN DONALD ROSE & MARCINSKI

Name of Subdivision: TOWN OF JUNO TOWN OF JUPITER & PALM BEACH COUNTY

▪ **Regarding the Special Event Specifics:**

Please describe the special event being requested: TRIATHLON

Indicate roadway(s) to be closed: AIA BETWEEN DONALD ROSE RD & MARCINSKI

Indicate if amusement rides (type/quantity) are part of the event: NA

Indicate if alcohol will be served at the event and who will serve: CHAMBER - FREE SAMPLES

Indicate types of equipment, tents, trailers or other temporary structures that will be part of the event: TABLES & RESTROOMS

Number of employees/volunteers working the event: 100

Number of anticipated attendees for the event: 800

Length of time proposed for the event to take place, including set-up and tear down, (dates/times): AUGUST 6TH 6AM - 11AM

▪ **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):

2 OFFICERS

▪ **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.

Beth Kugel  
Applicant/Sponsor Signature

4/22/16  
Date

BETH KUGEL  
Print Name

<b><u>Office Use Only:</u></b>	
_____	_____
Received By	Date (Please Date Stamp)
<b>Town Calendar has been reviewed and event "Tentatively" Scheduled with 2 day alert.</b>	
_____	_____
Completed By	Date
<b>Event status shall be updated when approved. Completed by:</b> _____	

**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>	<b>\$30.00</b>
<i>Supervisor (if required)</i>	<b>\$40.00</b>

- ***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: \_\_\_\_\_





**ANNE M. GANNON**  
**CONSTITUTIONAL TAX COLLECTOR**  
*Serving Palm Beach County*

P.O. Box 3353, West Palm Beach, FL 33402-3353  
 www.pbctax.com Tel: (561) 355-2264

**\*\*LOCATED AT\*\***

5520 PGA BLVD STE 200  
 PALM BEACH GARDENS, FL 33411

*Serving you.*

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
56-0001 ADMINISTRATIVE OFFICE	NORTHERN PALM BEACH COUNTY CHAMBER OF		U15.728837 - 09/04/15	\$33.00	B4016451E

This document is valid only when received by the Tax Collector's Office.

**STATE OF FLORIDA  
 PALM BEACH COUNTY  
 2015/2016 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 201145894  
 EXPIRES: SEPTEMBER 30, 2016**

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and **MUST** be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.

B3 - 677

NORTHERN PALM BEACH COUNTY CHAMBER OF COMMERCE INC  
 NORTHERN PALM BEACH COUNTY CHAMBER OF COMMERCE INC  
 5520 PGA BLVD STE 200  
 PALM BEACH GARDENS, FL 33418



**CITY OF PALM BEACH GARDENS**  
**BUSINESS TAX RECEIPT**  
 10500 N. MILITARY TRL, PALM BCH GARDENS, FL 33410  
 EXPIRES SEPTEMBER 30, 2016

No: 017198

DBA: NORTHERN PALM BEACH COUNTY CHAMBER OF COMMERCE INC  
 Address: 5520 PGA BLVD, 200  
 PALM BEACH GARDENS, FL 33418  
 Activity: CHAMBER OF COMMERCE

Issued to: **Unclassified General Services**  
 NORTHERN PALM BEACH COUNTY CHAMBER OF COMMERCE INC  
 5520 PGA BLVD  
 200  
 PALM BEACH GARDENS, FL 33418

*Elizabeth Williams*

**2015 / 2016**  
**MUST BE POSTED CONSPICUOUSLY AT YOUR PLACE OF BUSINESS**  
 Per City Code Sec. 66-44

ELIZABETH WILLIAMS  
 CERTIFIED BUSINESS TAX OFFICIAL



**Certificate of Registration**

DR-11  
 R. 10/13

Issued Pursuant to Chapter 212, Florida Statutes

60-8012356663-6	12/08/83
Certificate Number	Registration Effective Date

This certifies that

NORTHERN PALM BEA COUNTY CHAMBER OF COMM  
 800 N US HIGHWAY 1  
 JUPITER FL 33477-3212

has met the sales and use tax registration requirements for the business location stated above and is authorized to collect and remit tax as required by Florida law. This certificate is non-transferable.

**POST THIS CERTIFICATE IN A CONSPICUOUS PLACE**

Internal Revenue Service  
P.O. Box 2508  
Cincinnati, Ohio 45201

Department of the Treasury

Date: JUL 24 2008

Person to Contact - ID#: JOE KENNEDY - ID# 31-08655  
Contact Telephone Numbers: 877-829-5500 Phone  
Federal Identification Number: 59-1001660

NORTHERN PALM BEACH COUNTY  
CHAMBER OF COMMERCE INC  
800 N US HIGHWAY ONE  
JUPITER, FL 33477

Dear Sir or Madam:

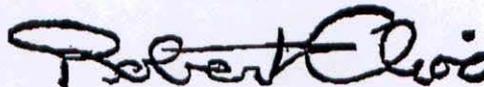
By our determination dated June 1981, you were held to be exempt from Federal Income Tax under the provisions of section 501(c)(6) of the Internal Revenue Code.

You recently furnished us information that The Northern Palm Beaches Chamber of Commerce, Inc. (EIN: 59-2694906) merged with Jupiter-Tequesta-Juno Beach Chamber of Commerce, Inc. (EIN: 59-1001660) on October 1, 2007. In addition, Jupiter-Tequesta-Juno Beach Chamber of Commerce, Inc. has changed its name to Northern Palm Beach County Chamber of Commerce, Inc. Based on the information submitted, we have determined that the name change and merger do not affect your exempt status. The organization, Northern Palm Beach County Chamber of Commerce, Inc., will continue using Employer Identification Number 59-1001660.

Please let us know about any further changes in your character, purposes, method of operation, name or address.

If you have any questions regarding this matter, please contact the person whose name and telephone number appear in the heading of this letter.

Sincerely,



Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 24 2008

Employer Identification Number:

59-2694906

DLN:

208204043

NORTHERN PALM BEACH COUNTY CHAMBER  
OF COMMERCE INC  
800 N US HWY ONE  
JUPITER, FL 33477

Contact Person:

JOSEPH R KENNEDY

ID# 31647

Contact Telephone Number:

(877) 829-5500

Internal Revenue Code

Section 501(c)(5)

Dear Applicant:

We appreciate your cooperation in submitting the information regarding the dissolution of your organization.

As a result of the dissolution, your exempt status under section 501(a) of the Internal Revenue Code, as an organization described in the section shown above, is terminated and no longer effective after October 1, 2007.

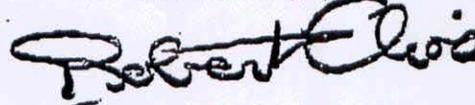
Contributions to you are not deductible after October 1, 2007.

A final return, Form 990, Return of Organization Exempt From Income Tax (Except Private Foundation), should be filed with the appropriate service center.

In accordance with section 6104(c) of the Code, the appropriate State officials will be notified of this action.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

## **2016 Loggerhead Triathlon Statement of Use/Road Closures**

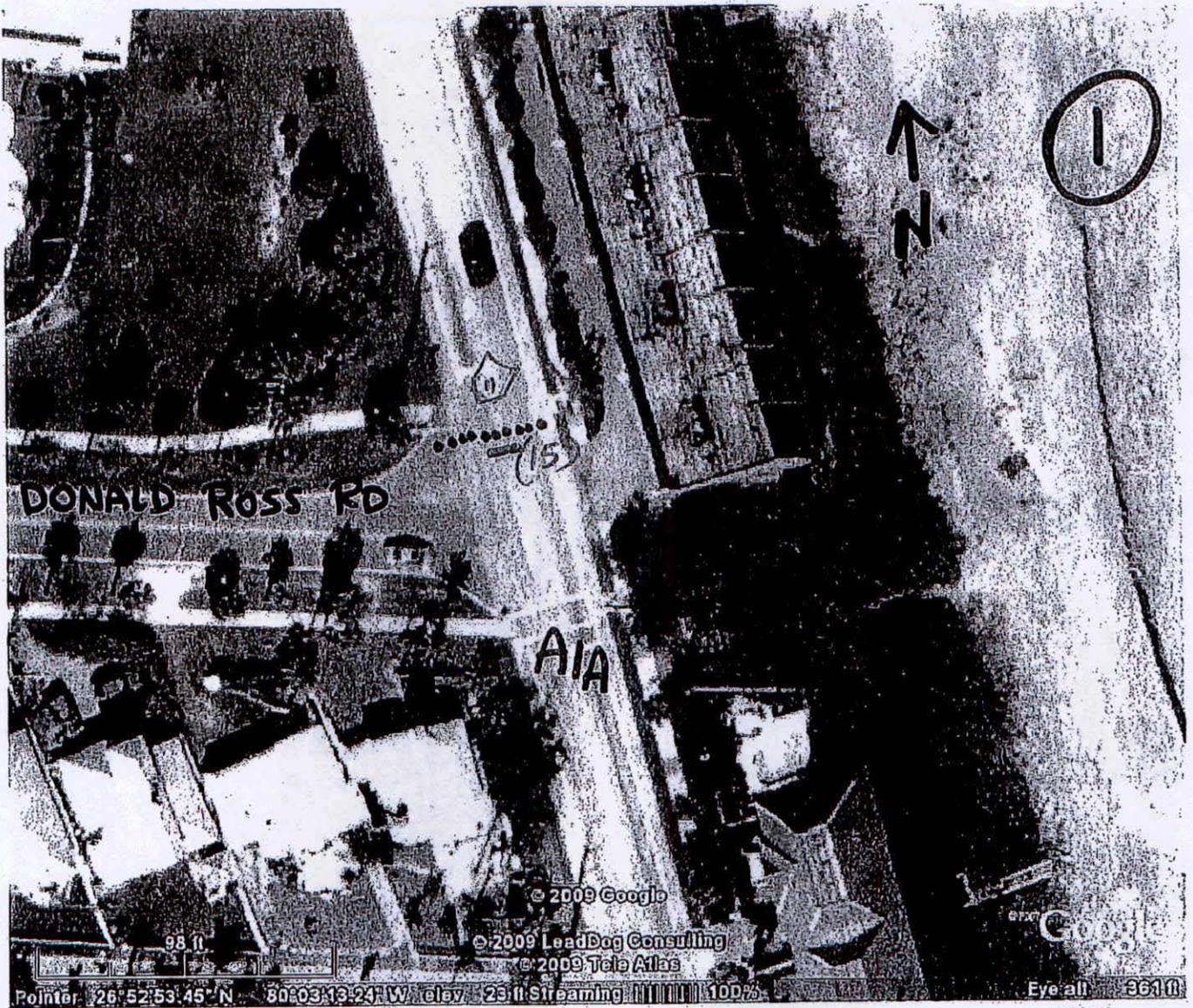
The NPBC Chamber of Commerce will host its Annual Loggerhead Triathlon on Saturday, August 6<sup>th</sup> 2016 in Jupiter and Juno Beach, FL. The ever popular sporting competition will attract athletes from all over Florida and the southeast and will showcase our beautiful community.

The event will be staged in Carlin Park. We will have one USAT sanctioned competition consisting of the following: The first portion on the event is the swim – 3/8 mile. The second portion is the 13 mile bike ride which extends from Carlin Park south on A1A to Loggerhead Park and back for two loops. The final portion is the 3.1 mile run which extends from Carlin Park north on A1A to Jupiter Beach Park and back to Carlin Park. The following road closures will be needed:

- A1A closed from the main entrance to Carlin (Van Kessel) south to Donald Ross Road 6:30 AM – 9:30 AM
- A1A closed from Van Kessel to Jupiter Beach Road 6:30 AM – 11:00 AM
- Jupiter Beach Road closed from A1A to Ocean Trail Way 6:30 AM – 11:00 AM
- Ocean Trail Way closed from Jupiter Beach Road to the Jupiter Inlet 6:30 AM – 11:00 AM
- A1A closed from Van Kessel to north entrance of Carlin Park between 6:30 AM – 11:00 AM

VMS BOARDS TO BE PLACED AT THE FOLLOWING LOCATIONS ON JULY 29<sup>TH</sup> UNTIL AUGUST 6<sup>TH</sup>

- A1A south of US#1 for s/b A1A traffic
- Indiantown Road facing e/b traffic on the south side west of A1A
- Ocean Way facing e/b traffic just west of A1a
- Marcinski facing e/b traffic west of A1A.
- Donald Ross Road facing e/b traffic west of A1A



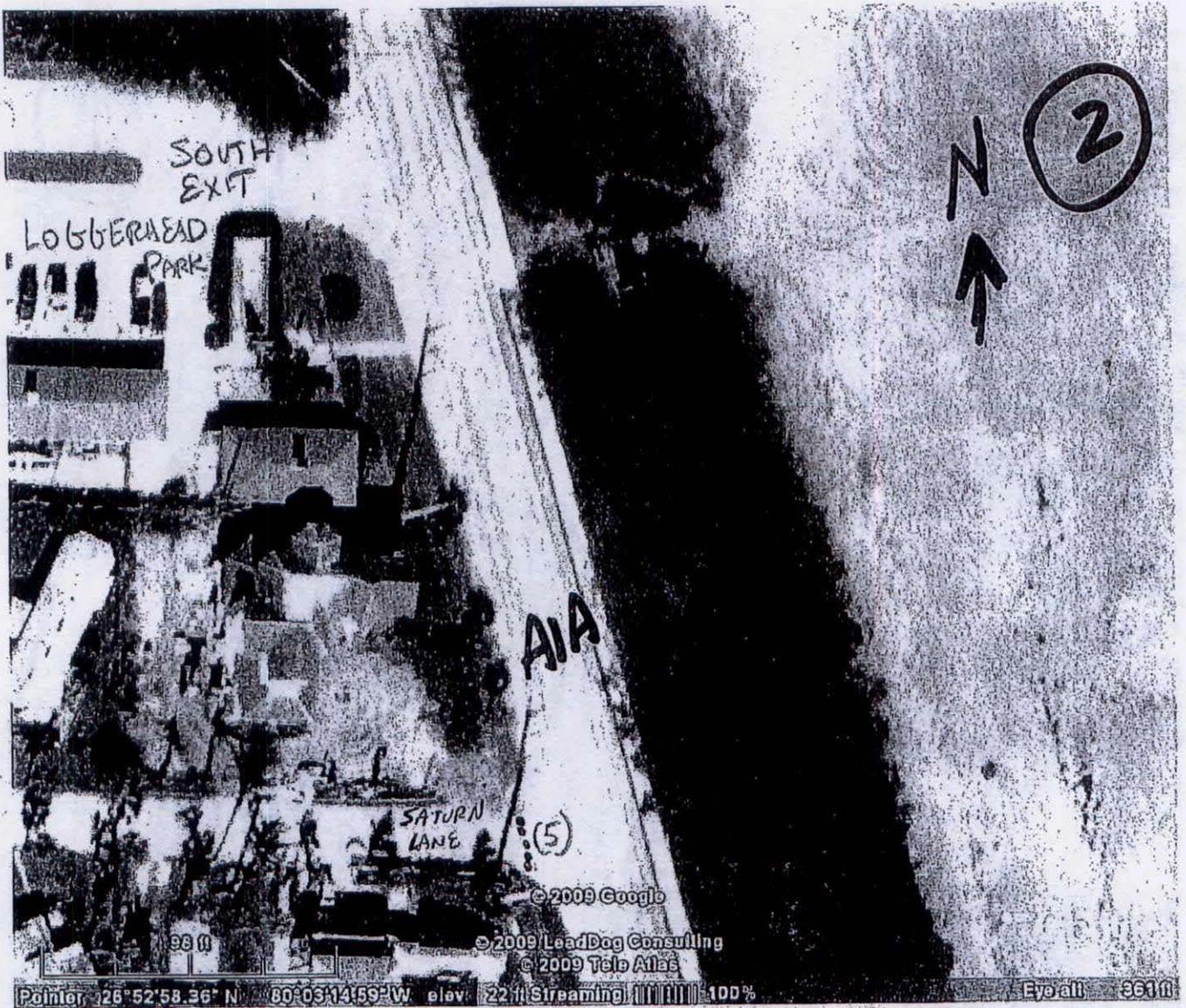
..... = 15 3 FT ORANGE REFLECTIVE DOT TRAFFIC CONES

— = 1 ROAD CLOSED SIGN ON BARRICADE

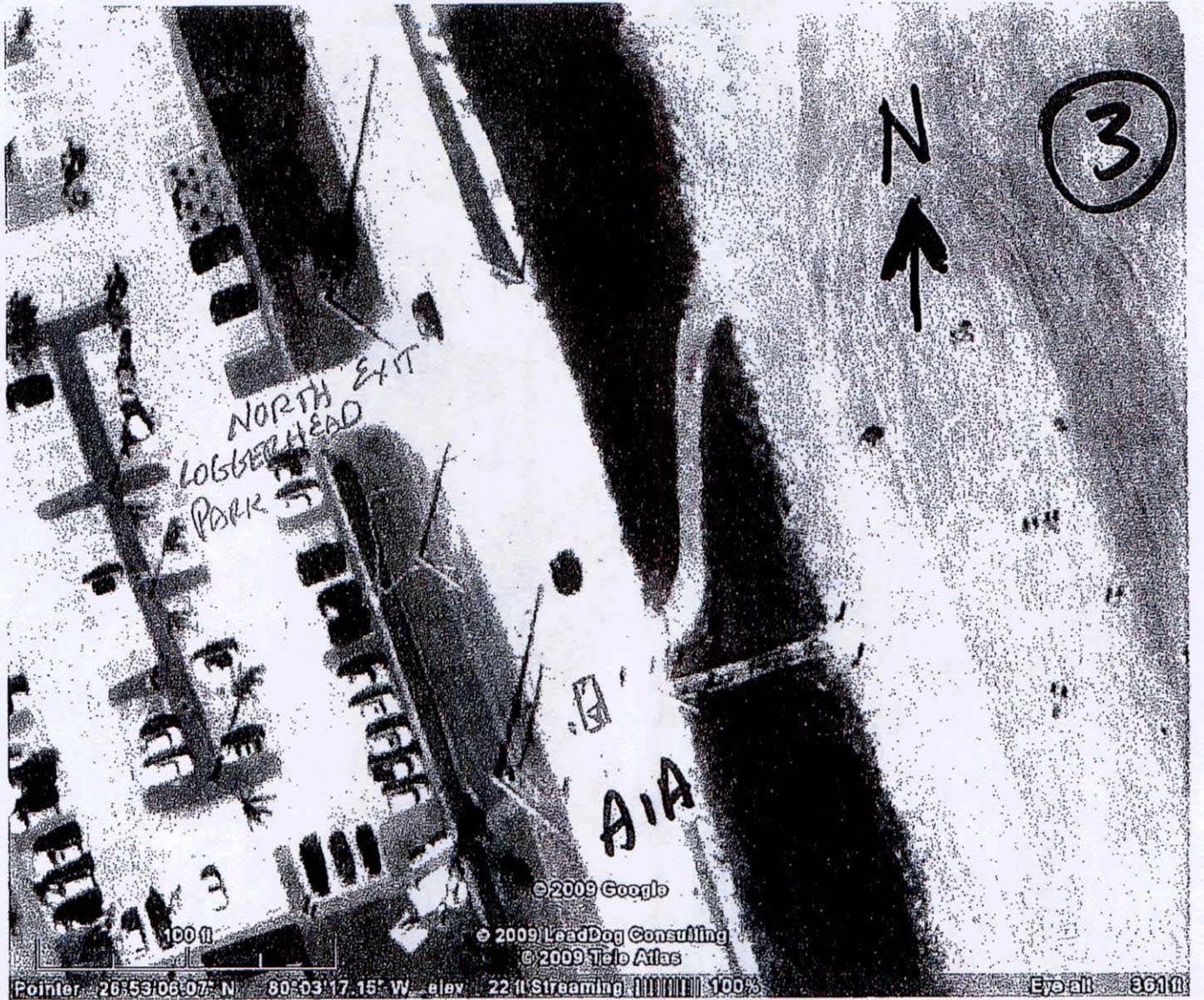
◁ = 1 MARKED POLICE VEHICLE & OFFICER

1 WEEK PRIOR • ALSO VMB AT DONALD ROSS RD AND SR5

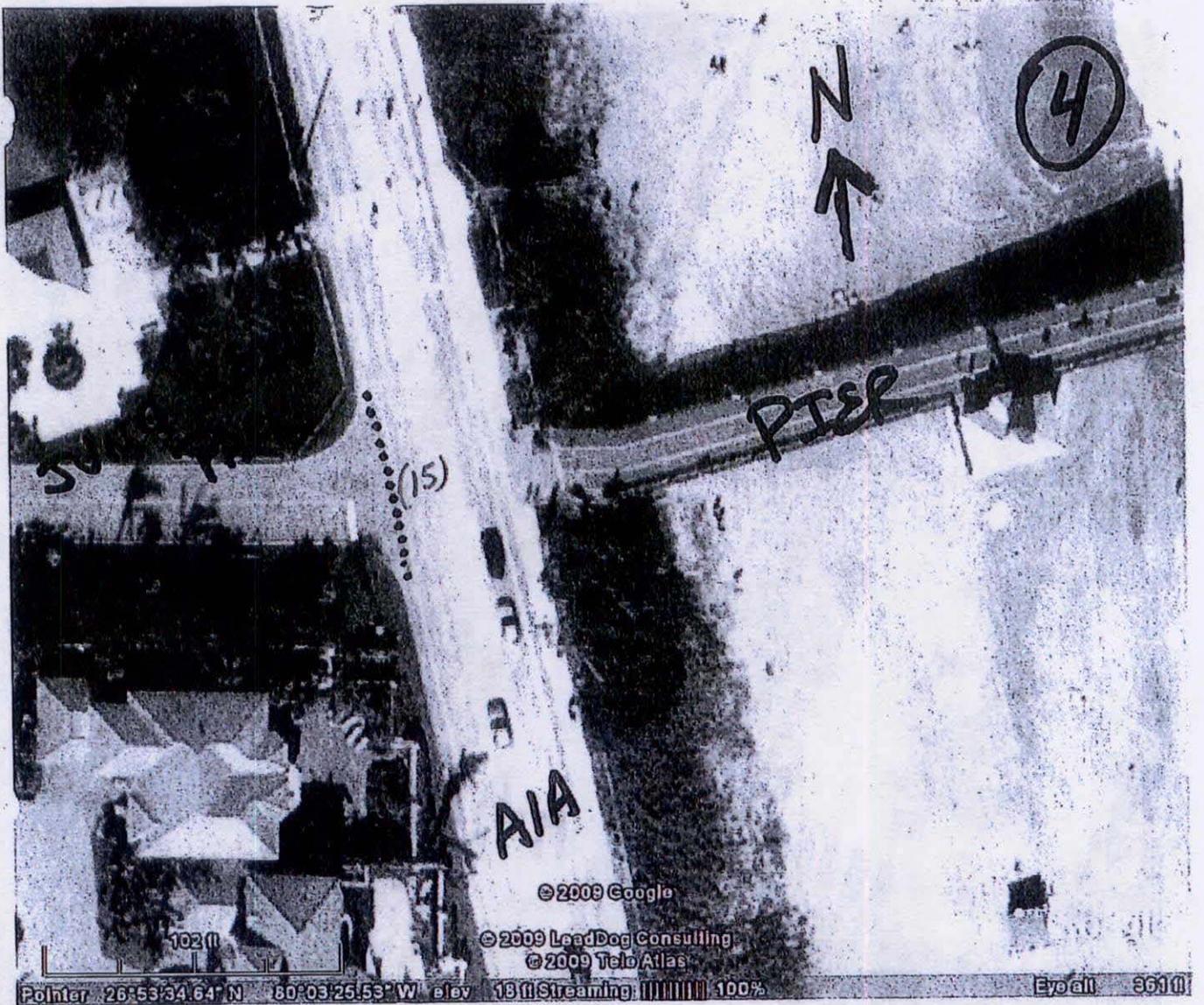
- THIS PLAN REQUIRES
- 410 CONES
  - 2 ROAD CLOSED SIGNS ON BARRICADES
  - 4 VMB
  - 9 MARKED POLICE CARS & OFFICERS
  - 1 POLICE MOTORCYCLE & PIOPER



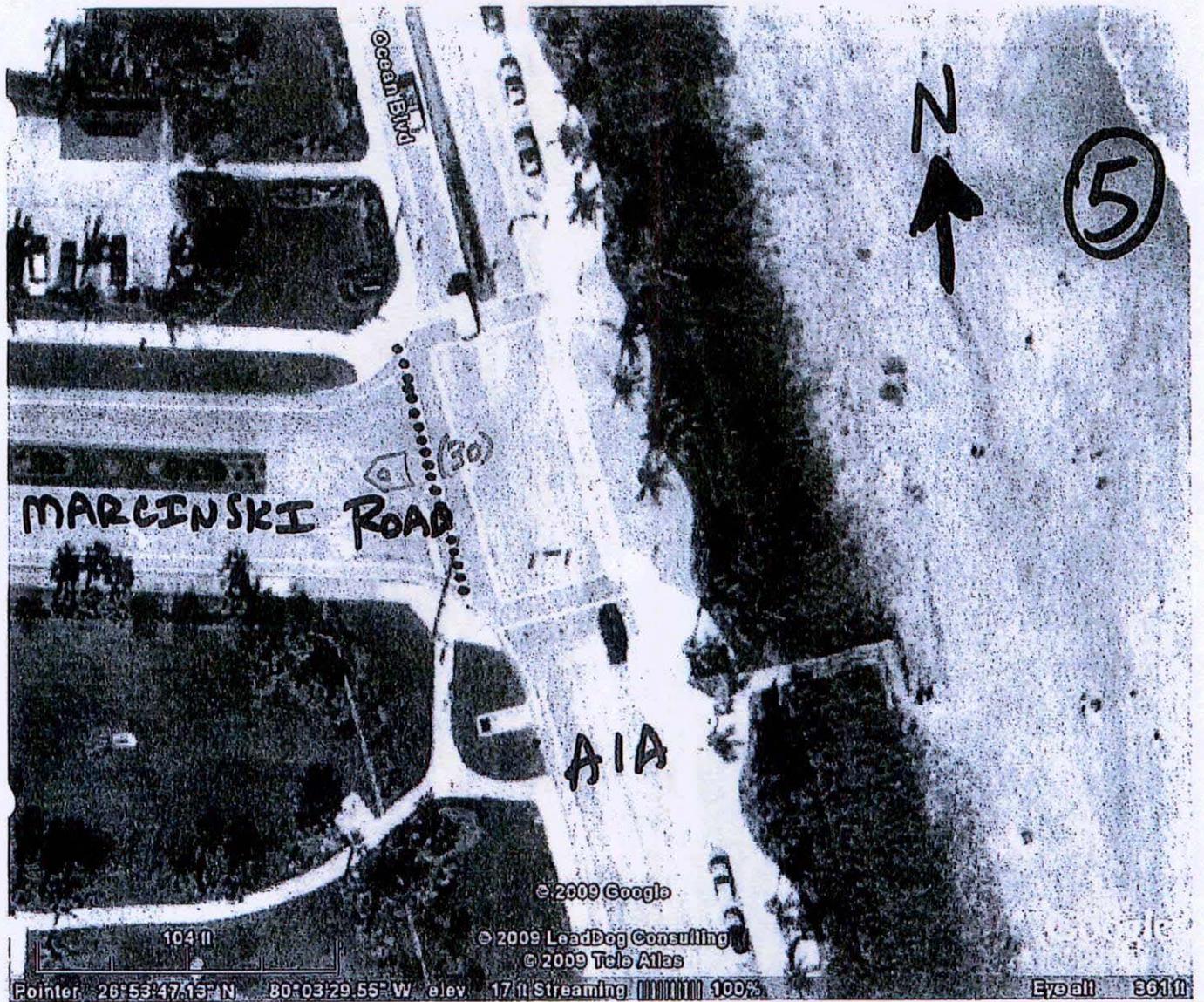
..... = 5 3FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES  
(1ST STREET NORTH OF  
DONALD ROSS ROAD ON AIA)  
AT SATURN LANE



NO TRAFFIC CONTROL NEEDED



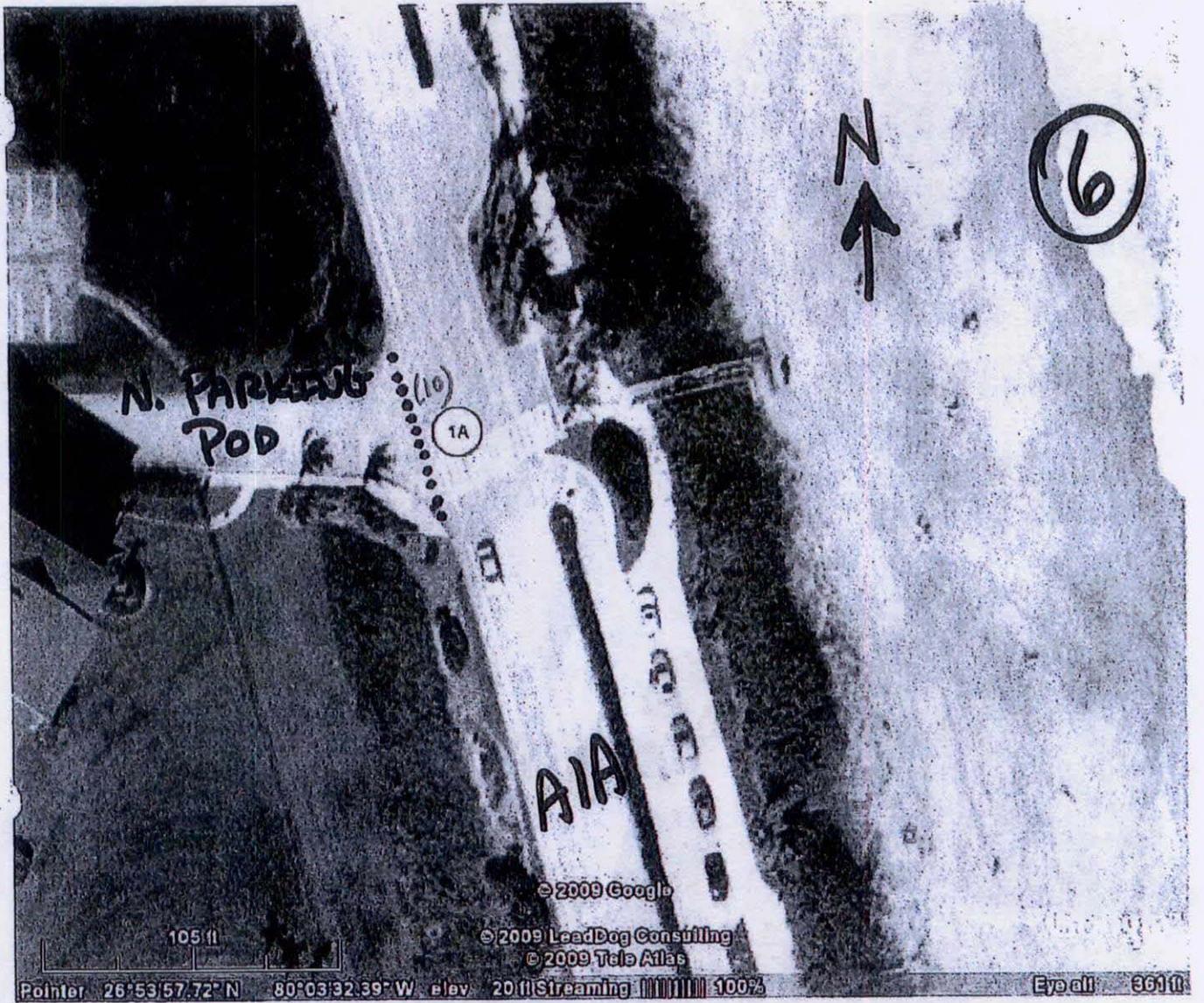
..... = 15 3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES  
AT JUNO BEACH PARK  
ENTRANCE



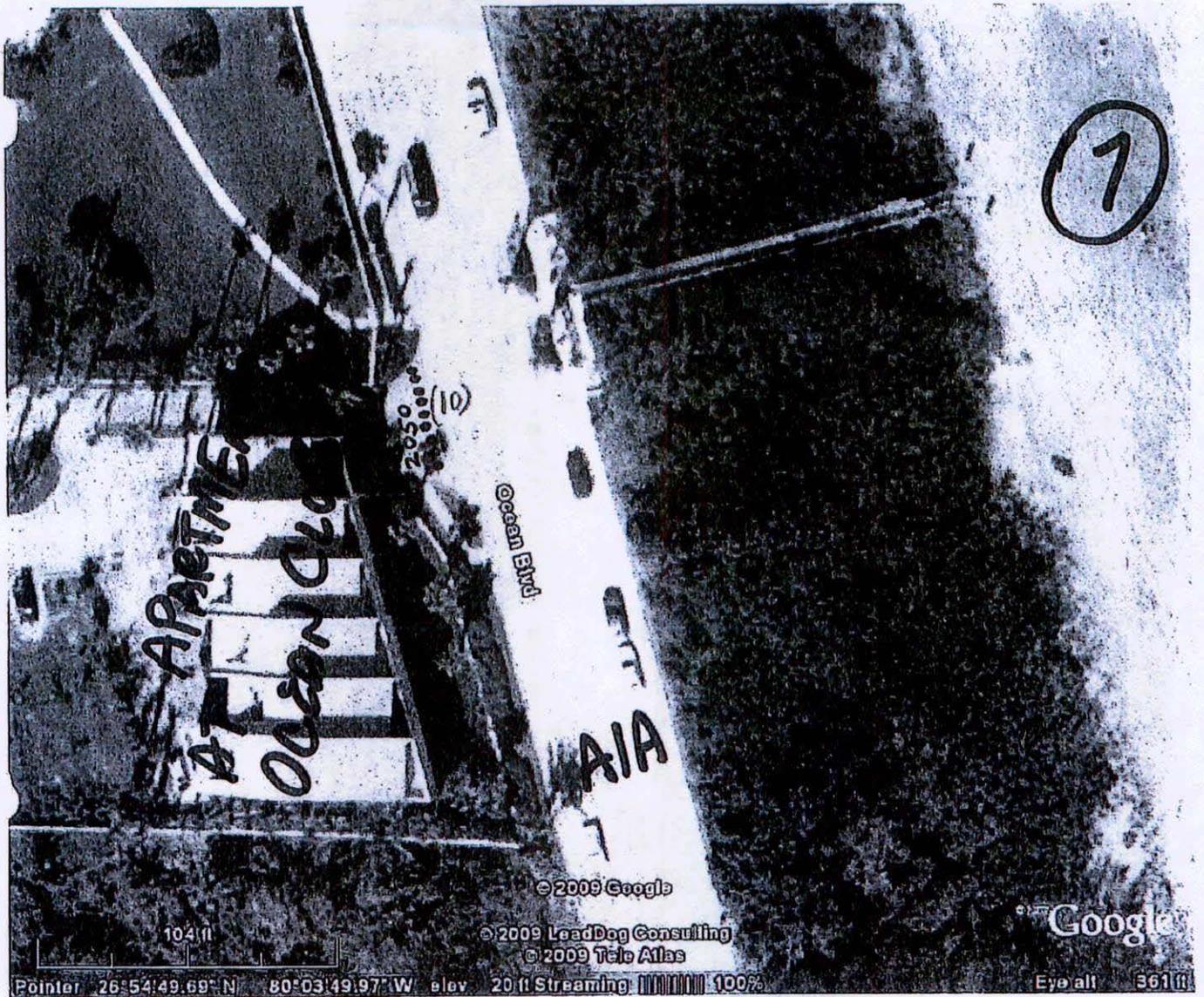
..... = 30 3FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES

◁ = 1 MARKED POLICE VEHICLE  
&  
OFFICER

1 WEEK PRIOR • ALSO VMB AT  
SR5/MARCINSKI

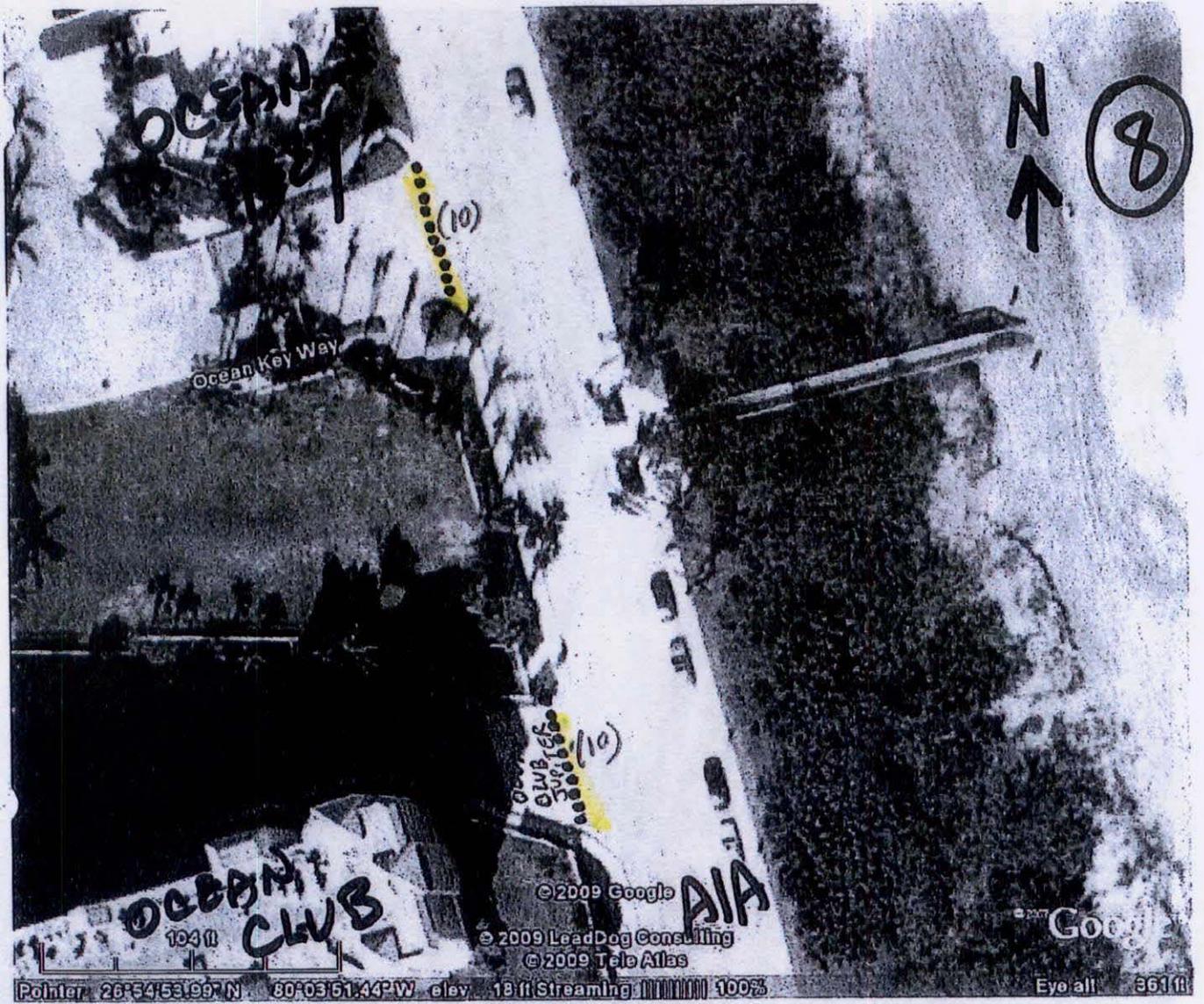


..... = 10 3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES



••••• = 10 3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES  
AT 2050 DRIVEWAY.

UNIVERSITY KEY



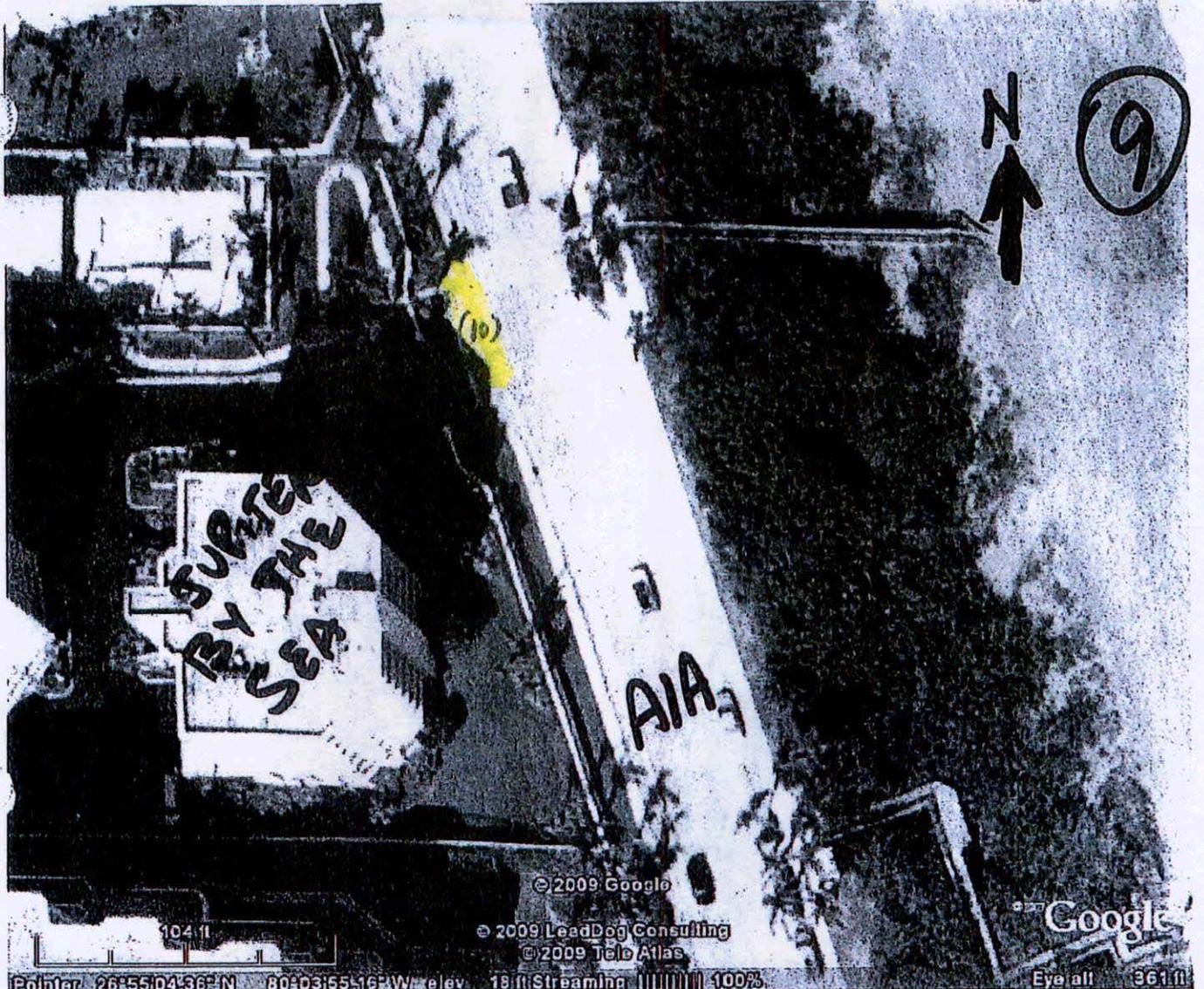
..... = 20

3FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES

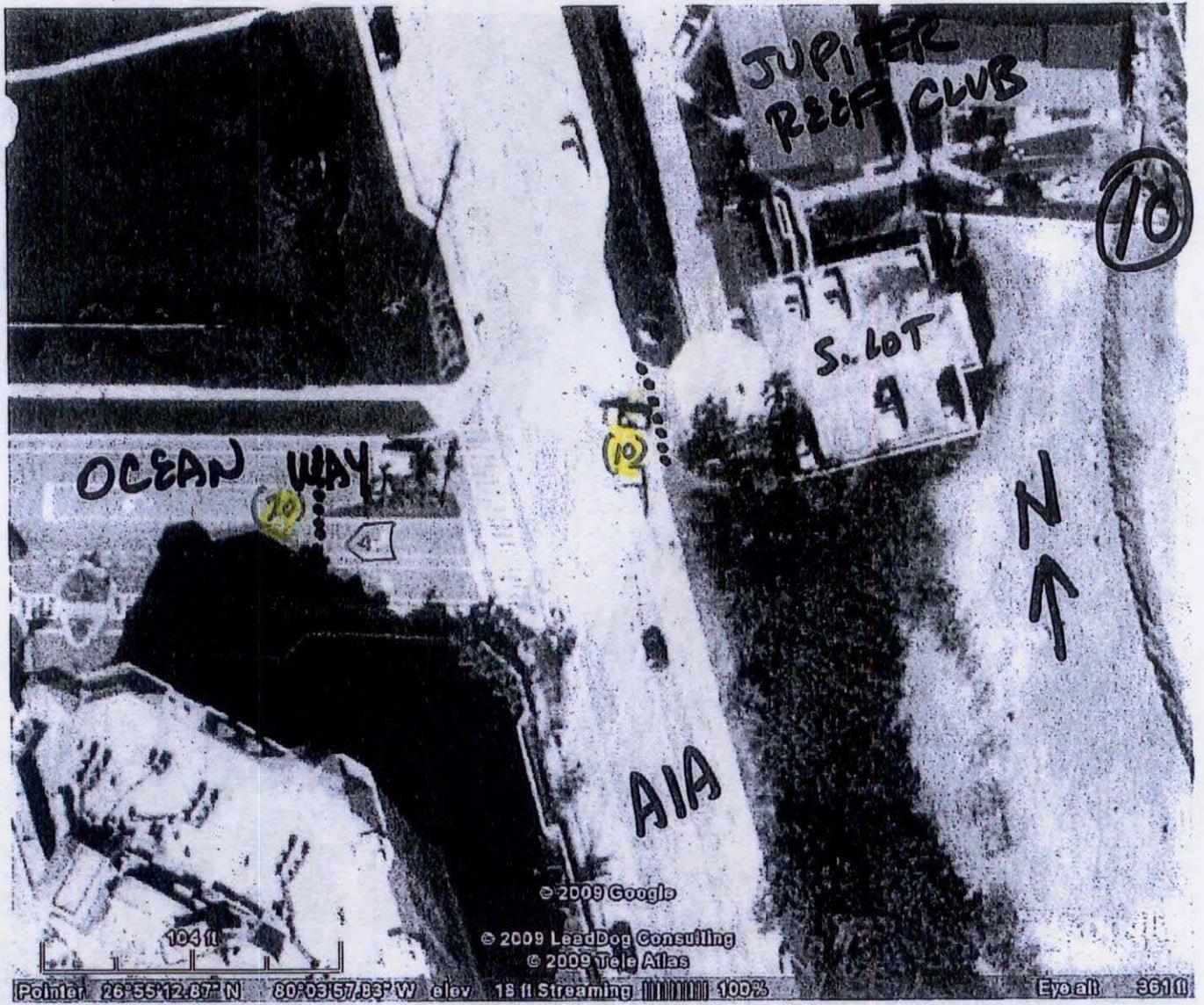
AT TWO (2) NOTED  
LOCATIONS

1. OCEAN CLUB JUPITER  
DRIVEWAY (10)
2. OCEAN KEY WAY (10)

SUNTER BY THE SEA



..... = 10 → 3 FT ORANGE REFLECTIVE DOT TRAFFIC CONES



..... = 30 3 FT ORANGE REFLECTIVE DOT TRAFFIC CONES  
 AT TWO (2) NOTED LOCATIONS

◁ = 1 MARKED POLICE VEHICLE & OFFICER

ALSO JMB 1 WEEK RENT

1. OCEAN WAY (20)
2. S. LOT OF JUPITER REEF CLUB (10)

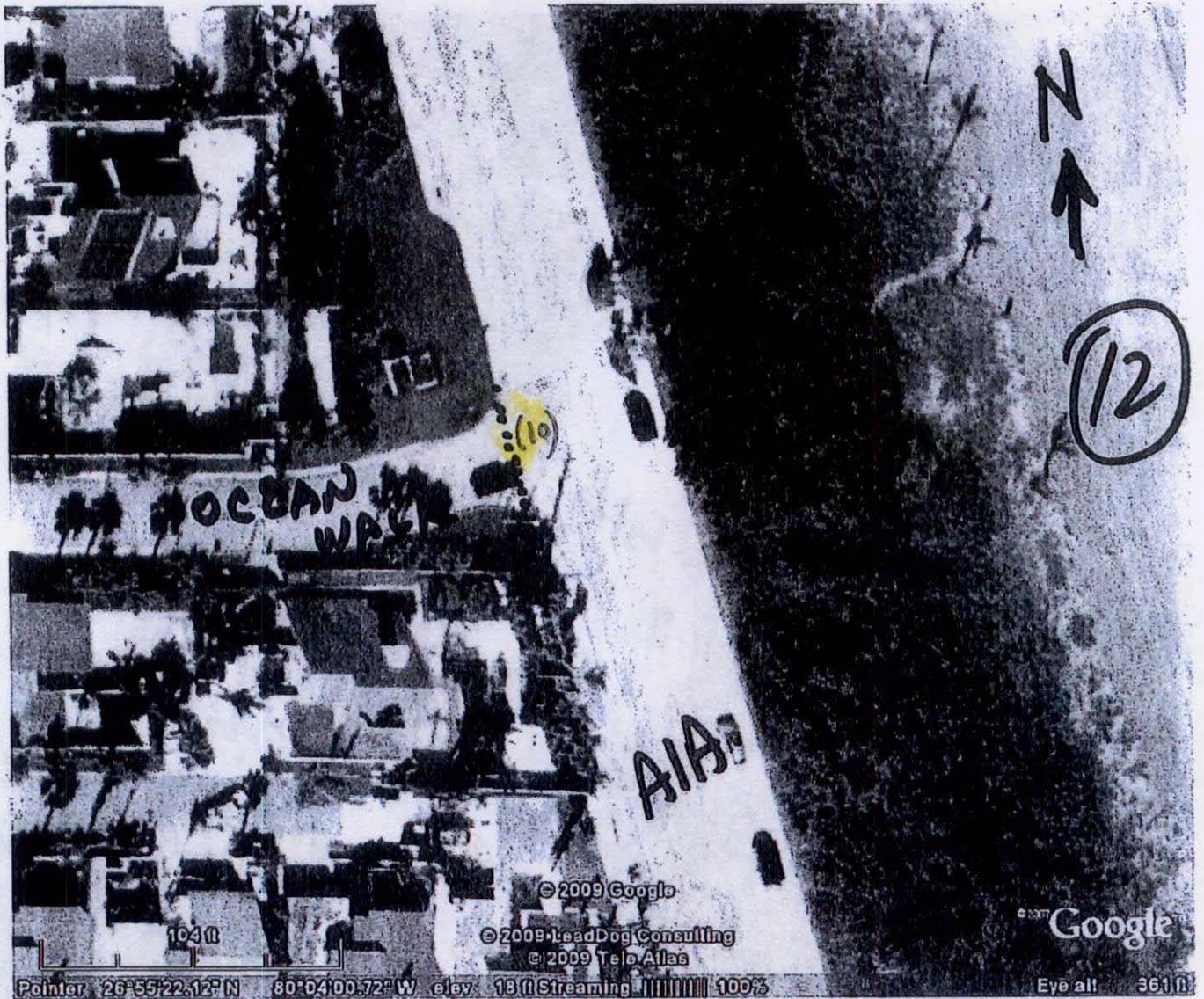


..... = 20

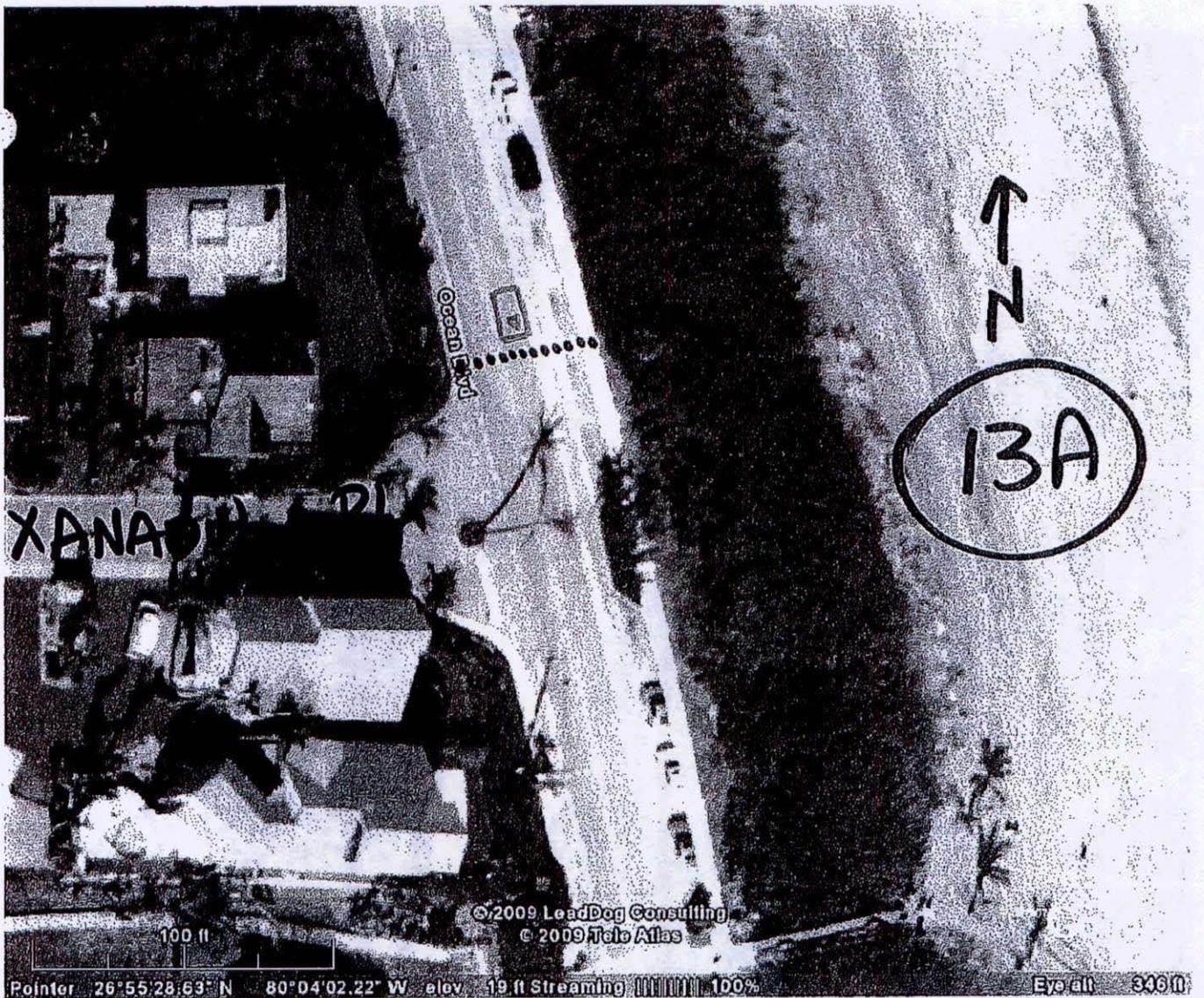
3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES

AT TWO(2) NOTED  
LOCATIONS

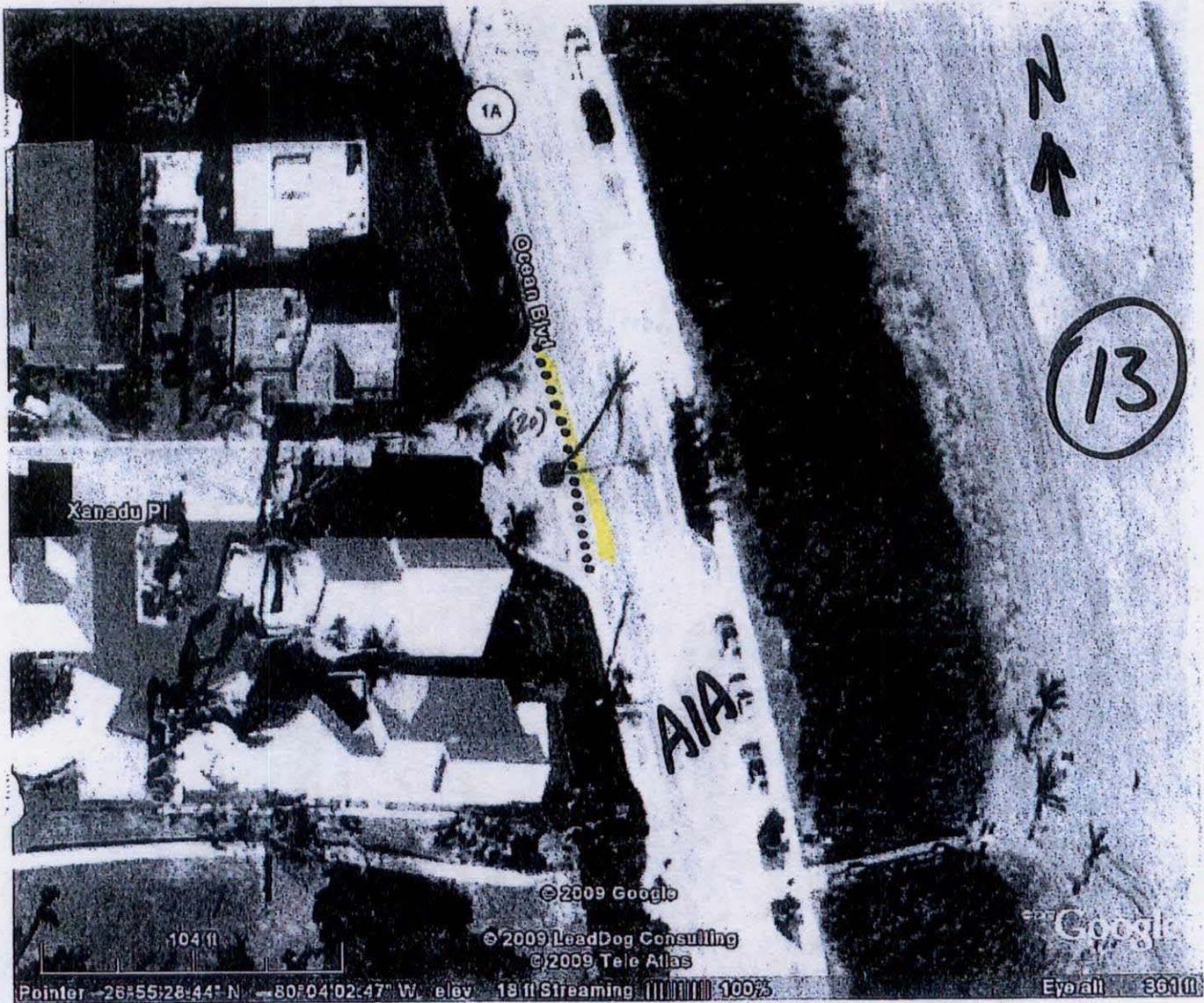
1. TIM MARA DRIVE (10)
2. N. LOT OF JUPITER REEF CLUB (10)



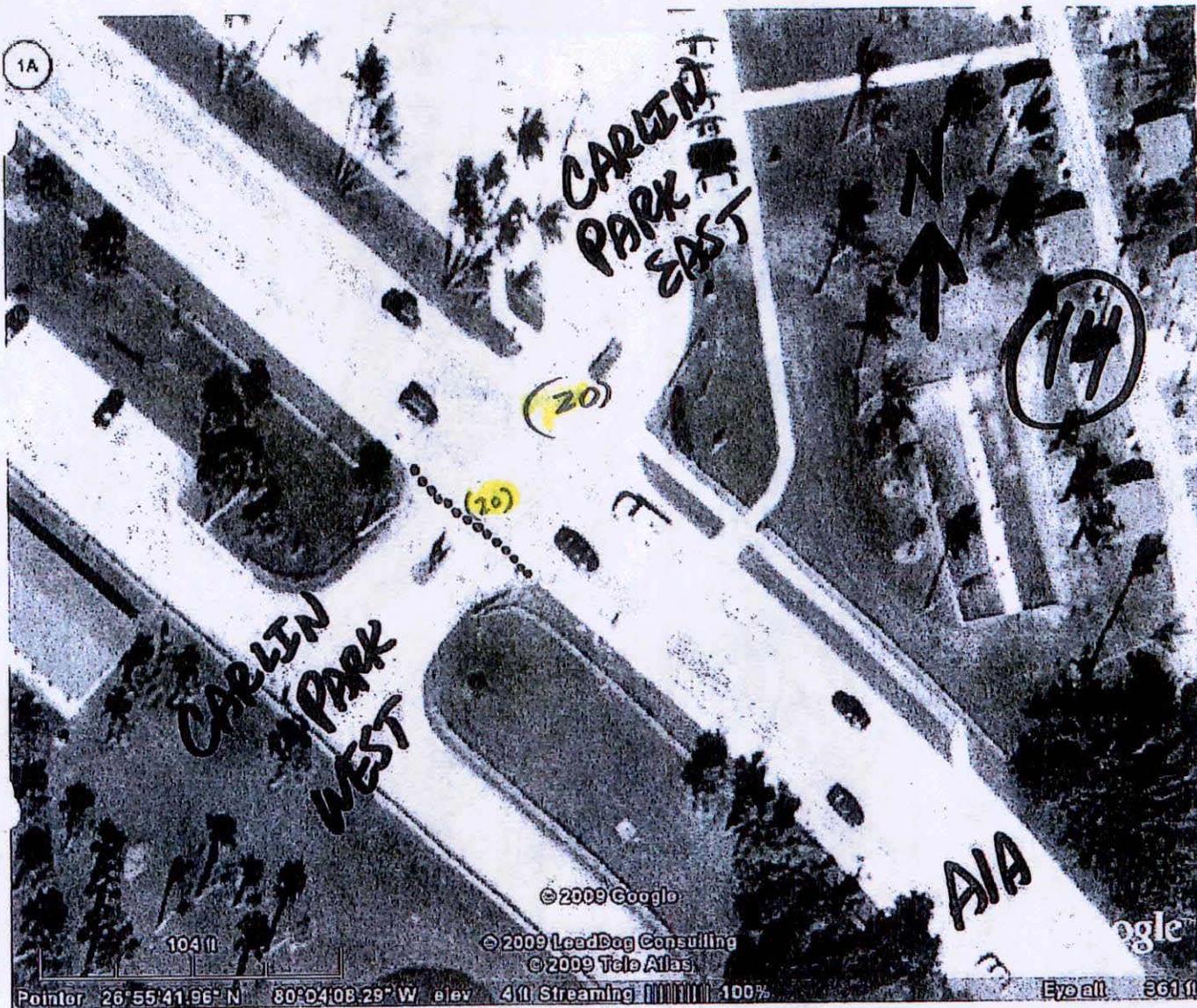
..... = 10 3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES  
AT OCEAN WALK



..... = 15 3FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES  
AT XANADU PLACE



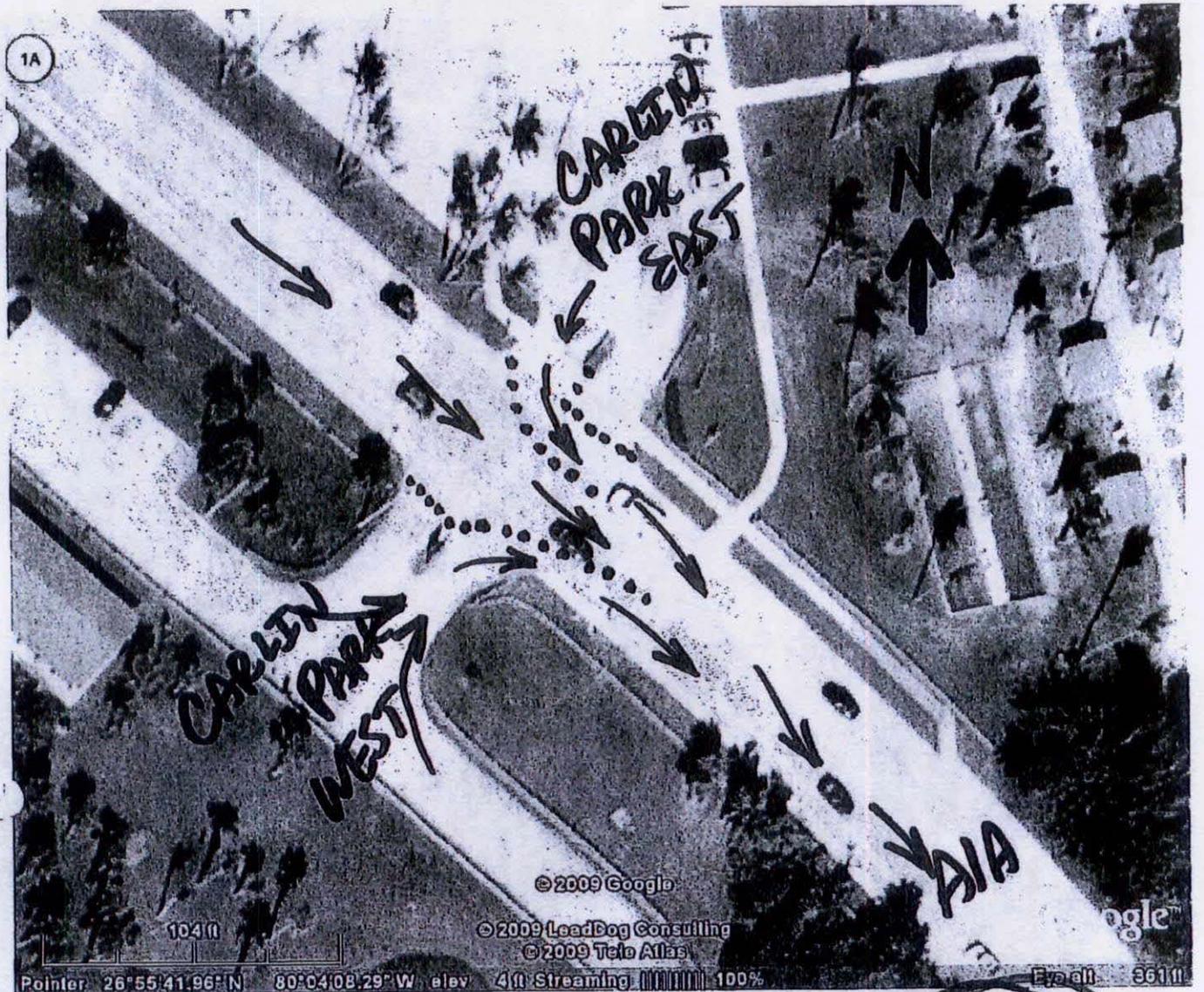
..... = 20 3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES  
AT XANADU PLACE



..... = 20 3 FT ORANGE REFLECTIVE  
 DOT TRAFFIC CONES  
 AT CARLIN PARK WEST  
 SIDE EXIT.

(40)  
 TOTAL

(20) XTRA CONES HERE TO USE  
 IF NEEDED!

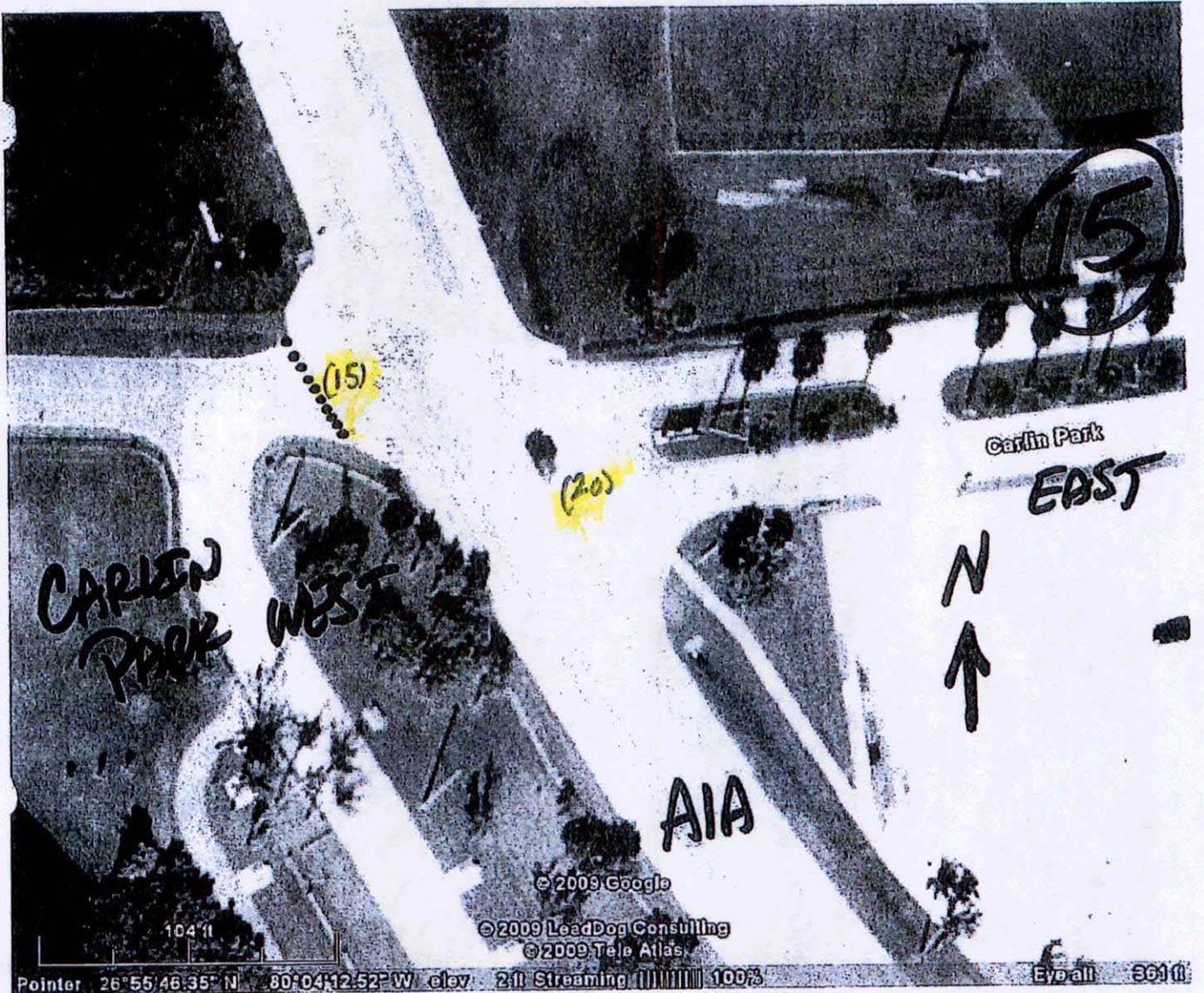


14A

CHANGE IN  
PATTERN IS  
THE REASON  
WHY I NEED  
40  
CONES  
HERE

⊛ TRAFFIC CONE PATTERN PLAN  
WHEN THE LAST BICYCLE  
RIDER IS IN CARLIN PARK

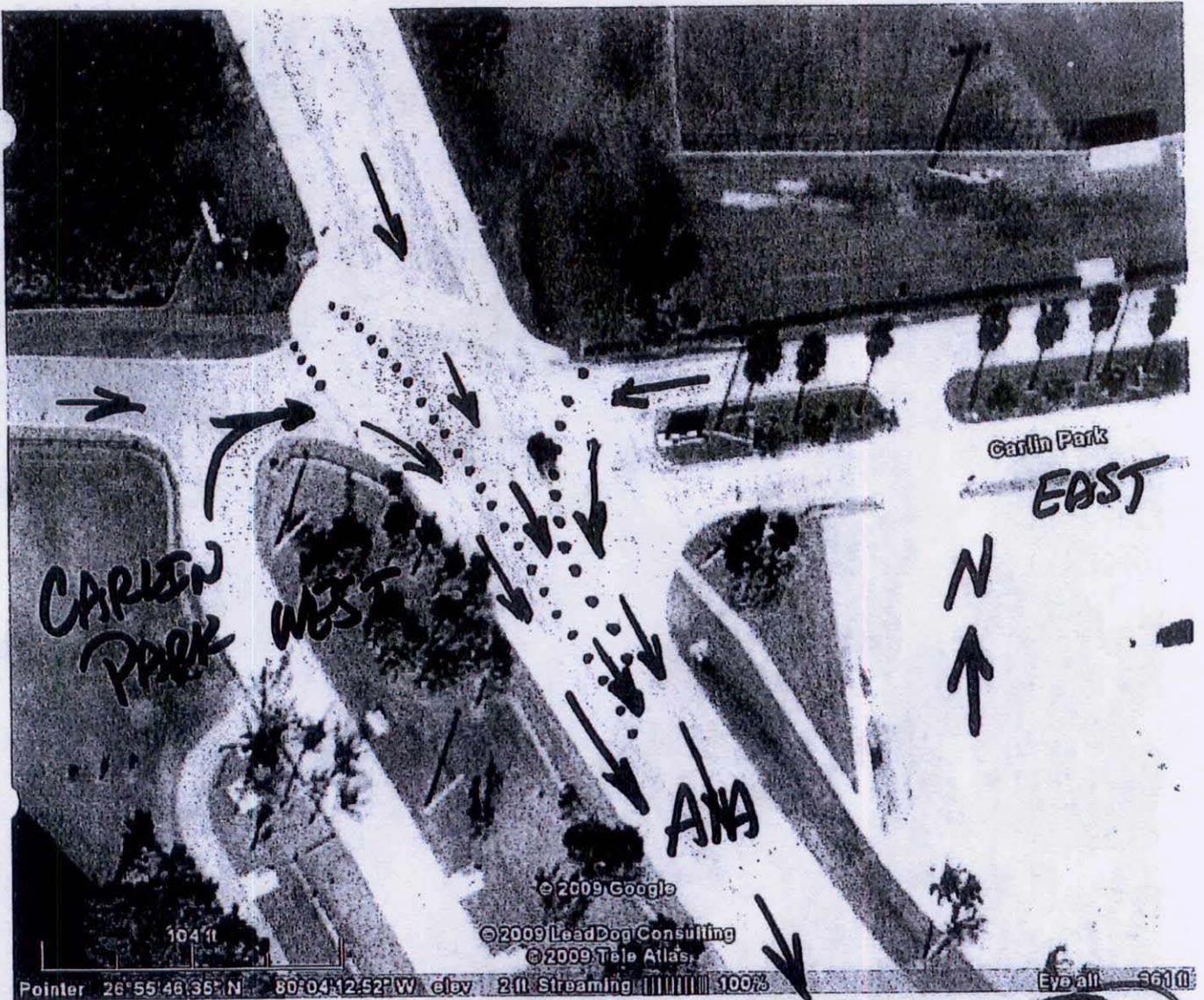
ALL TRAFFIC  
WILL PROCEED  
SOUTH ON AIA



..... = 35

3 FT ORANGE REFLECTIVE  
 DOT TRAFFIC CONES  
 AT CARLIN PARK WEST  
 SIDE N. EXIT

(20) CONES TO DIRECT  
 EXITING TRAFFIC SIB  
 ON AIA ONLY.

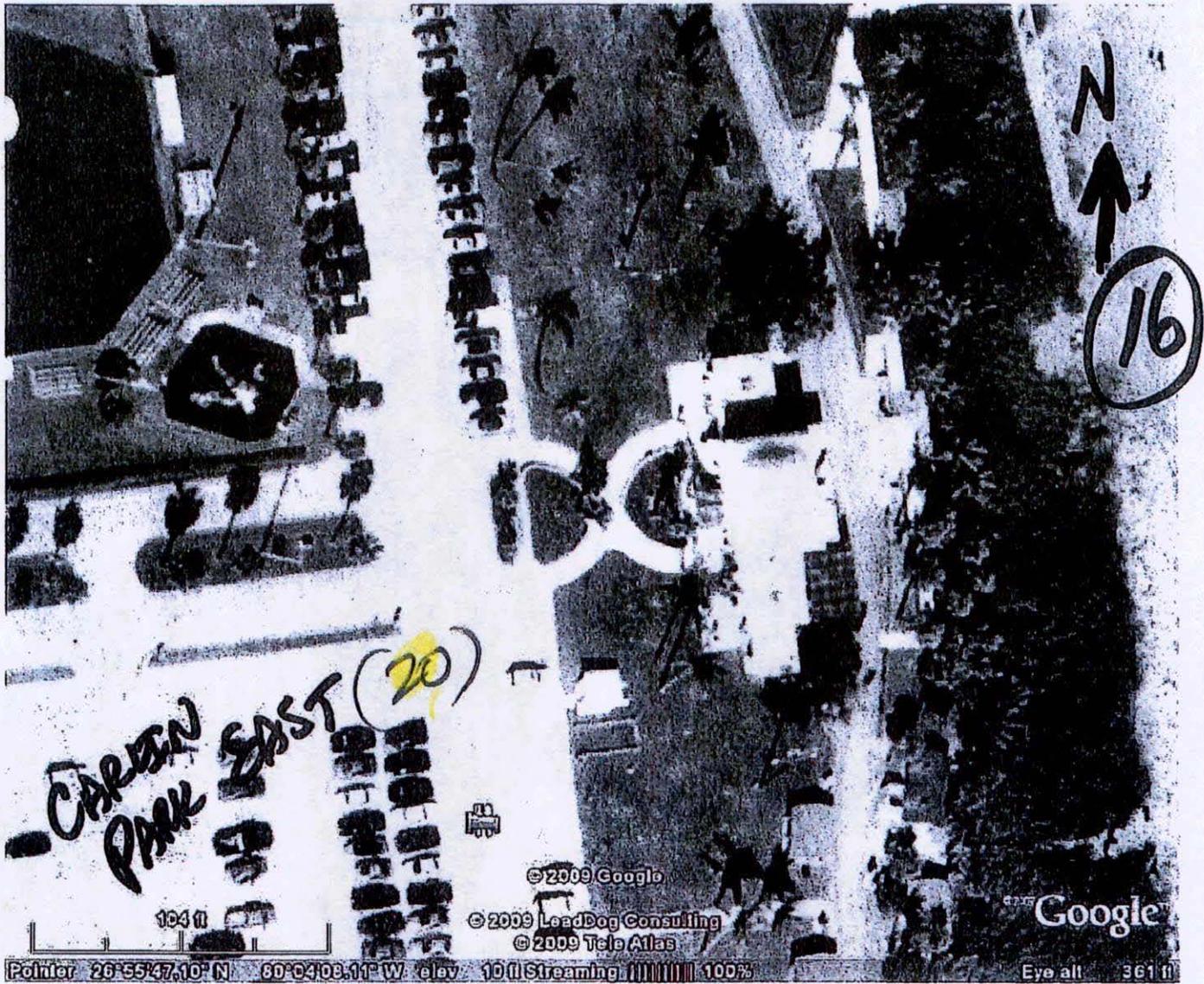


CHANGE  
IN PATTERN  
AT THIS TIME  
IS THE REASON  
WHY I NEED  
35 to 40  
CONES  
HERE.

⊗ TRAFFIC CONE PATTERN PLAN  
WHEN THE LAST BICYCLE  
RIDER IS IN CARLIN PARK

15A

ALL TRAFFIC  
WILL PROCEED  
SOUTH ON AIA



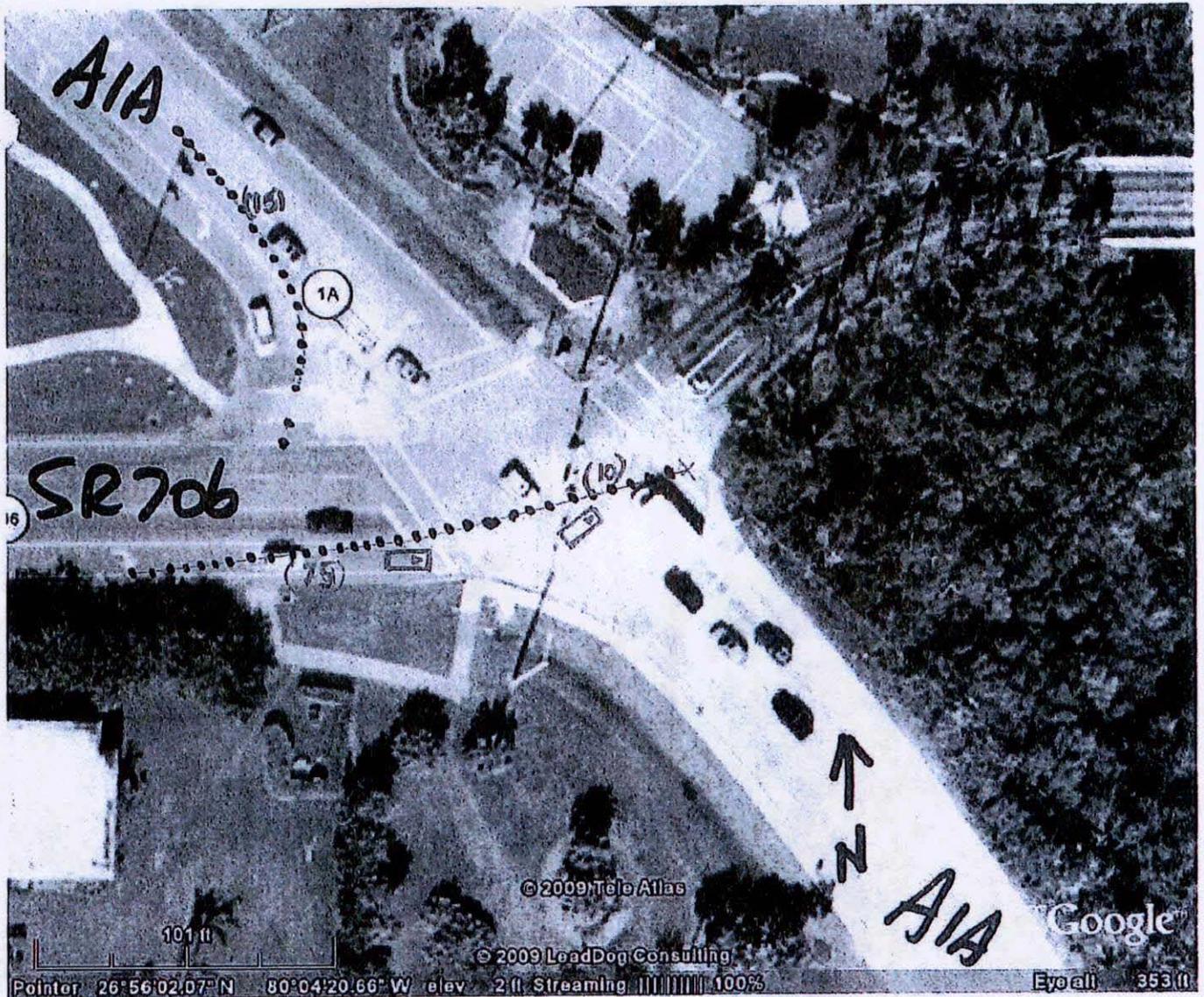
(20)  
HERE

TOTAL NUMBER OF  
TRAFFIC COMES AND  
OTHER TRAFFIC CONTROL  
MEASURES TO BE  
DETERMINED BY  
EVENT COORDINATOR  
AT CARLIN PARK EAST.



NO CONTROL NEEDED  
UNTIL FOOT RACE

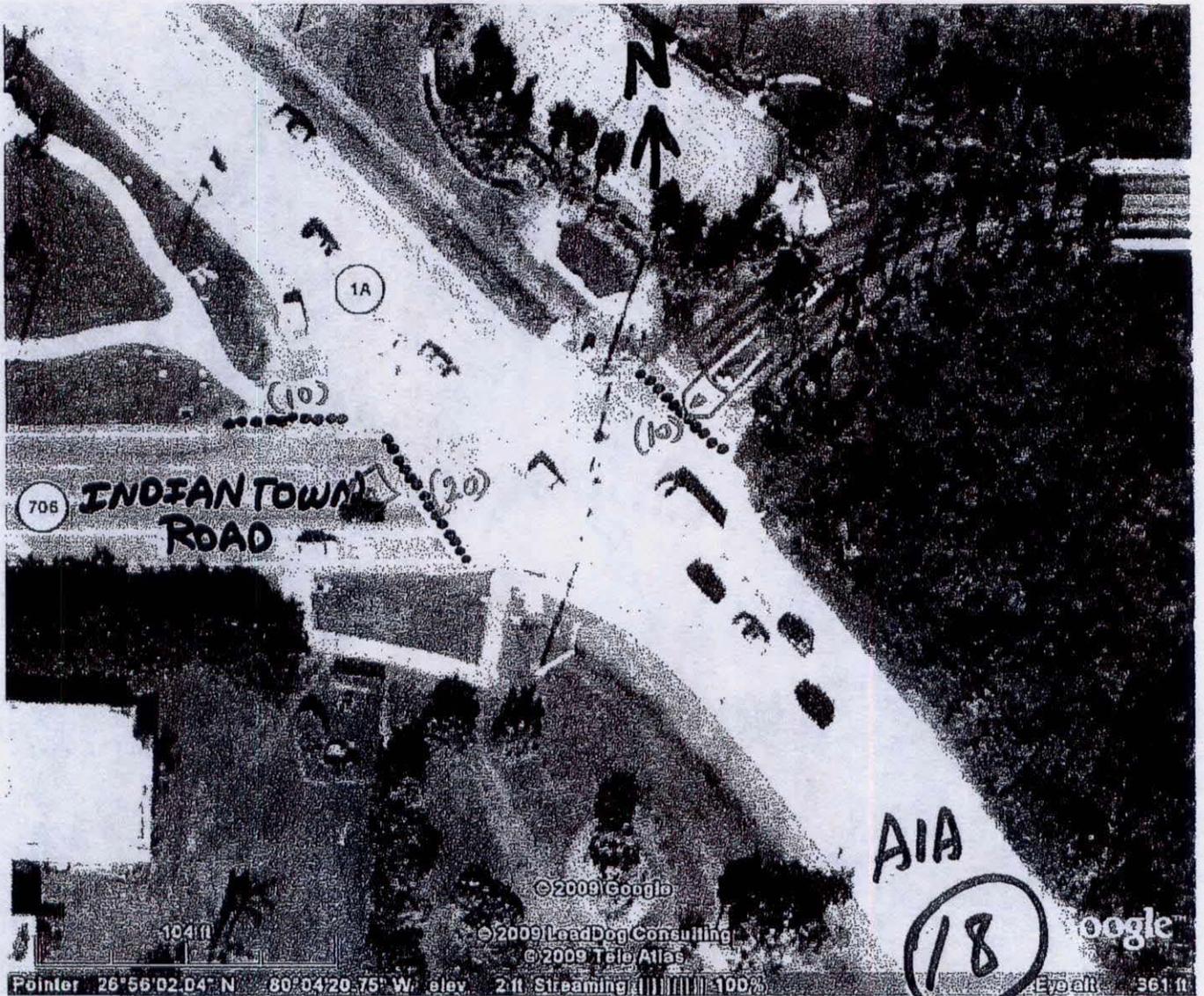
1 MARKED POLICE VEHICLE  
& OFFICER  
DURING FOOT RACE



..... = 40 3FT ORANGE  
 DOT REFLECTIVE  
 TRAFFIC CONES

18-A

[2] = 2 MARKED POLICE VEHICLES  
 &  
 OFFICERS



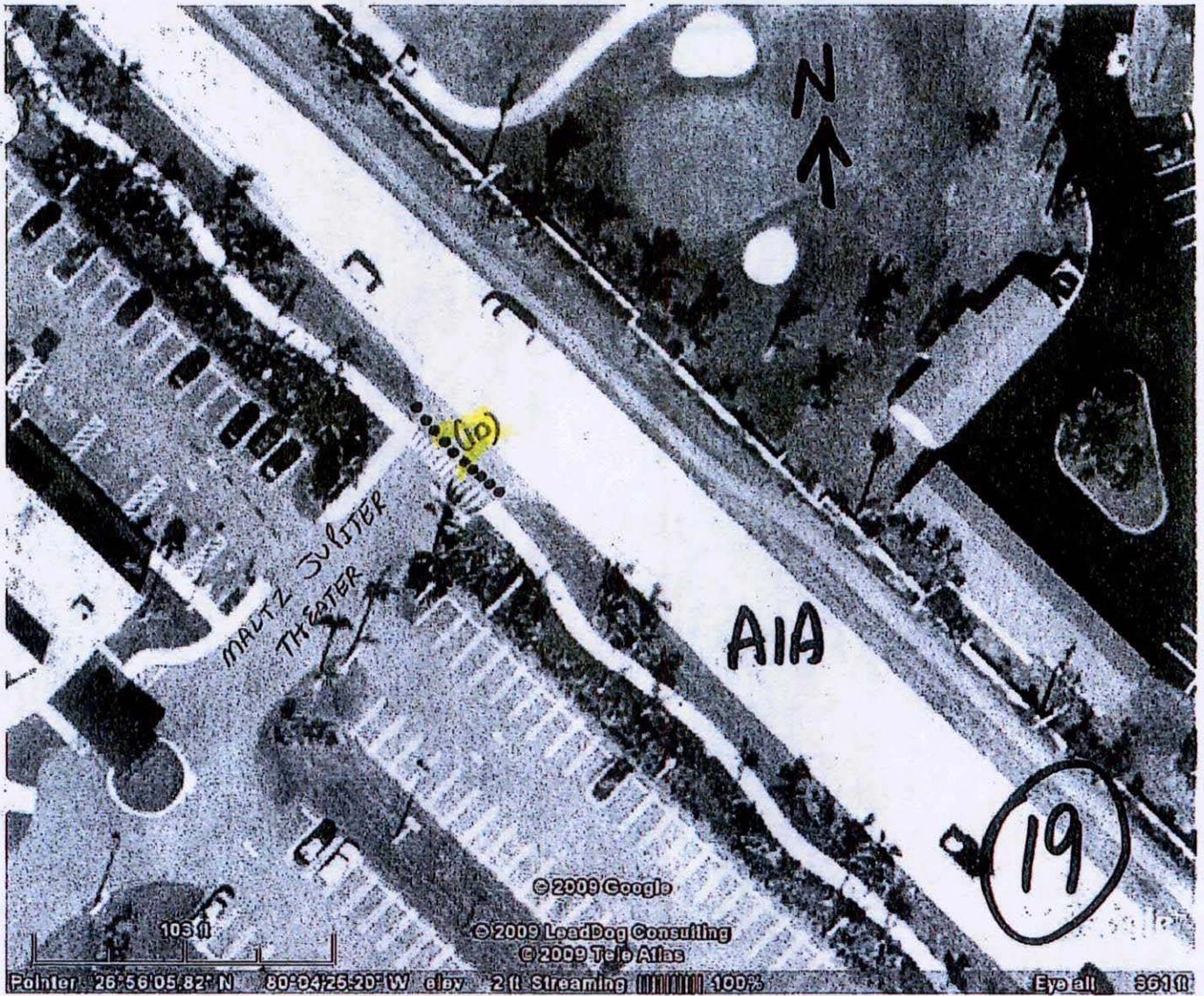
..... = 40

3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES

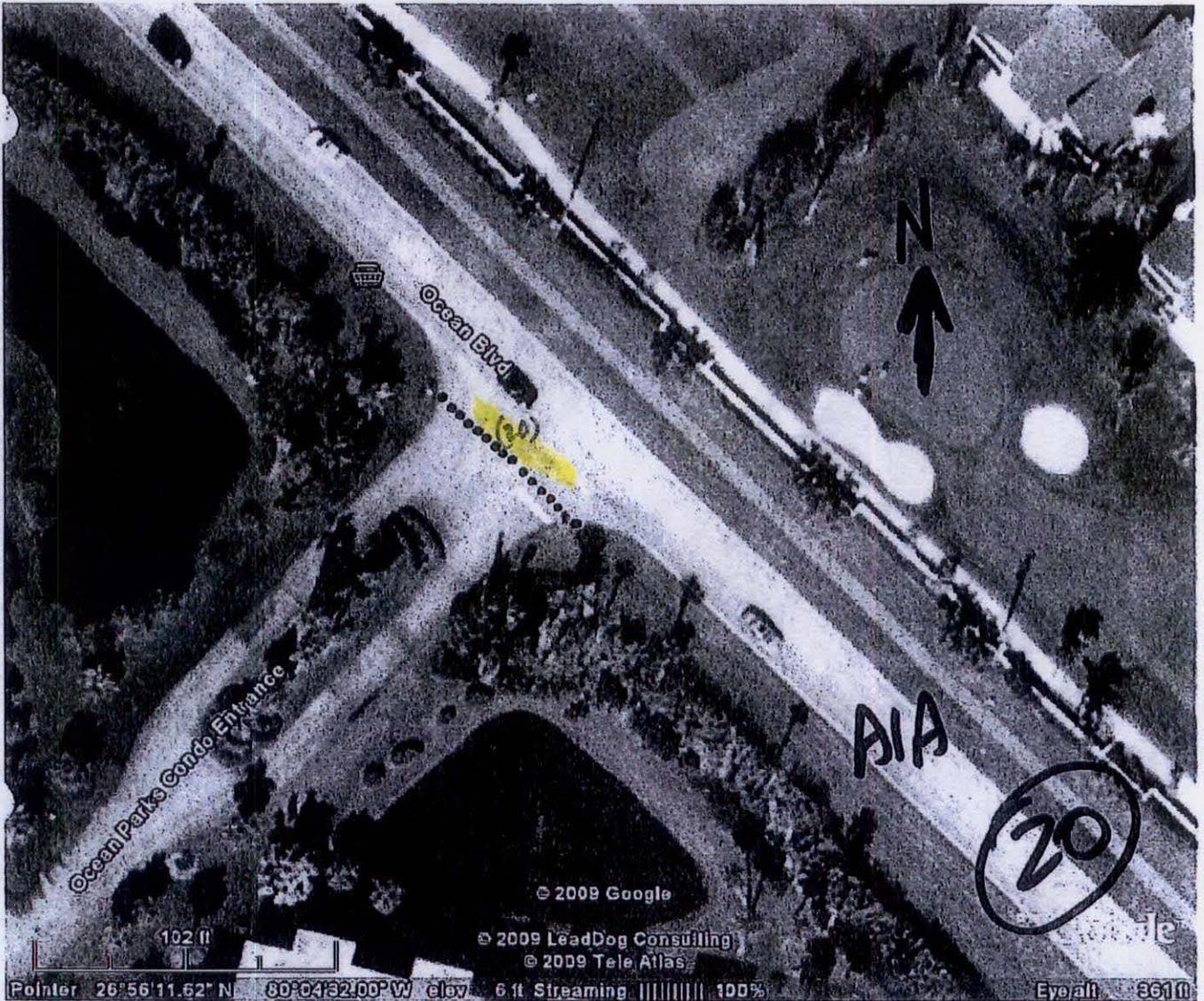
◻ = 2

MARKED POLICE VEHICLES  
&  
OFFICERS

1 WEEK PRIOR • ALSO VMB JUST WEST  
OF AIA FOR EASTBOUND SR706  
(JPD BOARD) TRAFFIC

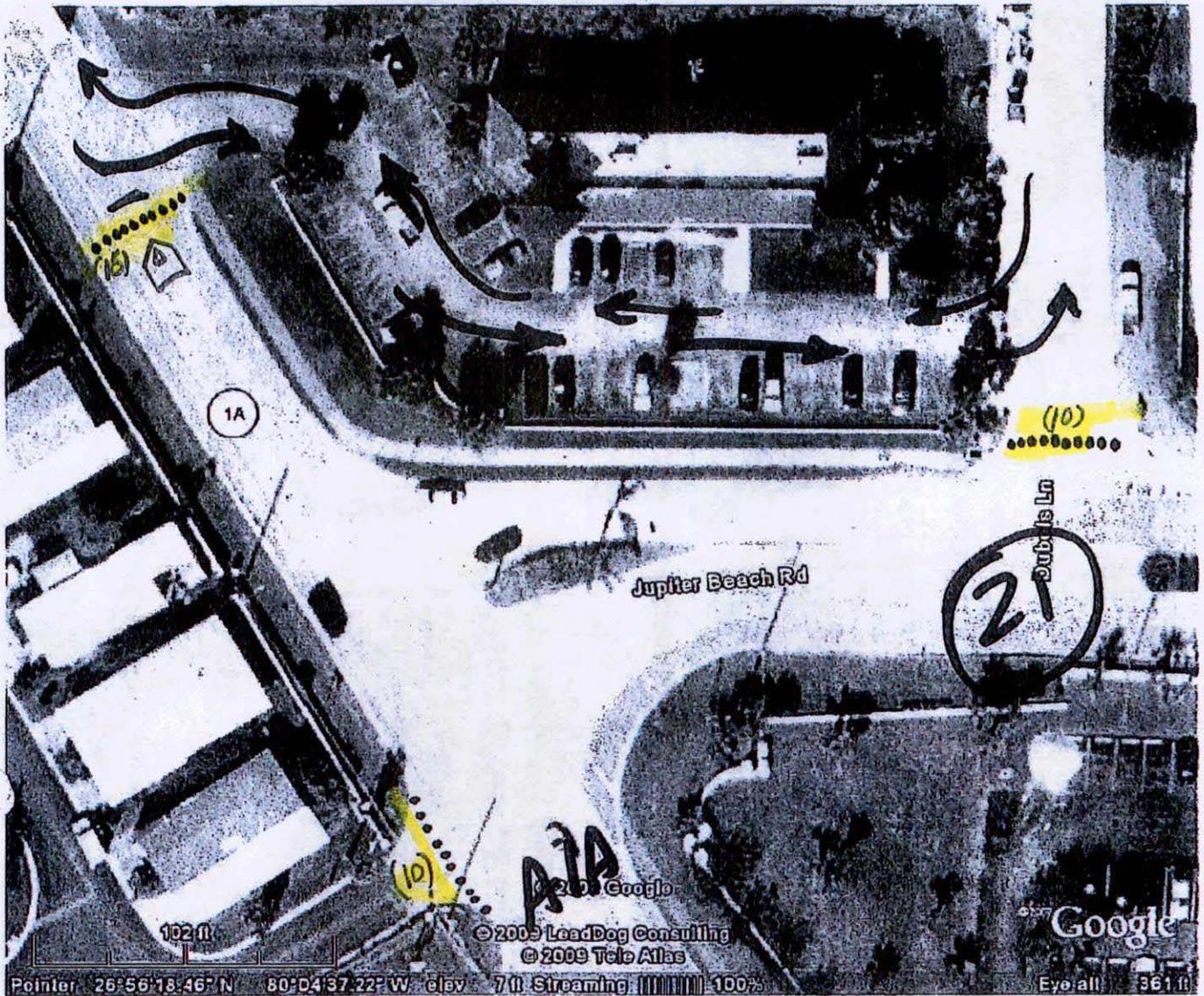


..... = 10 3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES  
AT MALTZ JUPITER  
THEATER EXIT



..... = 20

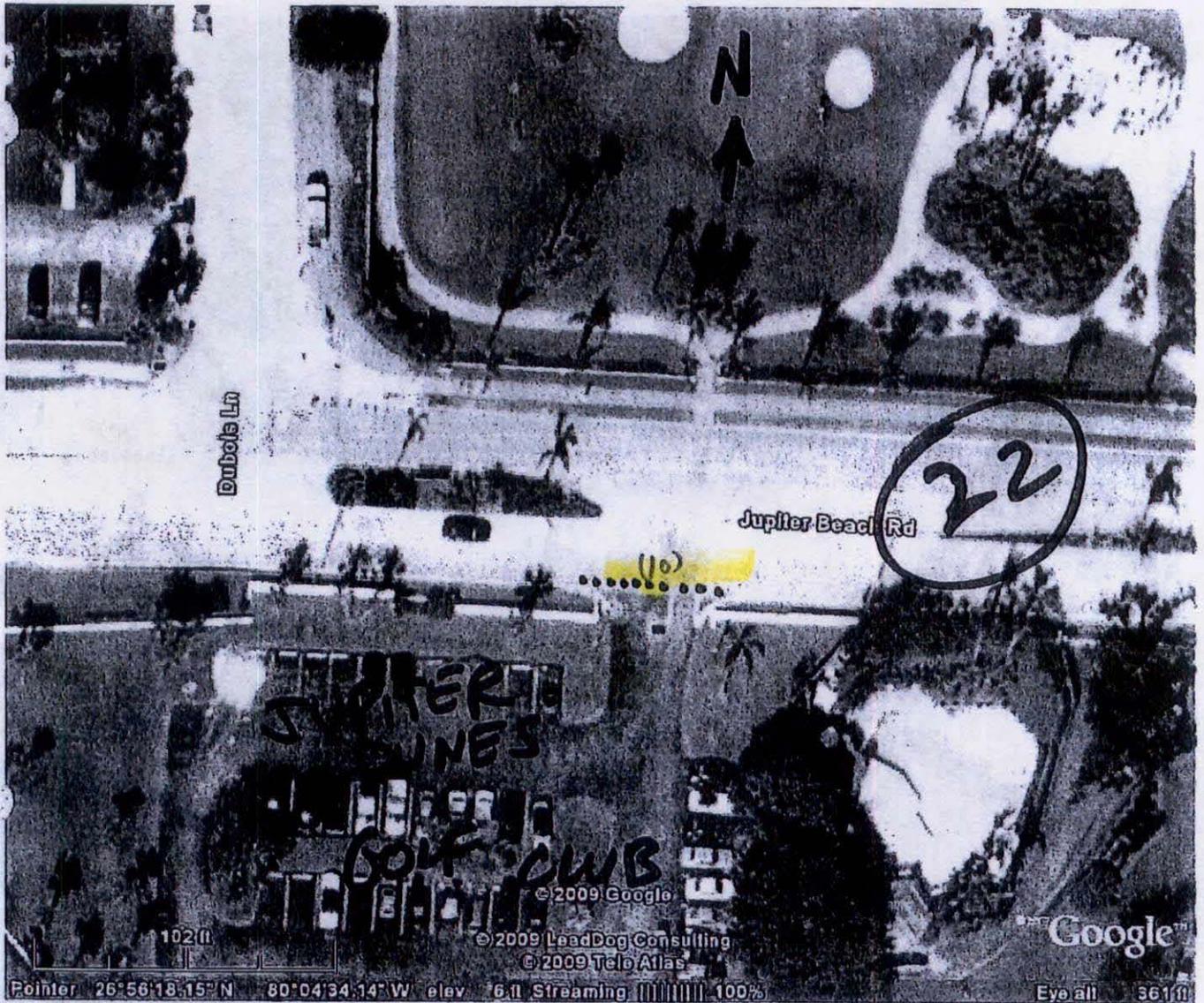
3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES  
AT OCEAN PARKS DRIVE



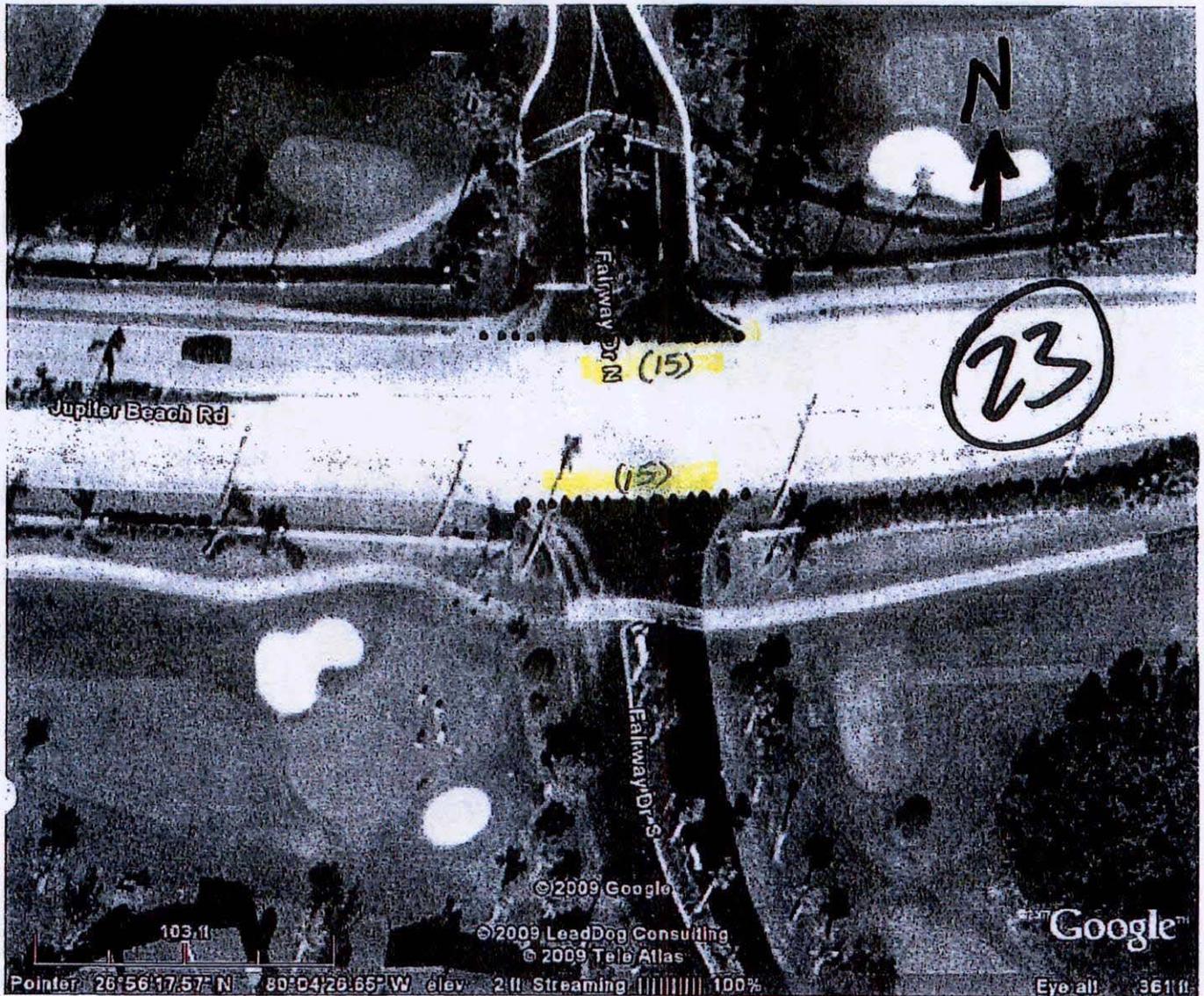
- ..... = 35 3FT ORANGE REFLECTIVE DOT TRAFFIC CONES
- 1. AIA NORTH OF SUP BCH RD (15)
- 2. DUBOIS RD (10) AT TWO (2) NOTED LOCATIONS
- = 1 ROAD CLOSED SIGN ON BARRICADE
- ⬠ = 1 MARKED POLICE VEHICLE & OFFICER
- 1 WEEK PRIOR • ALSO VMB ON AIA (JPD BOARD) OFFICER



JUPITER DUNES  
GOLF CLUB



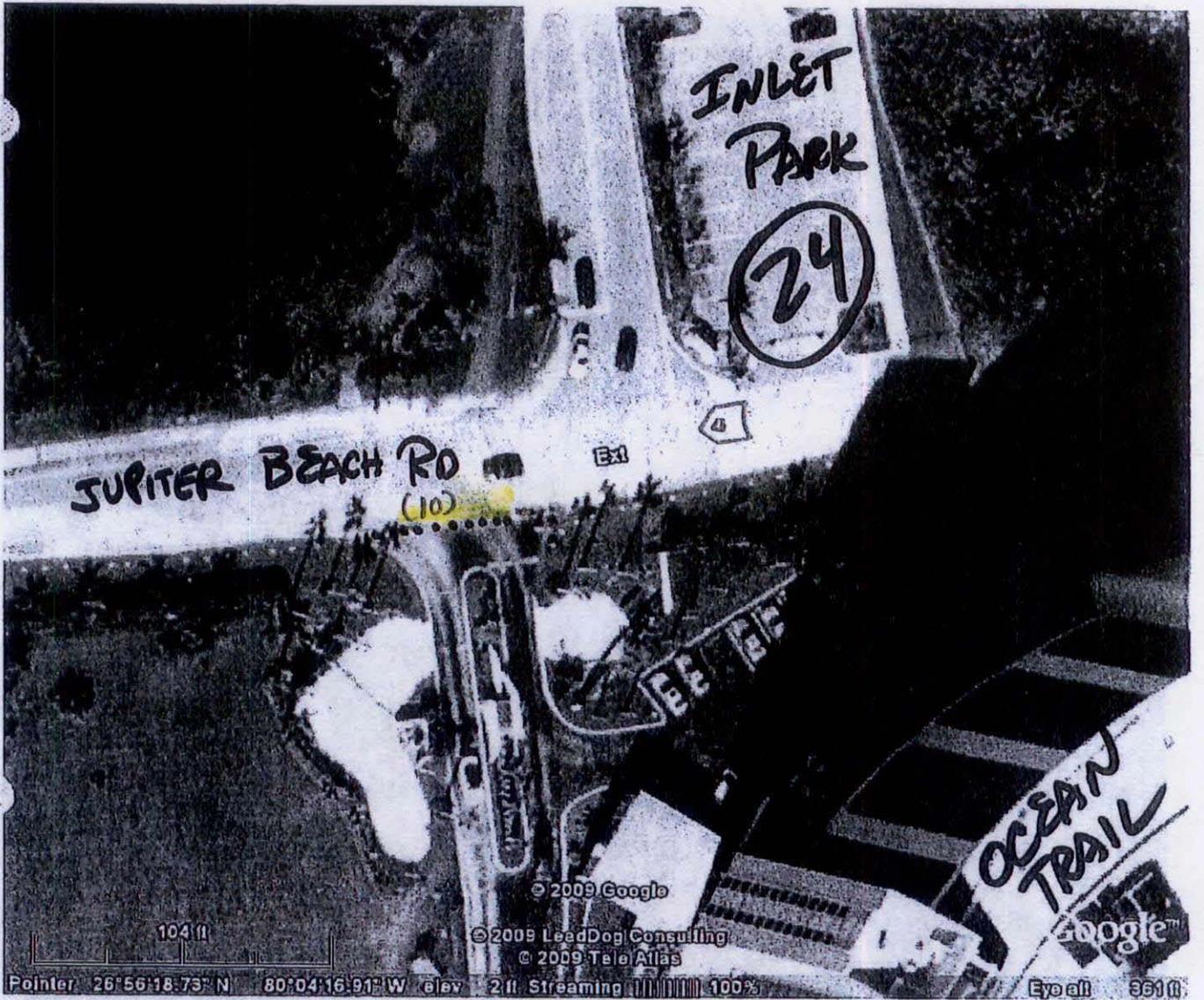
..... = 10 3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES  
AT JUPITER DUNES GOLF CLUB  
EXIT



..... = 30 3 FT ORANGE REFLECTIVE  
 DOT TRAFFIC CONES  
 AT TWO (2) NOTED LOCATIONS

1. FAIRWAY DRIVE SOUTH (15)
2. FAIRWAY DRIVE NORTH (15)

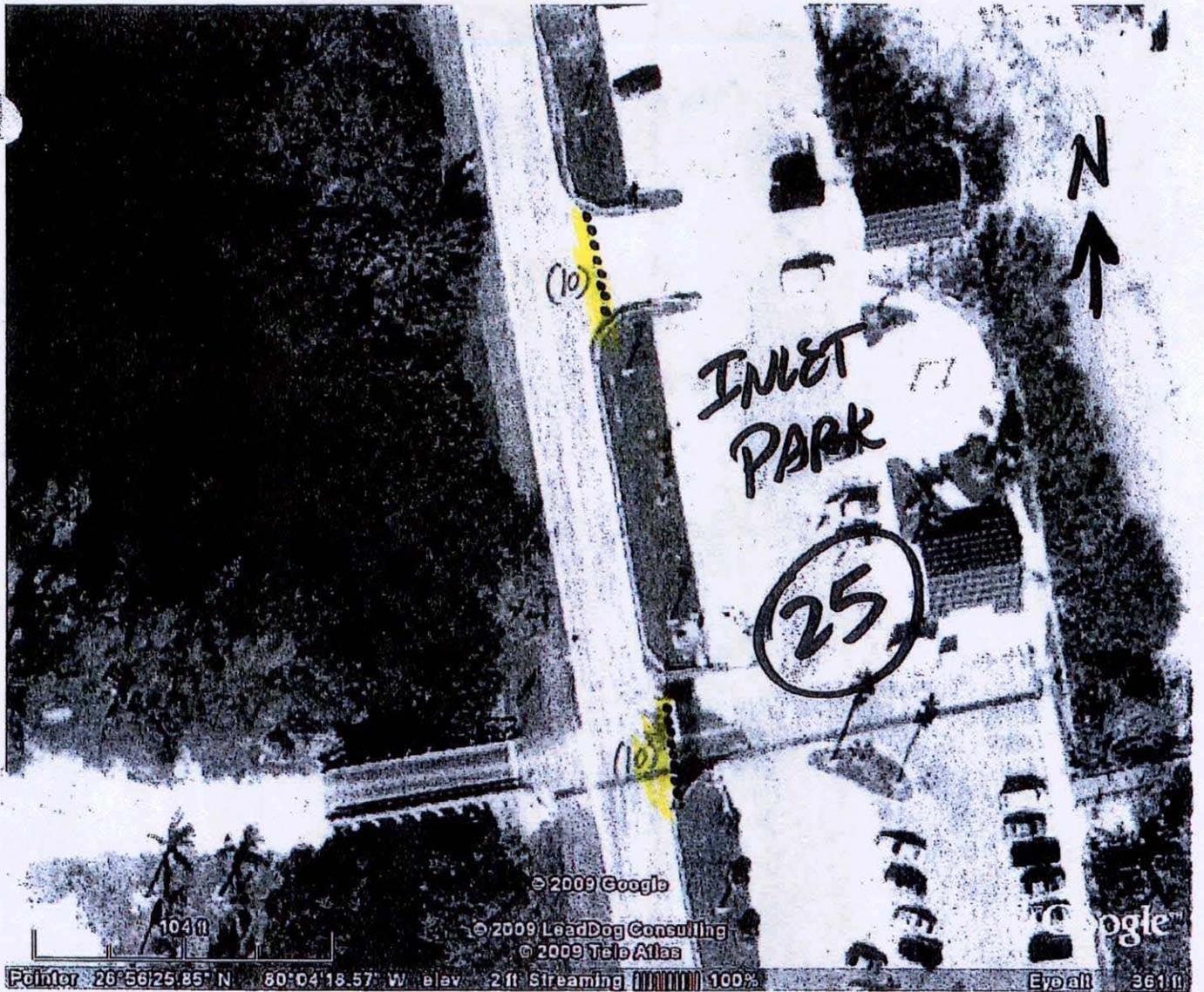
OCEAN TRAIL



..... = 10 3 FT ORANGE REFLECTIVE DOT TRAFFIC CONES AT OCEAN TRAIL EXIT

⬡ = 1 MARKED POLICE VEHICLE & OFFICER

N  
↑

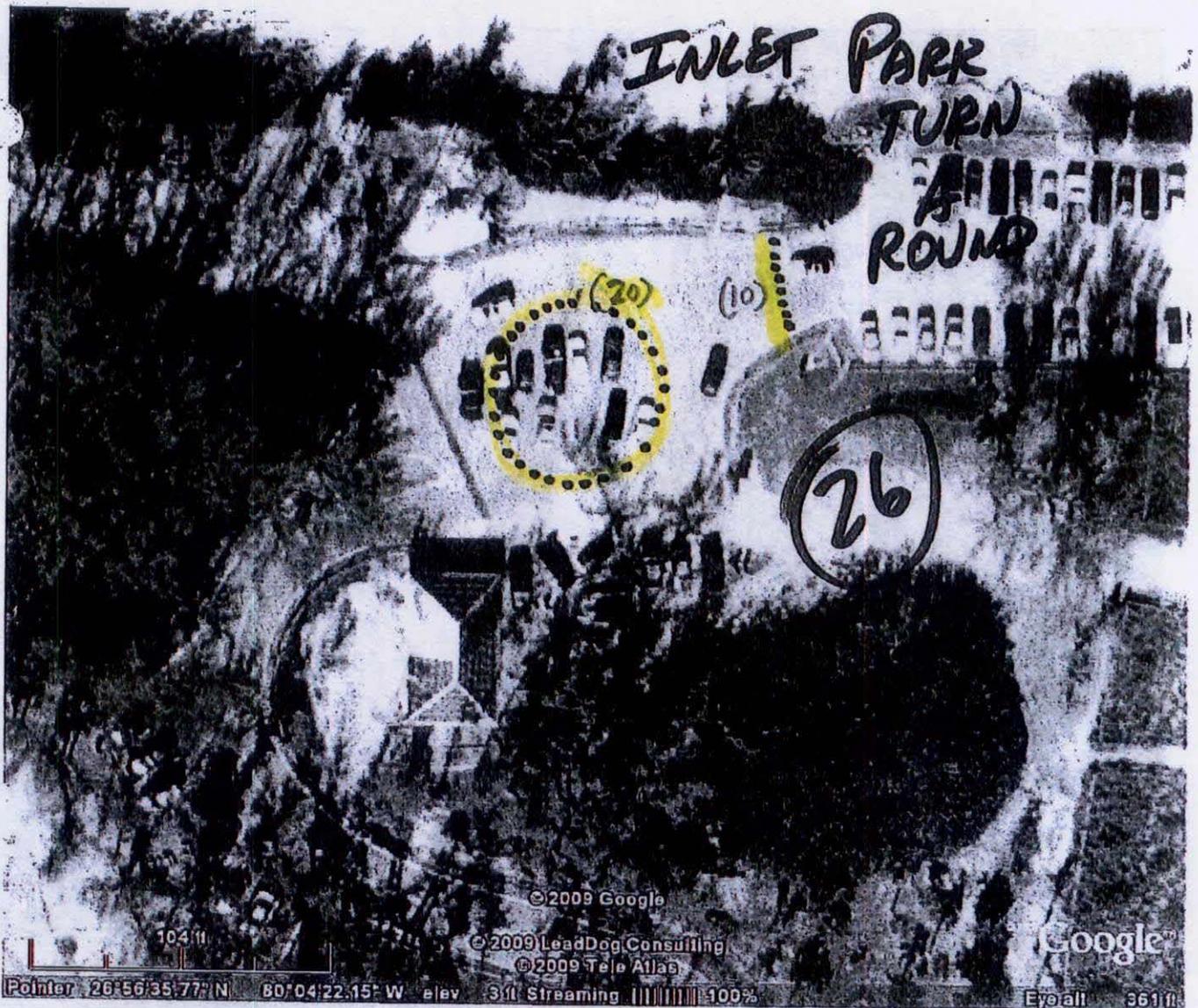


..... = 20

3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES

AT TWO (2) NOTED LOCATIONS

1. SOUTH EXIT (10)
2. NORTH EXIT (10)



..... = 20 3 FT ORANGE REFLECTIVE N  
↑

DOT TRAFFIC CONES AT CIRCLE

30  
TOTAL

10 3 FT ORANGE REFLECTIVE  
DOT TRAFFIC CONES  
AT PARKING LOT  
EXIT

# CERTIFICATE OF INSURANCE

DATE: 2/26/2016

CERTIFICATE NUMBER: 20160226404520

**AGENCY:**

ESIX 3 LLC  
d/b/a Entertainment & Sports Insurance eXperts (ESIX)  
d/b/a Entertainment and Sports Insurance Agency (California)  
2727 Paces Ferry Road, Building Two, Suite 1500  
Atlanta, GA 30339  
678-324-3300 (Telephone)  
678-324-3303 (Facsimile)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**NAMED INSURED:**

USA Triathlon of Colorado  
5825 Delmonico Drive  
Colorado Springs CO 80919-2401

Stewart Auville

**INSURERS AFFORDING COVERAGE:**

INSURER A: Everest National Insurance Company  
INSURER B: Everest National Insurance Company

**EVENT INFORMATION:**

Loggerhead Triathlon (8/6/2016 - 8/6/2016)

**POLICY/COVERAGE INFORMATION:**

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	SI8ML00212-151	12/1/2015 12:01 AM	12/1/2016 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$2,000,000
	<input checked="" type="checkbox"/> Participant Legal Liability				EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MEDICAL EXPENSE (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$2,000,000
B	UMBRELLA/EXCESS LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	SI8EX00179-151	12/1/2015 12:01 AM	12/1/2016 12:01 AM	EACH OCCURRENCE \$10,000,000
					AGGREGATE (Applies Per Event) \$10,000,000
					AGGREGATE (Policy) \$40,000,000

**DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:**

Coverage applies to the USA Triathlon sanctioned or approved event specified on this certificate.

The certificate holder is an additional insured as per form ECG20600: Additional Insured - Automatic Status When Required in a Written Agreement.

The General Liability policy is primary as per Form CG0001.

The General Liability policy contains a Waiver of Subrogation provision as required by written agreement per Form ECG24522.

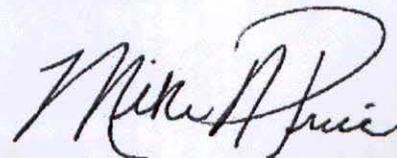
**CERTIFICATE HOLDER:**

Town of Juno Beach  
340 Ocean Drive  
Juno Beach FL 33408

**NOTICE OF 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:**



# CERTIFICATE OF LIABILITY INSURANCE

04/25/2016

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**

American Specialty Insurance & Risk Services, Inc.  
7609 W. Jefferson Blvd., Suite 100  
Fort Wayne, IN 46804

**NAMED INSURED**

Northern Palm Beach County Chamber of Commerce, Inc.  
5520 PGA Boulevard, Suite 200  
Palm Beach Gardens, FL 33418

**INSURER(S) AFFORDING COVERAGE**

NAIC #

INSURER A: Greenwich Insurance Company

22322

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

**COVERAGES**

**CERTIFICATE NUMBER: 1001295223**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOT WITHSTANDING 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	INSURANCE TYPE	POLICY NUMBER	POLICY EFFECTIVE	POLICY EXPIRATION	LIMITS	
A	GL	ASG089887901	01/21/2016 12:01 a.m.	01/21/2017 12:01 a.m.	General Aggregate	5,000,000
					Products-Completed Operations Aggregate	5,000,000
					Personal and Advertising Injury	1,000,000
					Each Occurrence	1,000,000
					Medical Expense Limit (Any One Person)	Excluded
A	LIQUOR	ASL089888001	01/21/2016 12:01 a.m.	01/21/2017 12:01 a.m.	Each Common Cause Limit	1,000,000
					Aggregate Limit	2,000,000

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

- The Certificate Holder is only an Additional Insured with respect to liability caused by the negligence of the Named Insured as per Form GXAL 428 Additional Insured - Certificate Holders, but only with respect to LOGGERHEAD TRIATHLON on August 06, 2016.

**CERTIFICATE HOLDER**

TOWN OF JUNO BEACH  
340 OCEAN DRIVE  
JUNO BEACH, FL 33408

**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**

*Drew Smith*



**Department of Engineering  
and Public Works**

P.O. Box 21229

West Palm Beach, FL 33416-1229

(561) 684-4000

FAX: (561) 684-4050

www.pbcgov.com



**Palm Beach County  
Board of County  
Commissioners**

Mary Lou Berger, Mayor

Hal R. Valeche, Vice Mayor

Paulette Burdick

Shelley Vana

Steven L. Abrams

Melissa McKinlay

Priscilla A. Taylor

**County Administrator**

Verdenia C. Baker

May 11, 2016

Mr. Stewart Auville  
Race Director  
NPBC Chamber of Commerce  
5520 PGA Boulevard, Suite 200  
Palm Beach Gardens, FL 33418

**SUBJECT: 30<sup>TH</sup> ANNUAL LOGGERHEAD TRIATHLON - 2016**

Dear Mr. Auville:

Palm Beach County has reviewed your request to close County Road A-1-A (Ocean Drive) on Saturday, August 6, 2016, from 6:30 a.m. to 11:00 a.m. The route and schedule are as follows:

- County Road A-1-A closed from the main entrance to Carlin Park (Van Kessel Parkway) south to Donald Ross Road from 6:30 a.m. to 9:30 a.m.
- County Road A-1-A and the road to the Inlet Park from Van Kessel Parkway to the inlet closed from 6:30 a.m. to 10:30 a.m.

This request has been approved.

It is our understanding that the Town of Jupiter Police Department and Town of Juno Beach Police Department will assume responsibility for traffic control and will coordinate with other emergency departments.

If you have any further questions, please contact Larry T. Kelly of this office at 684-4030.

Sincerely,

Larry T. Kelly  
Construction Coordinator

LTK:saf

Attachment: Route Map

cc: Lisa De La Rionda, Director, Department of Public Affairs  
Heather C. Shrim, Web Design Coordinator, Department of Public Affairs  
Javier H. Lopez, Web Site Specialist, Department of Public Affairs  
Giri Jeedigunta, P.E., Traffic Signal Sys. Mgr., Traffic Division  
Jean Milord, P.E., Professional Engineer - Traffic Division  
Steve Shreve, P.E., Sr. Professional Engineer, Traffic (ITS) Division  
Andrew H. Holzinger, Recreation Programs Coordinator, Parks & Rec. Dept.  
Steve Anderson, Senior Planner, Palm Tran  
Paul Fertig, Lieutenant, Town of Juno Beach pfertig@junobeachpd.com  
Frank Kitzerow, Chief of Police, Town of Jupiter frank@jupiter.fl.us

File: General - Special Events  
Roads - A-1-A (Ocean Avenue)

N:\TRAFFIC\LTK\2015\SPECIAL EVENT - 30th Annual Loggerhead Triathlon -2016.docx

"An Equal Opportunity  
Affirmative Action Employer"



**PALM BEACH COUNTY ENGINEERING AND PUBLIC WORKS DEPARTMENT**  
**TRAFFIC DIVISION**  
 2300 North Jog Road  
 West Palm Beach, Florida 33411-2750  
 (561)684-4030

**Special Event Application for Temporary Road Closure *More Than 24 Hours***  
**(Festival)**

(Submit 90 days prior to event)

**Applicant Information**

Applicant Name NPBC Chamber of Commerce \_\_\_\_\_ Email : Stewart@npbchamber.com\_  
 Applicant Address: 5520 PGA Blvd. Suite 200, Palm Beach Gardens, FL 33418 Telephone: 561-746-7111\_  
 Anticipated Attendance 1,000 \_\_\_\_\_

**Description of Special Event**

Event Title: Loggerhead Triathlon \_\_\_\_\_ Event Location: Carlin Park – County Road A-1-A  
 County Road A-1-A closed from Main entrance to Carlin Park (Van Kessel Parkway) south to Donald Ross Road from  
 6:30am to 9:30am  
 County Road A-1-A and the road to the Inlet Park from Van Kessel Parkway to the inlet closed from 6:30am to  
 11:00am

\*\*\*PLEASE SEE STATEMENT OF USE/ROAD CLOSURES

Date of Event : August 6th \_\_\_\_\_ Event Hours: 6:30am to 11:00am \_\_\_\_\_

**Law Enforcement Agency Responsible for Traffic Control (If applicable)**

Name of Agency: Town of Jupiter and Town of Juno Beach Telephone: 561-741-2425 \_\_\_\_\_  
 Contact Name: Sgt Bradley Vince \_\_\_\_\_ Email \_\_\_\_\_

Provide/confirm the following:

- Event Location/Detour Route (attach map)
- Maintenance of Traffic Plan (attach map)
- Notification to the applicable police department having jurisdiction over the subject roadway(s)
- Notification to the applicable fire rescue department having jurisdiction over event location

The Applicant shall protect, defend, reimburse, indemnify and hold the Palm Beach County Board of County Commissioners, its agents, employees and elected officers harmless from and against all claims, liability, expense, loss, costs, damages or causes of action of every kind or character, including attorney's fees and costs, whether at trial or appellate levels or otherwise, arising during and as a result of their performance due to the acts or omissions of the Applicant.

The Applicant will assume all risk of and indemnify, defend and save harmless the Palm Beach County Board of County Commissioners from and against any and all loss, damage, cost or expense arising in any manner on account of the exercise of this event.

The Applicant shall be responsible for maintaining the portion of the County road it occupies for the duration of this event and providing a safe environment to the public. The Applicant shall provide general insurance in an amount not less than \$1,000,000 and shall name Palm Beach County as both certificate holder and additional insured.

Signature of Applicant \_\_\_\_\_ Date 5/10/16  
 Approved by Traffic Division: \_\_\_\_\_ Date: 5/11/16

# TRIATHLON COURSE MAP

