

Application for a Public Assembly Permit must be submitted to the City Clerk at least thirty (30) days prior to the date of the proposed assembly.

**APPLICATION FOR PUBLIC ASSEMBLY PERMIT
AS REQUIRED BY SECTION 11-20 ET SEQ. OF
THE CODE OF ORDINANCES OF
THE CITY OF GULF SHORES, ALABAMA**

Date: 1/10/19

ORGANIZATION/SPONSOR srRobertsdale Rotary Club

ADDRESS P O Box 1133 Robertsdale, AL

AGENT OR REPRESENTATIVE Dennis Young

TELEPHONE NUMBER (home) _____ (business) _____

Email ADDRESS dennusyoung8484@gmail.com

It is respectfully requested that a Public Assembly Permit be issued to the above named organization or sponsor.

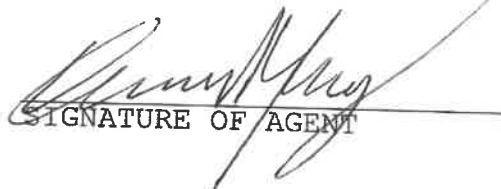
The following required information is submitted for the review and approval of the appropriate City Departments and the City Council:

- a. Purpose of the Public Assembly: Doc's Hot Trot for ARC 5K an 1 mile run to benefit the ARCBC
- b. Dates of the Assembly: 6/15/19
- c. Time of the Assembly: from 6:30 A.M. to 10:30 A.M.
- d. Estimated number of Participants/Attendees: 500
- e. Estimated number of Vendors: 0
- f. Location of Assembly (legal description of property if known): LULU'S Homeport Marina 200 East 25thAve. Gulf Shores, AL
- g. Owner of Property: LULU'S

Supply to Clerk a letter from owner of property permitting use for activity, if not owned by applicant.

- h. If applicant will need to use City employees for any part of the preparation and clean-up of the site, a separate agreement with the City will be required before issuance of the Permit.
- i. Applicant shall guarantee payment of business licenses and sales tax, if applicable to function.
- k. **Required attachments -- detailed explanation, including drawings and diagrams where applicable, of the prospective plan of the Permittee to provide for the following, as appropriate:**
 - (1) Police and fire protection (describe on-site security; Gulf Shores Police will do routine patrol and will respond to calls.)
 - (2) Food and water supply and facilities
 - (3) Health and sanitation facilities (specify number of portable toilet facilities to be furnished)
 - (4) Medical facilities and services including emergency vehicles and equipment
 - (5) Vehicle access and parking facilities (If the proposed public assembly is expected to require more parking than can be provided at the location of the assembly, the applicant must submit plans showing where additional parking will be provided and a letter from the owner of the property granting approval for such use.)
 - (6) Camping and trailer facilities
 - (7) Illumination facilities
 - (8) Communications facilities
 - (9) **Signage - Signage placement must be shown on diagram, comply with the City's Zoning Ordinance (Ordinance #1584, Chapter 18, Article XVI, Signs) and be approved by the Recreation and Cultural Affairs Director (or his agent) prior to the issuance of the Permit.**
 - (10) Noise control and abatement
 - (11) Facilities for daily clean up and waste disposal; final cleanup will be done within 24 hours after close (grease or oil disposal shall be monitored)
 - (12) Insurance and bonding arrangements -- Binder or other proof of coverage in proper amount shall be in the hands of the Clerk no later than five (5) days before the first day of the event.

The undersigned has authority to execute this application; and the requesting organized group, unincorporated association of persons, or corporation promises and agrees to abide by all the terms and conditions of Section 11-26, Code of Ordinances, under which a Public Assembly Permit is issued, and to abide by all rules and regulations of the City of Gulf Shores, Alabama.


SIGNATURE OF AGENT

By authority of Section 11-24 of the Code of Ordinances of the City of Gulf Shores, the requirement of an Assembly Permit shall not apply to any activity sponsored by the City, County or State.

The Permit shall be issued only after approval by the appropriate City Officials, as indicated below:

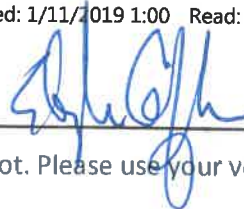
- a. Police Chief: _____ Date: _____
 - b. Fire Chief: _____ Date: _____
 - c. Public Works Director: _____ Date: _____
 - d. Building Official: _____ Date: _____
 - e. Planning & Zoning: _____ Date: _____
 - f. Recreation & Cultural Affairs: _____ Date: _____
 - g. City Administrator: _____ Date: _____
-

Emily Tidwell

From: Emily Tidwell
Sent: Friday, January 11, 2019 1:00 PM
To: Edward J. Delmore; Hartly Brokenshaw; Andy Bauer; Brandan Franklin; Mark Acreman; Grant Brown
Cc: Matt Young; Wanda Parris; Noel Hand; Mindy Singleton; Alicia Talley; Jason Woodruff; Temple Smith; Layla Andrews
Subject: Hot to Trot Assembly Permit
Attachments: SKM_C25819011109190.pdf

Tracking:	Recipient	Delivery	Read	Response
	Edward J. Delmore	Delivered: 1/11/2019 1:01 PM		Approve: 1/11/2019 1:55 PM
	Hartly Brokenshaw	Delivered: 1/11/2019 1:01 PM	Read: 1/11/2019 1:19 PM	Approve: 1/11/2019 1:19 PM
	Andy Bauer	Delivered: 1/11/2019 1:01 PM	Read: 1/11/2019 1:03 PM	Approve: 1/11/2019 1:03 PM
	Brandan Franklin	Delivered: 1/11/2019 1:01 PM		Approve: 1/11/2019 1:33 PM
	Mark Acreman	Delivered: 1/11/2019 1:01 PM	Read: 1/14/2019 11:04 AM	Approve: 1/14/2019 11:05 AM
	Grant Brown	Delivered: 1/11/2019 1:01 PM		Approve: 1/14/2019 8:16 AM
	Matt Young	Delivered: 1/11/2019 1:00 PM	Read: 1/11/2019 1:01 PM	
	Wanda Parris	Delivered: 1/11/2019 1:01 PM		
	Noel Hand	Delivered: 1/11/2019 1:01 PM	Read: 1/11/2019 1:09 PM	
	Mindy Singleton	Delivered: 1/11/2019 1:00 PM		
	Alicia Talley	Delivered: 1/11/2019 1:01 PM	Read: 1/11/2019 1:01 PM	
	Jason Woodruff	Delivered: 1/11/2019 1:00 PM	Read: 1/11/2019 3:04 PM	
	Temple Smith	Delivered: 1/11/2019 1:01 PM	Read: 1/11/2019 3:36 PM	
	Layla Andrews	Delivered: 1/11/2019 1:00 PM	Read: 1/11/2019 1:27 PM	

CITY ADMINISTRATOR

 1/14/19

Please review the following assembly permit for the Hot to Trot. Please use your voting buttons to approve/reject.

Thank you ☺
Emily

Emily Tidwell

Robertsdale Rotary Club
Robertsdale Rotary Club Foundation
P.O. Box 1133
Robertsdale AL. 36567

MS. Wanda Parris , City Clerk

City of Gulf Shores, AL.

Please find included the following:

Application for Assembly Permit for the Hot Trot for ARC

Course map

Copy of Insurance Certificate

The Hot Trot for ARCBC is a 5K and 1 mile run. This is an annual fundraiser to benefit the Association for Retarded Citizens of Baldwin County. The run is organized and presented by the Robertsdale Rotary Club Foundation. The foundation is the philanthropic organization for our club and is an all volunteer 501c3 corporation established to raise and distribute funds throughout Baldwin County. There are no administrative costs associated with our Foundation. All net proceeds from the race will be presented to the ARC. All pre and post race activities will take place at LULU's. The runs will take place on the right of way as described in the map provided. We provide personnel on the course to direct runners, for traffic control, water stations, and any other personal assistance that participants may need. Please Note:

No City of Gulf Shores employees are needed for prep or clean up

Food, water, and facilities provided by Lulu's.

Emergency medical will be provided if needed

Vehicle access and parking is at Lulu's

No camping or trailer facilities required

No illumination facilities

No communication facilities required

Signage placement shown course map (as provided)

Noise control and abatement as required

No daily waste disposal required

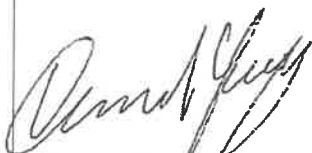
Insurance information provided

All net proceeds go to benefit the Association for Retarded Citizens of Baldwin County. We therefore respectfully request that any permit fees be waived.

Please contact me at 251-284-8484 or email to: dennisyoung8484@gmail.com

If approved please send permit to: Robertsdale Rotary Club P.O. Box 1133 Robertsdale, AL. or email to dennisyoung8484@gmail.com

Sincerely

A handwritten signature in cursive script, appearing to read "Dennis Young".

Dennis Young

Robertsdale Rotary Club

JUN 18 11 09:57 AM

JON BOWEN, D. M. D., P. C.

5/20/13

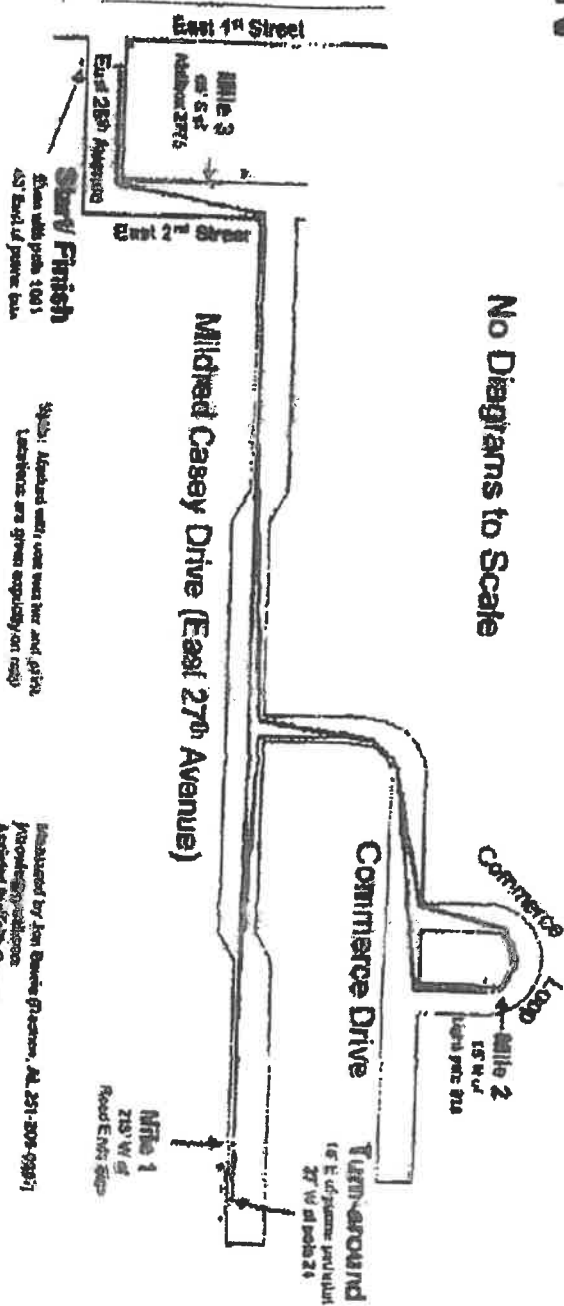
HOT TROT 5K II

East Shore, Alabama

Start/finish and Turn-around marked with washers and paint



No Diagrams to Scale



Start/Finish
Start with pins (001)
45' East of power line

Note: Asphalt with some wear and ruts.
Locations are given roughly on map.

Illustrated by Jon Bowen Graphics, AL 251-308-0981
Photography: Jon Bowen
Assembled by Keith Cooper
to June 2014
Calculated on MapSource
Also contact: Keith Cooper (251-541-2477)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/10/2019

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).

PRODUCER Arthur J. Gallagher Risk Management Services, Inc. 2850 Golf Road Rolling Meadows IL 60008	CONTACT NAME: Ali Sulita PHONE (A/C, No, Ext): 1-833-3ROTARY E-MAIL ADDRESS: rotary@ajg.com	FAX (A/C, No): 630-285-4062
	INSURER(S) AFFORDING COVERAGE	
INSURED All Active US Rotary Clubs & Districts Robertsdale Rotary Foundation ATTN: Risk Management Dept. 1560 Sherman Ave. Evanston, IL 60201-3698	INSURER A: Lexington Insurance Company	NAIC # 19437
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 899307648

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 SUBR INSD 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 <input checked="" type="checkbox"/> Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		015375594	7/1/2018	7/1/2019	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		015375594	7/1/2018	7/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		NOT APPLICABLE			EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A	NOT APPLICABLE			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> 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)

The Certificate holder is included as additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER

CANCELLATION

City of Gulf Shores
1905nW 1st street
Gulf Shores, AL

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



December 27, 2018

City of Gulf Shores

P.O. Box 299

Gulf Shores, AL 36547

Attention: City Clerk

Dennis Young with the Robertsdale Rotary Club is hereby given permission to use a portion of LuLu's property, Gulf Shores' location at 200 East 25th Avenue, to stage the annual Doc's Hot Trot for ARC 5K and 1 Mile Run/Walk on June 15th, 2019 from 6:30 a.m. – 10:30 a.m. Last year's event was an incredibly successful charity run that raised over \$8,000 for the ARC. Thank you for your attention in this matter.

Thank you,

Gabrielle Barnett

LuLu's Marketing & Communications Manager

GULF SHORES: 200 East 25th Avenue • P.O. Box 413 • Gulf Shores, Alabama 36547 • 251-967-LULU (5858)
DESTIN: 4607 Legendary Marina Drive • P.O. Box 5858 • Destin, Florida 32540 • 850-710-LULU (5858)
NORTH MYRTLE BEACH: 4954 Highway 17 South • North Myrtle Beach, South Carolina 29582 • 843-491-5011

www.LuLuBuffett.com

Emily Tidwell

From: Emily Tidwell
Sent: Tuesday, January 08, 2019 9:10 AM
To: Edward J. Delmore; Hartly Brokenshaw; Andy Bauer; Brandan Franklin; Mark Acreman; Grant Brown
Cc: Matt Young; Wanda Parris; Noel Hand; Mindy Singleton; Alicia Talley; Jason Woodruff; Temple Smith; Layla Andrews
Subject: Assembly Permit for the Sweet Heart Run
Attachments: SKM_C25819010810120.pdf

Tracking:	Recipient	Delivery	Read	Response
	Edward J. Delmore	Delivered: 1/8/2019 9:10 AM		Approve: 1/8/2019 11:19 AM
	Hartly Brokenshaw	Delivered: 1/8/2019 9:10 AM	Read: 1/10/2019 4:54 PM	Approve: 1/10/2019 4:54 PM
	Andy Bauer	Delivered: 1/8/2019 9:10 AM	Read: 1/8/2019 9:18 AM	Approve: 1/8/2019 9:20 AM
	Brandan Franklin	Delivered: 1/8/2019 9:10 AM		Approve: 1/8/2019 2:13 PM
	Mark Acreman	Delivered: 1/8/2019 9:10 AM	Read: 1/8/2019 11:25 AM	Approve: 1/8/2019 11:27 AM
	Grant Brown	Delivered: 1/8/2019 9:10 AM		Approve: 1/8/2019 12:04 PM
	Matt Young	Delivered: 1/8/2019 9:10 AM	Read: 1/8/2019 9:16 AM	
	Wanda Parris	Delivered: 1/8/2019 9:10 AM		
	Noel Hand	Delivered: 1/8/2019 9:10 AM	Read: 1/8/2019 10:19 AM	
	Mindy Singleton	Delivered: 1/8/2019 9:10 AM		
	Alicia Talley	Delivered: 1/8/2019 9:10 AM	Read: 1/8/2019 9:15 AM	
	Jason Woodruff	Delivered: 1/8/2019 9:10 AM	Read: 1/8/2019 11:01 AM	
	Temple Smith	Delivered: 1/8/2019 9:10 AM	Read: 1/8/2019 9:10 AM	
	Layla Andrews	Delivered: 1/8/2019 9:10 AM	Read: 1/9/2019 8:03 AM	Approve: 1/9/2019 8:07 AM

Please see the attached assembly permit for the Sweet Heart run. Please use your voting buttons to approve/reject. Also see Matts note below.

Thank you,
Emily 😊

Hi Emily.

Please circulate to department heads. The applicant will need to submit current insurance certificate naming the city dually insured prior to the event. An emergency action plan may also be required by the fire department.

Matt Young, MS CPRE

Assistant Director of Recreation & Cultural Affairs

Emily Tidwell

Executive Office

Administrative Assistant II

and Records Clerk

PO Box 299

203 Clubhouse Drive, Suite B

Gulf Shores, AL 36542

www.gulfshoresal.gov

Phone (251) 968.1126

Fax (251) 968.4459



From: scanner@gulfshoresal.gov [mailto:scanner@gulfshoresal.gov]

Sent: Tuesday, January 08, 2019 10:13 AM

To: Emily Tidwell <etidwell@gulfshoresal.gov>

Subject: Message from KM_C258