



# EVENT PERMIT

Ordinance 17-08

## RACING THE RIDGE PROLOGUE

**PERMIT NUMBER:** TMP2022-00475

**Date(s) of Event:** February 11, 2023-February 12, 2023

Property Owner: TIITF/COUNTIES

Applicant: MAXWELL GLEDHILL  
904-687-8215

Description: Participants of race are kids in grades 6-12. it is a two day event on February 11, 2023 and February 12, 2023 from 8:00AM until 5:00PM Saturday and 6:30AM until 4:00PM on Sunday.

Location of event: 19130 N RIVER RD, ALVA, FL 33920  
**Caloosahatchee Regional Park**

Will the event be attended by 1000 or more people ? No

Will the event be held on County Owned Property ? Yes

Will there be alcohol consumed or sold at the event ? No

Will a bond be posted for this event ? No

**Permit Conditions:**

- \* Applicant must meet all event application requirements, including requirements of the sign-off agencies.
- \* The premises is to be left in the same condition as it was prior to the event.
- \* The permit is to be readily available for inspection during the entire event.
- \* If this approval includes the sale or consumption of alcoholic beverages, no alcoholic beverages may be consumed 1 1/2 hours prior to the conclusion of the event and vacating the facility/property.

Board of County Commissioners  
Lee County, Florida

  
County Manager Date 12/2/2022



**Lee County**  
*Southwest Florida*

# Event Application

Special Event

Use of  
County  
Property

Alcohol  
within Lee  
County  
Facilities

Film, Video  
&  
Photography

*Racing the Ridge Prologue*

*TMP 2022 - 00475*



## Lee County Event Permit Application



### Event Application

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- PERMIT TO SELL AND CONSUME ALCHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

<b>Section I - GENERAL INFORMATION (All Permit Types)</b>	
<b>Title of Event / Name of Production</b>	Racing The Ridge Prologue
<b>Date(s) of Event / Production:</b>	February 11-12, 2023
<b>Location(s) of Event:</b>	Caloosahatchee Regional Park
<b>Name of Applicant:</b>	Maxwell Gledhill
<b>Applicant Address:</b>	53 Salt Pt., St. Augustine, FL 32086
<b>Applicant Phone Number:</b>	904.687.8215
<b>Contact Person:</b> (If different from applicant)	
<b>Contact Phone Number:</b> (If different from applicant)	
<b>Email Address:</b>	maxwell@floridamtb.org
<b>Estimated Attendance:</b>	250 racing; 500 in total attendance (max #'s for both)
<b>Event Description:</b> Include each activity, when activities take place, etc.	This is race #1 in a 5 race series across the state of FL. All participants in the race are kids in grades 6-12 and are on one of 13+ teams spread throughout FL from Tallahassee to Miami. It is a two day event for teams and student-athletes/families. Saturday morning is time for set up (course, infield, team tents area and parking) then starting around noon on Saturday the course opens for pre-rides. We close things down by 5PM Saturday. Sunday is our race day and we begin racing around 9:30AM but staff will be there starting at 6:30AM. We will run 3 waves (groups) of kids starting at 9:30AM and
<b>Hours of Operation:</b>	Saturday February 11th, 2023: 8:00 AM - 5:00 PM; Sunday February 12th, 2023: 6:30 AM- 4:00 PM
<b>STRAP # of Parcel:</b>	20-43-27-00-00001-0000
<b>Owner of Premises*:</b>	

\*Notarized statement from the property owner specifically consenting to the proposed use required.

Lee County Event Permit Application



Fill out the following questions for all permit types:

What is the Zoning Classification of the premises? \_\_\_\_\_

Are any temporary structures to be installed for the event?  Yes  No Type: \_\_\_\_\_

Do you have the appropriate permits for the temporary structures?  Yes  No

\* For a 'Special Event' and 'Use of County Property' permit, submit a site plan with all proposed facilities and activities indentified, including all parking areas.

Insurance Company Insuring the Event: Markel Insurance Company \_\_\_\_\_

Note: Certificate of Insurance must be submitted at time of application

Surety Company Bonding this Event (Name and Address): \_\_\_\_\_

<p>Will Vehicles be Used as Part of This Event?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, automobile coverage must be included on the certificate of insurance.</p>	<p>Will Food be Available at this Event?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, products liability coverage must be included on the certificate of insurance.</p>	<p>Will Alcoholic Beverages be served/consumed at this Event?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, liquor liability coverage must be included on the certificate of insurance.</p>
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Name & Address of Organization Providing Food: \_\_\_\_\_

Type of Food being Served: \_\_\_\_\_

Section II - USE OF COUNTY PROPERTY PERMIT

Organization Sponsoring the Event: Florida Interscholastic Cycling League \_\_\_\_\_

Fill out this portion for applications for Solicitation in the County Rights-of-Way:

Name of Charity: \_\_\_\_\_

Address of Charity: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Non-profit certificate/registration number: \_\_\_\_\_

(Proof of registration with the Dept. of Agriculture & Consumer Services \$496.405 or proof the organization is exempt from this requirement. §316.2045)

Section III - SALE/CONSUMPTION OF ALCHOLIC BEVERAGES PERMIT

Is alcohol being sold/consumed on County Property?  Yes  No

If Yes, then a "Lee County Alcohol Permit" is required. Only non-profit organizations can sell alcohol on County Property.

Non-profit certificate/registration number: \_\_\_\_\_

(Required if alcohol is to be SOLD at the event)

Please note: A permit from the State of Florida Division of Alcoholic Beverages and Tobacco may also be required; please call (239) 344-0885 for further details





**Section IV - FILM / VIDEO / PHOTOGRAPHY PERMIT**

Type of Production (choose all that apply):

<input type="checkbox"/> TV Movie or Special	<input type="checkbox"/> TV Series / Pilot	<input type="checkbox"/> TV Commercial	<input type="checkbox"/> Still Photos
<input type="checkbox"/> Public Service Announcement	<input type="checkbox"/> Industrial / Documentary	<input type="checkbox"/> Other: _____	

Will any of the following be needed or included\*?

Street Closure	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Traffic / Crowd Control	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Fire or Burning	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Explosives or Pyrotechnics	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Animals, Large or Small	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Construction of Any Kind	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Large and/or Numerous Vehicles	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Helicopters, Boats, etc.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Stunts	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other	<input type="checkbox"/> Yes	<input type="checkbox"/> No

\* For any marked Yes, provide further details below:

Special Parking Requirements:

City or County Services Required: (Personnel, equipment, facilities, etc.)

The following information is required for local and state records on production in Florida to track the economic impact of the industry. If exact figures are not available, please estimate as closely as possible.

Number in Cast: \_\_\_\_\_ Number in Crew: \_\_\_\_\_ Number of locals hired: \_\_\_\_\_

Total budget: \_\_\_\_\_ Estimate amount spent in Lee County: \_\_\_\_\_

Hotel room nights: \_\_\_\_\_ Number of shooting days: \_\_\_\_\_  
number of rooms x number of nights



**SECTION I - SAFETY**

The Applicant agrees to provide adequate traffic and crowd control, emergency medical services and any other items, at the Applicant's expense, required by Lee County to protect the health, safety and welfare of the public. Lee County shall have the power to review the proposal and require, as necessary, detailed plans, diagrams, and explanations to clearly outline to Lee County, exactly what the Applicant is proposing.

**SECTION II - INSURANCE**

The Applicant, at its sole expense, agrees to procure and maintain in force during the entire term of the application, liability insurance in the amounts determined by Lee County Risk Management to protect against damages or other claims arising from use of County property by the applicant or its guests. Other limits may also be established by Lee County Risk Management for events which will be serving or consuming alcoholic beverages at approved County property. The insurance policy must also include coverage for Applicant's contingent liability on damages, claims or losses. "Lee County Board of County Commissioners" must be named as "additional insured" on the Certificate of Insurance, and the Certificate must be delivered to Lee County prior to Applicant's use of the property. The Insurance may not be canceled during the term of the event, if this occurs, the County has the right to revoke approvals related to use of the County property for the event, without recourse by the applicant.

**SECTION III - INDEMNIFICATION**

The Applicant agrees to indemnify, release and save harmless Lee County against any and all claims, costs, demands, damages, judgments or injuries of any nature arising from the conduct or management of, or from any work or thing whatsoever done in or about said Lee County property or any building or structure appurtenant thereto or equipment thereof during the term of this Permit, or arising during such term from any act of negligence of the Applicant, Applicant's agents, contractors, or employees, or arising from any accident, injury, or damage whatsoever, however caused, to any person or persons, or to any property of any person, persons, corporation or corporations, occurring during the term of this agreement on, in, or about said Lee County property, and from and against all costs, attorney's fees, expenses and liabilities occurring in connection with any such claim or any action or proceeding brought thereon.

For film permit applicants: The permittee shall have on-site a responsible representative empowered with authority over the filming director, filming crews, participants and filming operation. Permittee shall indemnify, defend and hold harmless the county, its officers, agents and employees from and against all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind arising out of or occurring during the activities of the permittee, and resulting or occurring from any negligent act, omission or error of permittee, resulting in or relating to injuries to body, life, limb or property sustained in, about or upon the permitted premises or improvement thereto, or arising from the use of the premises.

**SECTION IV - DELIVERY, ACCEPTANCE AND SURRENDER OF PREMISES**

The Applicant agrees to accept the County property on possession as being in a satisfactory state of repair and in sanitary condition.

The Applicant must surrender the premises to Lee County in the same condition as when Applicant takes possession, allowing for reasonable use and wear, and damage by acts of God. Applicant agrees to remove all business signs or symbols placed on the premises by the Applicant before redelivery of the premises to Lee County, and restore the premises to the condition in which it existed before their placement. Any signs and markings created or used in connection with this event must be temporary and removable; painting roadways, trees or any other fixed object is strictly prohibited. Applicant agrees to clear the Lee County property of litter at the close of the event.

Applicant Agreement - Signature Required



SECTION V - AGREEMENT

The Applicant agrees that Lee County can, at its sole discretion, terminate and cancel its permit to use Lee County property at any time without prejudice. Applicant further agrees to waive, release, save and hold harmless Lee County from any and all claims, demands or cause of actions based upon Lee County's cancellation or termination of said permit.

The Applicant agrees that the Lee County permit does not provide Applicant with any property rights in the County property in question or in the permit itself.

The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge.

Maxwell Gledhill  
Signature of Applicant

Maxwell Gledhill  
Print Name of Applicant and Title

9/9/2022  
Date

Sarah Gledhill  
Witness

Sarah Gledhill  
Print Name of Witness

9/9/2022  
Date

Lee County Event Permit Application



LEE COUNTY SHERIFF'S DEPARTMENT  
14750 SIX MILE CYPRESS PARKWAY  
FORT MYERS, FLORIDA 33912  
(239) 477-1199

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Parking: Parking in authorized areas of the park only. Right of Ways will not be impeded.

Deputies (How Many?): None

Fee for Services: None

Special Arrangements: It is understood by this office through the permit application that the race course will remain on one side of the park. There will be no need for participants to cross the road during the event.

Print Name: Steven Brody  
Signature: Capt. Steven Brody  
Title: Tactical Support Unit  
Date: 8/31/22





## Marinell, Ginger

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**From:** Sellers, Amy <asellers@sheriffleefl.org>  
**Sent:** Tuesday, November 15, 2022 10:56 AM  
**To:** Marinell, Ginger  
**Subject:** RE: Temporary permit for Racing the Ridge Prologue

LCSO has no objections as long as it is safe to conduct the race and Parks & Rec is going to allow this to still take place.



### Amy Sellers

Detail Assistant  
Details  
O: 239-477-1098  
E: asellers@sheriffleefl.org



[www.sheriffleefl.org](http://www.sheriffleefl.org)

#### \*\*\*IMPORTANT MESSAGE\*\*\*

This message is intended for the use of the person or entity to whom it is addressed and may contain information that is privileged and confidential, the disclosure of which is governed by applicable law. If the reader of this email is not the intended recipient or the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this information is STRICTLY PROHIBITED. If you have received this email by error, please notify us immediately and destroy the related message. This footnote also confirms that this email message has been swept for the presence of computer viruses, worms, hostile scripts and other email-borne network threats. PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from government officials are public records available to the public and media upon request. Your email communications may be subject to public disclosure per Sec. 119 F.S.

**From:** Marinell, Ginger [mailto:GMarinell@leegov.com]  
**Sent:** Tuesday, November 15, 2022 10:51 AM  
**To:** Sellers, Amy <asellers@sheriffleefl.org>; bkuhn@alvafirecontrol.org; Higgins, Douglas <DHiggins@leegov.com>; Miller, Bryan <BMiller@leegov.com>; Via, Colleen <cvia@leegov.com>; Figueroa, Mike <MFigueroa@leegov.com>  
**Cc:** Jenkins-Owen, Sharon <SJenkins-Owen@leegov.com>  
**Subject:** Temporary permit for Racing the Ridge Prologue

Good Morning,

Attached you will find a Special Event for Racing the Ridge Prologue at Caloosahatchee Regional Park on February 11-12, 2023. You signed off on this event back in August and early September. With Hurricane Ian just taking place, we wanted to reach out to make sure you were still ok with the event or if you need to suggest any changes. Could send me an email with either the approval or the changes?

Due to Hurricane Ian, Lee County is implementing Emergency Permitting Procedures, which focuses on helping residents and business owners obtain the necessary permits and inspections to repair the damage to their current inhabitable homes and businesses.

Please see the link below for updated information:  
<https://www.leegov.com/dcd/BldPermitServ/AppsProcd/EmergProcd>

Lee County Event Permit Application



FIRE DEPARTMENT

The Fire Department serving the area where the event is to be held signs this form. Please see User's Guide for contact information and Fire District Map.

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Fire Guards (How Many?) na

Fee for Services: na

Flammable Vegetation: na

First Aid Equipment: na

Fire Extinguishing: na

Special Arrangements: Alva Fire Dept does not need to provide EMS coverage contingent upon Lee County EMS or another agency providng the necessary medical coverage for the event.

Print Name: Brandon Kuhn

Signature:

Title: Chief

Date: 9-6-22

## Marinell, Ginger

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**From:** bkuhn@alvafirecontrol.org <bkuhn@alvafirecontrol.org>  
**Sent:** Tuesday, November 15, 2022 1:09 PM  
**To:** Marinell, Ginger  
**Subject:** [EXTERNAL] Re: Temporary permit for Racing the Ridge Prologue

Hello, everything is good for us.. approved.

Thanks,

Brandon Kuhn  
Fire Chief  
Alva Fire Control & Rescue Service District  
2660 Styles Rd., Alva, FL. 33920  
p: 239.728.2223  
f: 239.728.2231

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**From:** Marinell, Ginger <GMarinell@leegov.com>  
**Sent:** Tuesday, November 15, 2022 10:51 AM  
**To:** ext-Sellers, Amy ([sheriffleefl.org](mailto:sheriffleefl.org)) <asellers@sheriffleefl.org>; bkuhn [alvafirecontrol.org](mailto:alvafirecontrol.org) <bkuhn@alvafirecontrol.org>; Higgins, Douglas <DHiggins@leegov.com>; Miller, Bryan <BMiller@leegov.com>; Via, Colleen <cvia@leegov.com>; Figueroa, Mike <MFigueroa@leegov.com>  
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Please see the link below for updated information:  
<https://www.leegov.com/dcd/BldPermitServ/AppsProcd/EmergProcd>

We appreciate your patience and understanding.

Best Wishes,



Ginger Marinell | Community Development Permitting  
1500 Monroe St, Fort Myers FL 33901



Lee County Event Permit Application



EMERGENCY MEDICAL SERVICES / PUBLIC SAFETY
2000 Main St., Suite #100
FORT MYERS, FL 33901
(239) 533-3911

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
USE OF COUNTY PROPERTY PERMIT
PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Treatment Facilities: None necessary.
Medical Personnel: Request was for at least 3 EMS personnel. We will recommend two carts and one ambulance. However, we will only bill for the one cart and one ambulance, as the second cart can be used for access if one is busy.
Medical Supplies / Equipment: None necessary.
Safety Requirements: Applicants shall follow all CDC and FDOH directives, and the Florida Governor's Executive Orders concerning health and safety, especially with regards to COVID-19 and the number of people congregating at the event.
Fee for Services: As set forth by the Board of County Commissioners, published in the Lee County External Fee Manual. Guidelines for resources: Ambulance (2 personnel) = \$100/hour, Bicycle Team (2 personnel) = \$80/hour, Ambulance Cart (2 personnel) = \$80/hour. There is an additional one hour billed per resource for setup.
Special Arrangements: Please call 911 in the event of an emergency. To arrange special event coverage, contact our office at EMSDetail@leegov.com.

Print Name: Douglas B. Higgins
Signature: Douglas B. Higgins
Title: Division Chief, Support Services
Date: September 8, 2022



## Marinell, Ginger

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**From:** Higgins, Douglas  
**Sent:** Tuesday, November 15, 2022 4:38 PM  
**To:** Marinell, Ginger  
**Subject:** RE: Temporary permit for Racing the Ridge Prologue

Ginger –

Thank you for reaching out to confirm this approval. We are happy to say there are no changes required and it remains approved.

Doug

**Douglas B. Higgins**  
Division Chief, Support Services  
Lee County Emergency Medical Services  
2000 Main St., Suite #100  
Fort Myers, FL 33901  
Cell: 239-672-9651  
Office: 239-533-3916  
[dhiggins@leegov.com](mailto:dhiggins@leegov.com)

**From:** Marinell, Ginger <GMarinell@leegov.com>  
**Sent:** Tuesday, November 15, 2022 10:51 AM  
**To:** ext-Sellers, Amy (sheriffleefl.org) <asellers@sheriffleefl.org>; bkuhn@alvafirecontrol.org; Higgins, Douglas <DHiggins@leegov.com>; Miller, Bryan <BMiller@leegov.com>; Via, Colleen <cvia@leegov.com>; Figueroa, Mike <MFigueroa@leegov.com>  
**Cc:** Jenkins-Owen, Sharon <SJenkins-Owen@leegov.com>  
**Subject:** Temporary permit for Racing the Ridge Prologue

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Due to Hurricane Ian, Lee County is implementing Emergency Permitting Procedures, which focuses on helping residents and business owners obtain the necessary permits and inspections to repair the damage to their current inhabitable homes and businesses.

Please see the link below for updated information:  
<https://www.leegov.com/dcd/BldPermitServ/AppsProcd/EmergProcd>

We appreciate your patience and understanding.

Best Wishes,

Lee County Event Permit Application



DEPARTMENT OF TRANSPORTATION  
1500 MONROE STREET  
FORT MYERS, FL 33901  
(239) 533-8580

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Parking:

No event parking on any portion of Lee County maintained road rights-of-way.

Ingress and Egress:

Use all established means of ingress and egress.

Special Arrangements:

Use Lee County Sheriff's Office for assistance with traffic control, as needed.

Print Name: Bryan Miller

Signature: Bryan Miller Digitally signed by Bryan Miller  
Date: 2022.09.09 05:44:05 -04'00'

Title: Senior Project Manager

Date: September 9, 2022



## Marinell, Ginger

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**From:** Miller, Bryan  
**Sent:** Tuesday, November 15, 2022 1:29 PM  
**To:** Marinell, Ginger  
**Subject:** Re: Temporary permit for Racing the Ridge Prologue  
**Attachments:** image001.png; image002.png; image003.png; image004.png; image005.png; racing rhe ridge prologue.pdf

No objections from DOT.

Sent from my iPhone

On Nov 15, 2022, at 10:51 AM, Marinell, Ginger <GMarinell@leegov.com> wrote:

Good Morning,

Attached you will find a Special Event for Racing the Ridge Prologue at Caloosahatchee Regional Park on February 11-12, 2023. You signed off on this event back in August and early September. With Hurricane Ian just taking place, we wanted to reach out to make sure you were still ok with the event or if you need to suggest any changes. Could send me an email with either the approval or the changes?

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We appreciate your patience and understanding.

Best Wishes,

Ginger Marinell | Community Development Permitting  
1500 Monroe St, Fort Myers FL 33901  
**Office:** 239-533-8343  
**Email:** [gmarinell@leegov.com](mailto:gmarinell@leegov.com)  
**Web:** [www.leegov.com/dcd](http://www.leegov.com/dcd)  
Connect with us on social media

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Receive updates from Lee County Government by [subscribing to our newsletter](#)

Please note: Florida has a very broad public records law. Most written communications to or from County Employees and officials regarding County business are public records available to the public and media upon request. Your email communication may be subject to public disclosure.

Lee County Event Permit Application



LEE COUNTY PARKS AND RECREATION  
3410 PALM BEACH BOULEVARD  
FORT MYERS, FLORIDA 33916  
(239) 533-7275

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- SPECIAL EVENT PERMIT
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Illumination:

Event organizer will need to provide temporary lighting if needed for pre-dawn set up.

Parking Areas:

Event organizer is responsible to direct patrons to the designated parking areas on-site. Must ensure that vehicles do not block driveways or the roadway. Organizer must provide adequate staff/volunteers along with directional signage for the event.

Special Arrangements:

The event organizer is responsible to provide adequate staff/volunteers throughout the event for Safety/First Aid stations, course monitoring, litter control and debris clean up during and after the event. Must provide at least Four (4) portable toilet units (3 unisex + 1 ADA) and two (2) wash stations. Work with the on-site staff to designate the placement of restroom units.

Event set-up on Friday and breakdown should be coordinated with Park Staff.

Print Name: Colleen Via

Signature:

Title:

Operations Manager

Date:

8/6/2022

CRP - Racing To Ridge youth event  
2/11 & 2/12/2023

## Marinell, Ginger

---

**From:** Via, Colleen  
**Sent:** Wednesday, November 23, 2022 11:53 AM  
**To:** Marinell, Ginger  
**Subject:** RE: Temporary permit for Racing the Ridge Prologue

Good afternoon Ginger!

I am good with the event taking place and no changes are necessary.

Thanks!



### Colleen Via, CPRP | Operations Manager

Terry Park Administration Office  
3410 Palm Beach Blvd., Fort Myers, FL 33916

**office:** (239) 533-7436

**cell:** (239) 229-0634

**email:** [cvia@leegov.com](mailto:cvia@leegov.com)

**web:** [www.leeparks.org](http://www.leeparks.org)

Connect With Us On Social Media



Receive updates from Lee County Government by [subscribing to our newsletter](#)

Please note: Florida has a very broad public records law. Most written communications to or from County Employees and officials regarding County business are public records available to the public and media upon request. Your email communication may be subject to public disclosure.

Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

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**Sent:** Tuesday, November 15, 2022 10:51 AM  
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Lee County Event Permit Application



LEE COUNTY RISK MANAGEMENT  
COUNTY ADMINISTRATION BUILDING - 4<sup>TH</sup> FLOOR  
2115 SECOND STREET  
FORT MYERS, FLORIDA 33901  
(239) 533-2221

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- PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Insurance Requirements: Commercial general liability insurance to include participant legal liability coverage with minimum limits of One Million Dollars (\$1,000,000) per occurrence to protect against bodily injury and/or property damage relative to applicants use of aforementioned event within Lee County.

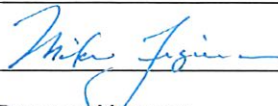
Certificate Must Read As:

Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials are automatic additional insureds and includes an automatic waiver of subrogation with regard to general liability. The certificate holder is an additional insured on a primary and noncontributory basis with regards to general liability.

Special Arrangements: A Certificate of Insurance shall be submitted as evidence of the required coverage listing Lee County, a political subdivision and Charter County of the State of Florida, P.O. Box 398, Fort Myers, FL 33902 as the certificate holder and as an additional insured as listed above.

Subject to proof of insurance.

Print Name: Mike Figueroa

Signature: 

Title: Risk Program Manager

Date: August 26, 2022



## Marinell, Ginger

---

**From:** Figueroa, Mike  
**Sent:** Thursday, November 17, 2022 5:35 PM  
**To:** Marinell, Ginger; ext-Sellers, Amy (sheriffleefl.org); bkuhn@alvafirecontrol.org; Higgins, Douglas; Miller, Bryan; Via, Colleen  
**Cc:** Jenkins-Owen, Sharon  
**Subject:** RE: Temporary permit for Racing the Ridge Prologue

Ginger-

Hope all is well. This department has no issues, thanks.

Respectfully,



**Mike Figueroa | Risk Program Manager**

Risk Management

P.O. Box 398, Fort Myers, FL 33902-0398

**office:** (239) 533-0833

**email:** [mfigueroa@leegov.com](mailto:mfigueroa@leegov.com)

**web:** [www.leegov.com](http://www.leegov.com)

Connect With Us On Social Media



Please be advised Contact Information for Risk Management is 239-533-0835 or [risk@leegov.com](mailto:risk@leegov.com)

**From:** Marinell, Ginger <GMarinell@leegov.com>

**Sent:** Tuesday, November 15, 2022 10:51 AM

**To:** ext-Sellers, Amy (sheriffleefl.org) <asellers@sheriffleefl.org>; bkuhn@alvafirecontrol.org; Higgins, Douglas <DHiggins@leegov.com>; Miller, Bryan <BMiller@leegov.com>; Via, Colleen <cvia@leegov.com>; Figueroa, Mike <MFiguroa@leegov.com>

**Cc:** Jenkins-Owen, Sharon <SJenkins-Owen@leegov.com>

**Subject:** Temporary permit for Racing the Ridge Prologue

Good Morning,

Attached you will find a Special Event for Racing the Ridge Prologue at Caloosahatchee Regional Park on February 11-12, 2023. You signed off on this event back in August and early September. With Hurricane Ian just taking place, we wanted to reach out to make sure you were still ok with the event or if you need to suggest any changes. Could send me an email with either the approval or the changes?

Due to Hurricane Ian, Lee County is implementing Emergency Permitting Procedures, which focuses on helping residents and business owners obtain the necessary permits and inspections to repair the damage to their current inhabitable homes and businesses.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/25/2022

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> Insurance Office of America, Inc. 501 S. Cherry Street Suite 600 Denver CO 80246	<b>CONTACT NAME:</b> Melinda Romero <b>PHONE (A/C, No, Ext):</b> 303-565-1123 <b>E-MAIL ADDRESS:</b> melinda.romero@ioausa.com		<b>FAX (A/C, No):</b> 720-524-6544
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> National Interscholastic Cycling Association (NICA) 2414 Sixth St. Berkeley CA 94710	<b>INSURER A :</b> United States Fire Insurance Company		21113
	<b>INSURER B :</b> Everest National Insurance Company		10120
	<b>INSURER C :</b>		
	<b>INSURER D :</b>		
	<b>INSURER E :</b>		
<b>INSURER F :</b>			

**COVERAGES**

CERTIFICATE NUMBER: 1435326803

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
B	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Sanctioned Event	Y	Y	SI8ML02537-221	4/11/2022	4/11/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Abuse/Molestation \$ 1,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	Y	SI8EX02008-221	4/11/2022	4/11/2023	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
	<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 \$
B A	Participant Legal Liability Participant Accident			SI8ML02537-221 US1819974	4/11/2022 4/11/2022	4/11/2023 4/11/2023	Occurrence 1,000,000 Per Injury/Deductible 10,000/1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Under General Liability: Abuse & Molestation: \$2,000,000 Aggregate; Participant Legal Liability: \$2,000,000 Aggregate. Under Participant Accident: Aggregate Limit: \$500,000 per Policy Term; Deductible: \$1,000 per Claim

The Certificate Holder is named as Additional Insured per Form #ECG 20 600 with respect to General Liability when required by written contract, but only with respect to the operations of the Named Insured. Waiver of Subrogation per Form #ECG 04 704 with respect to General Liability when required by written contract. This Certificate is issued on behalf of all valid National Interscholastic Cycling Association registered and approved participants and staff participating with:  
See Attached... OK 08.26.2022

**CERTIFICATE HOLDER**

*Mike J...*

Lee County a political subdivision and  
Charter County of the State of Florida  
P.O. Box 398  
Fort Myers FL 33902

**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  
*[Signature]*

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**ADDITIONAL REMARKS SCHEDULE**

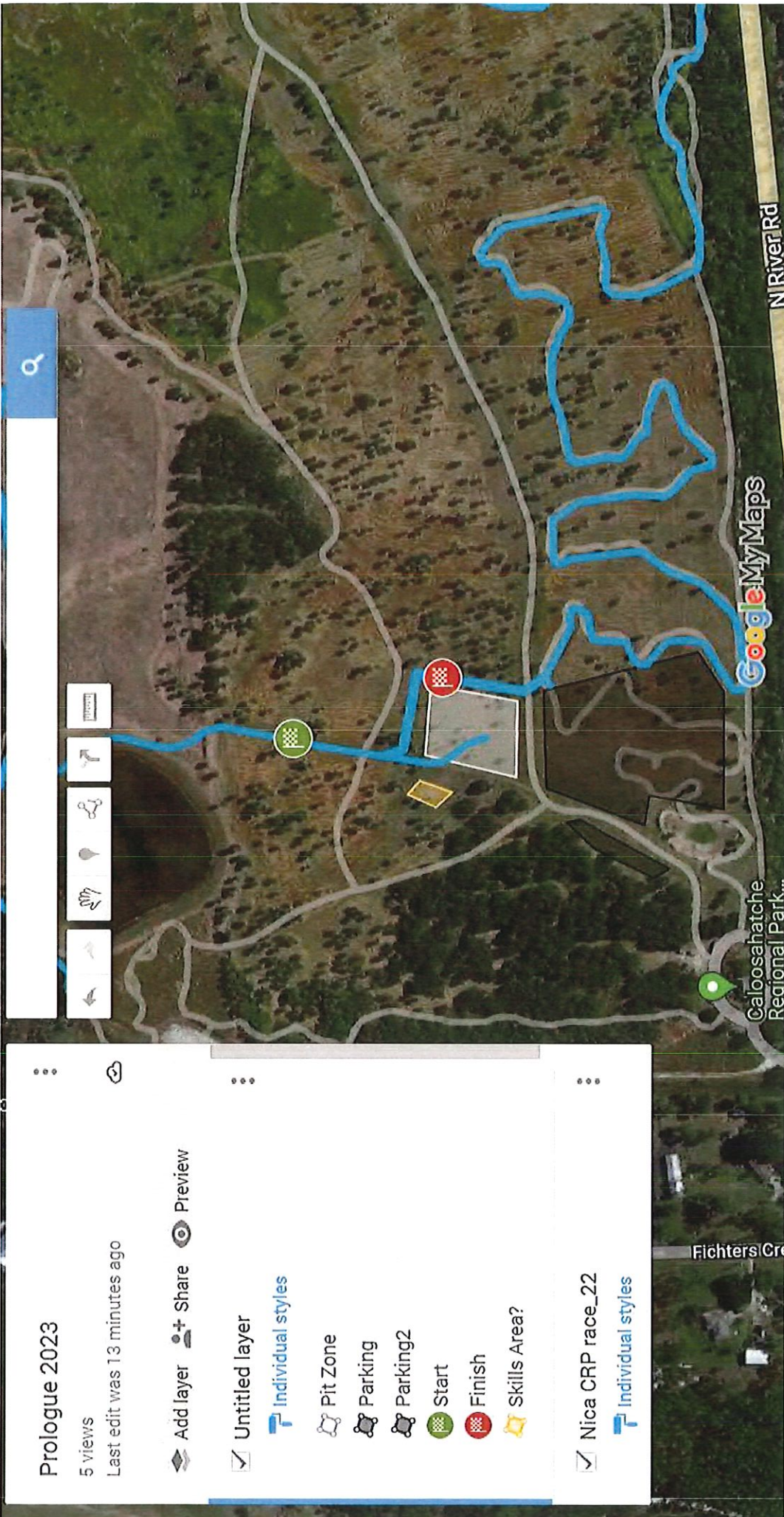
AGENCY Insurance Office of America, Inc.		NAMED INSURED National Interscholastic Cycling Association (NICA) 2414 Sixth St. Berkeley CA 94710	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE**

Florida Interscholastic Cycling League Race #1 02/10/23 - 02/12/23.

Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials are automatic additional insureds and includes an automatic waiver of subrogation with regard to general liability. The certificate holder is an additional insured on a primary and noncontributory basis with regards to general liability.



### Prologue 2023

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Pit Zone

Parking

Parking2

Start

Finish

Skills Area?

Nica CRP race\_22

Individual styles



