



# ALCOHOLIC BEVERAGE SPECIAL EVENT PERMIT APPLICATION

City of New Port Richey  
Development Department  
City Hall, 5919 Main Street, 1<sup>st</sup> Floor  
New Port Richey, FL 34652  
Phone (727) 853-1039 Fax (727) 853-1052

CASE # \_\_\_\_\_  
SET Date: \_\_\_\_\_  
Council Date: \_\_\_\_\_  
Date Received: \_\_\_\_\_

\* Please print legibly or use fillable form \*

- Submit original signed and notarized application
- Submit \$250 application fee
- Submit at least 45 days prior to the proposed special event
- Submit with separate Special Event application (Case # \_\_\_\_\_)

## ABSEP GENERAL INFORMATION:

Name of Event: Cotee River Bike Fest

Date(s) of Event: October 13, 14 & 15, 2017 (Limited to three days for alcohol sales)

Location of Event: Slim Park, Orange Lake & downtown New Port Richey

Applicant: West Pasco Chamber of Commerce

Mailing Address: 5413 Main Street New Port Richey, FL 34652  
(Street, City, State, Zip Code)

Daytime Phone Number: 727-842-7051 Fax Number: 727-848-0202

Email or Alternate Contact Information: LizaWestPasco.com cell - 727-597-3242

Authorized Person in Charge: Chip Michmanowski

If an organization, names, addresses, phone numbers of all Officers: (may attach as addendum)  
See attached

Who is the PRIMARY contact for this application? Liz Misemer

## ABSEP SUBMITTAL REQUIREMENTS:

List Alcohol to be Sold: Beer & Wine  
(Limited to beer and wine)

List Alcohol to be Given Away: Beer & Wine

Time of Alcohol Sales: Oct. 13<sup>th</sup> - 5-11 pm / Oct. 14<sup>th</sup> - Noon to 11 pm / Oct. 15<sup>th</sup> ~~11:00 pm~~ - 7pm  
(Limited to Monday through Saturday, 12:00 noon to 11:00 p.m. and Sunday, 1:00 p.m. to 9:00 p.m.; events limited to three days in duration)

List ABSEP applications approved for your organization this calendar year: None  
(Limited to three permits per year, per applicant; eight per year total City-wide)

- Attach approved alcoholic beverage license from Florida Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (1313 N. Tampa Road, Suite 909, Tampa, 33602; 813-272-2610.)
- Attach general liability and other insurance as required by the provisions of Florida Statutes for the sale or consumption of alcoholic beverages.
- Attach IRS Tax Exemption Form 501(c)(3) or (6), if nonprofit organization.

## APPLICANT'S ACKNOWLEDGEMENT OF REQUIREMENTS:

1. Any business that obtains a permit allowing for outdoor consumption of alcoholic beverages on its premises shall provide an off-duty officer for security during all times that consumption is permitted.
2. The person responsible for conducting the event on behalf of the applicant must meet State minimum age licensing requirements and cannot have been convicted of a felony or crime involving moral turpitude. The applicant must obtain all necessary federal, state and local permits to engage in the proposed sale and/or consumption activity.
3. City Council may require any nonprofit civic organization that desires to hold an event on or in public property at which alcoholic beverages will be served, to enter into a written lease agreement and/or an indemnification agreement to indemnify and save harmless the City from any and all liability which may arise as a result of any such function and may further require any such organization to secure public liability insurance coverage from an insurance company, and in the amount acceptable to City Council, but providing coverage for each event 1) for personal injury of not less than \$1,000,000 per person and \$2,000,000 per occurrence, and 2) for property damage of not less than \$1,000,000.
4. Nonprofit civic organizations shall: 1) Have tax exempt status under Section 501(c)(3) or (6) of the 1986 IRS Code; 2) Operate an office in the City or be a nationally-recognized organization that conducted business as a nonprofit in the City; and 3) Promote or stimulate community and economic development within the City.
5. Only beer and wine shall be permitted to be served. The proposed sales and/or consumption activity must be associated with a public event. Alcoholic beverages shall be served in plastic containers only. No cans or glass containers shall be permitted.
6. Access points of the serving area shall be marked with signs notifying patrons that alcoholic beverages are not to be taken past the perimeter of the area shown on the site plan, and the applicant shall staff the entrance with as many personnel as necessary to enforce this requirement.
7. The proposed sales and/or consumption activity will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation. It will also not entail extraordinary or burdensome expense or police operation by the City. The use of alcoholic beverages is not expected to result in violence, crime or disorderly conduct.
8. The consumption and possession of alcoholic beverages upon a public street may be permitted as part of a special event subject to other conditions. No permits will be issued for special events within any City park except Sims Park or Orange Lake Park.
9. The sale, possession and consumption of alcoholic beverages shall be confined to designated and secured areas. The perimeter of the designated area shall be secured for the entire event. It is unlawful for any person to carry alcoholic beverages into the secured areas. Any person violating this shall be subject to ejection and arrest.
10. No person under the age of 21 shall be permitted to possess, consume or distribute any alcoholic beverages at the permitted event. After displaying the proper proof of legal age, the person wishing to purchase, possess or consume alcohol shall receive a wristband from the applicant (or agent) which shall be attached to his/her wrist and worn at all times of possession/consumption.
11. Hours of sales and/or consumption shall be limited to Monday through Saturday, noon to 11:00 p.m., and Sunday, 1:00 to 9:00 p.m. The applicant shall be responsible for enforcing the hours of operation and shall be liable for the failure to enforce.
12. The applicant shall pay all costs of police and other City services attributable to the sale or consumption of alcohol during the activity. For events at Sims Park, City Council may require an off-duty officer stationed at the playground, at the applicant's expense.
13. The applicant understands that the event must meet or exceed all applicable codes, laws and regulations.

#### ATTENDANCE AT MEETINGS:

The applicant or applicant's representative needs to be present at the SET and City Council meetings.

**AUTHORIZATION FOR OWNER'S REPRESENTATIVE(S):**

I Henry Wichmanowski, the applicant, hereby authorize Liz Misemer to act as my representative(s) in all matters pertaining to the processing and approval of this application, including modifying the project. I agree to be bound by all representations and agreements made by the designated representative.

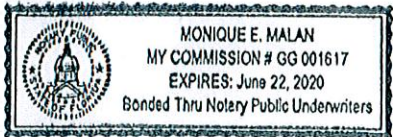
Signature of Applicant(s): *Henry Wichmanowski*

Date: 5/19/17

Subscribed and sworn to before me this 19th day of May, 2017 who is personally known to me and/or produced \_\_\_\_\_ as identification.

STATE OF FLORIDA, COUNTY OF PASCO

Notary Public Monique Malan



My Commission Expires: 6/22/2020

**APPLICANT'S AFFIDAVIT:**

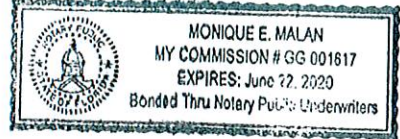
I Henry Wichmanowski, applicant or authorized representative, have read and understand the contents of this application. The information contained in this application, attached exhibits and other information submitted is complete and in all aspects true and correct, to the best of my knowledge.

Signature of Applicant: *Henry Wichmanowski*  
Date: 5/19/17

Subscribed and sworn to before me this 19th day of May, 2017 who is personally known to me and/or produced \_\_\_\_\_ as identification.

STATE OF FLORIDA, COUNTY OF PASCO

Notary Public Monique Malan



My Commission Expires: 6/22/2020

FOR STAFF USE ONLY:

# Hold Harmless Agreement

I West Pasco Chamber of Commerce, agree to protect the City of New Port Richey, Florida against all losses arising out of claims, in connection with the 2017 Colee River Bike Fest.

Without limiting the generality of the foregoing, and all workmanship, actual or alleged infringement of any patent, trademark, copyright (or application for any thereof) or of any other violation of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court, shall be included in the indemnity hereunder. The West Pasco Chamber of Commerce Further agrees to investigate, handle, respond to, provide defend any such claims, etc., at its sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims etc.) is groundless, false or fraudulent.

In any case in which such indemnification would violate any applicable legal prohibition, the foregoing provisions concerning indemnification shall not be construed to indemnify the City for damage arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City or its employees.

### Certification:

I Henry Wichmanowski do certify that I am President of West Pasco Chamber of Commerce and that I am authorized to issue this hold harmless agreement; and that this hold harmless agreement is defined as an insured contract under a commercial general liability insurance policy currently in effect for the entity/organization.

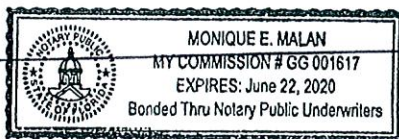
Signature of applicant: Henry Wichmanowski

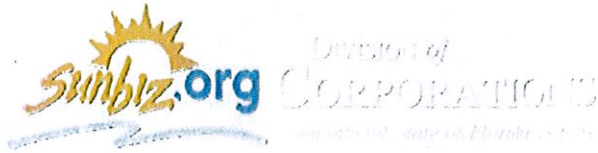
Date: 08/07/17

STATE OF FLORIDA, COUNTY OF PASCO

Notary Public Margie M

My Commission Expires: 6/22/2020





Department of State / Division of Corporations / Search Records / Detail By Document Number /

## Detail by Entity Name

Florida Not For Profit Corporation  
WEST PASCO CHAMBER OF COMMERCE, INC.

### Filing Information

Document Number 707904  
FEI/EIN Number 59-0609498  
Date Filed 09/30/1964  
State FL  
Status ACTIVE  
Last Event NAME CHANGE  
AMENDMENT  
Event Date Filed 07/22/1980  
Event Effective Date NONE

### Principal Address

5443 MAIN STREET  
NEW PORT RICHEY, FL 34652

Changed: 05/14/1998

### Mailing Address

5443 MAIN STREET  
NEW PORT RICHEY, FL 34652

Changed: 01/12/2012

### Registered Agent Name & Address

Wichmanowski, Henry G  
5443 MAIN ST.  
NEW PORT RICHEY, FL 34652

Name Changed: 02/07/2013

Address Changed: 05/14/1998

### Officer/Director Detail

#### Name & Address

Title TD

KINNARD, CAROL  
28163 US HWY 19 N

SUITE 102  
CLEARWATER, FL 33761

Title Chairman of the Board Elect

PONTLITZ, DEREK  
5728 MAIN STREET  
New Port Richey, FL 34652

Title Chairman of the Board

SHELTON, TINA  
10146 SHOOTING STAR COURT  
NEW PORT RICHEY, FL 34655

Title P

Wichmanowski, Henry G  
5443 MAIN STREET  
NEW PORT RICHEY, FL 34652

Title 1st Vice Chair

SCHURDELL, STEVE  
13825 US HWY 19  
SUITE 400  
HUDSON, FL 34667

Title Secretary

Bennett, Becky  
7344 Little Road  
New Port Richey, FL 34654

Title 2nd Vice Chairman

ARMSTRONG, GREG  
6330 US HWY 19  
NEW PORT RICHEY, FL 34652

Title IMMEDIATE PAST CHAIRMAN

BARLEY, VICTORIA  
9108 US HWY 19  
PORT RICHEY, FL 34668

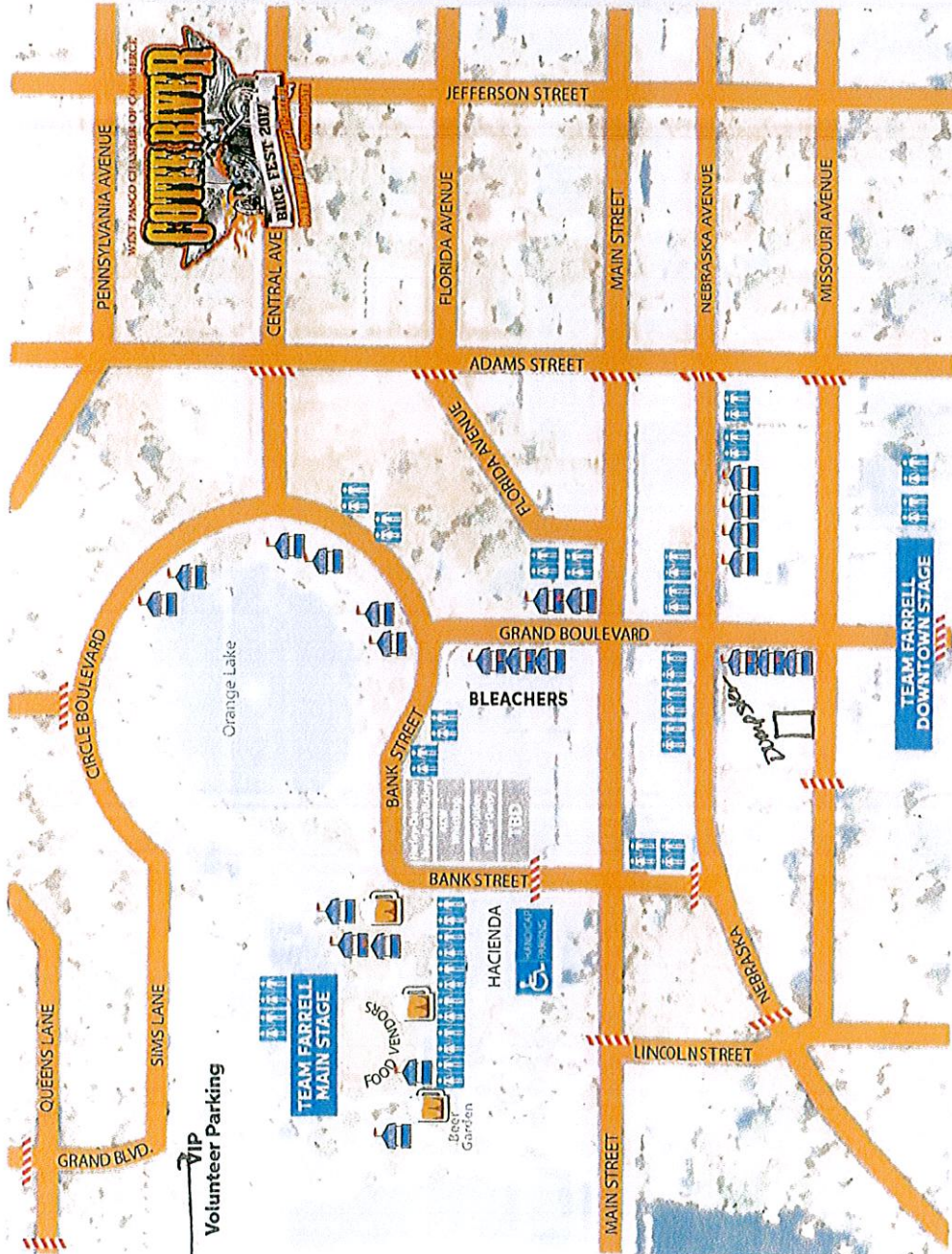
Annual Reports

<b>Report Year</b>	<b>Filed Date</b>
2015	03/18/2015
2016	03/29/2016
2017	02/01/2017

## Document Images

<a href="#">02/01/2017 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/29/2016 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/19/2015 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
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<a href="#">05/14/1998 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/29/1997 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/18/1996 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/19/1995 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>

# Cotee River Bike Fest Event Guide Map Proof



2 Dumpsters  
 VIP Volunteer Parking

3 Dumpsters  
 2 Gray Water Stations  
 25 Portable Bathrooms



### Event Organizer Responsibilities

Event: Cotee River Bike Fest Event Date: 10/13/17 - 10/15/17

gm Event Organizer must submit to the City of NPR Event Coordinator, a final map with the entire vendor layout and a corresponding list of all vendors with the type of vendors identified such as: (crafts, food, etc.) a minimum of one week prior to the event date. Once this list and map are submitted, no revision by the Event Organizer will be permitted.

gm Event Organizer will complete a pre-inspection of all vendors prior to the City Inspection to ensure compliance and a smooth and easy City Inspection process.

gm Event Organizer is responsible for the attendance of ALL vendors at the time of inspections.

gm No Vendor Set-Up will be allowed after the following date and time: 10/13/17 3:30pm

gm Event Organizer will meet City Staff on 10/18/17 at 3:30 pm and will accompany City Staff for the entire duration of the vendor inspections.

gm No Vendor Inspection will begin without the Event Organizer present.

gm No Vendor may sale any items or services prior to passing the Vendor Inspection conducted by City Staff.

gm Event Organizer must obtain the required permits from the Development Department in City Hall prior to the Event. (Permit Fees List from the Development Department is attached.)

gm Event Organizer must collect signed Vendor Agreements from the City and keep all copies on hand at the time of inspections. (Copy Attached).

gm Copy of the City Special Event Rules & Regulations was received by the Event Organizer.

ym Event Organizer understands that not complying with the City Rules & Regulations may result in vendors not being allowed to open for business, delayed start time of the event, and/or cancellation of the event.

ym It is recommended that each event has a recycling plan in place. Local waste collection providers all participate in recycling. Please consider contacting your waste collection agency and request a recycling dumpster and/or receptacles.

ym No vendors or cooking are permitted under or near the shade canopies at Sims Park.

ym Event Organizer understands that the estimate initial costs may vary from the final costs billed to me by the City of New Port Richey.

ym Event Organizer has received and acknowledge that they must comply with the Requirements for Special Events Document issued by the City of New Port Richey Fire Dept.

ym Alcoholic Beverage Special Event Application will go before NPR City Council on:  
9/5/17

Print Name Liz Misemer

Signature Liz Misemer

Date 8/8/17