

PERMIT SNAPSHOT REPORT PARK-00048-2024 FOR CITY OF CAPE CORAL, FLORIDA

Permit Type: Parks - Special Events	Project:	App Date: 08/09/2024
Work Class: Parks - Special Events Permit	District: Cape Coral	Exp Date: NOT AVAILABLE
Status: Submitted	Square Feet: 0.00	Completed: NOT COMPLETED
Valuation: \$0.00	Assigned To: Burriss, Allison	Approval Expire Date:

Description: Music & Arts Fusion walk to be held on Saturday, November 16, 2024 and March 15, 2025 on SE 47th Terrace (Between Vincennes Blvd and SE 15th Place) from 5 pm to 9 pm.

Parcel:	Address: 1313 Se 47Th Ter Cape Coral, FL	Main	Zone:
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Applicant
Emily Haeger
1015 Cultural Park BLVD

Permit Custom Fields

Organization	City of Cape Coral-Special Events	Day of Contact and Phone #	239-707-6241	Will Tents or Canopies be used?	No
Name of Event	MUSIC AND ARTS FUSIO WALK	Is tent larger than 900 sqft?	No	Set Up Start Date	Nov 14 2024 12:00AM
Set Up End Date	Mar 18 2025 12:00AM	Setup Start to End Times	12pm-11pm	Actual Event Start Date	Nov 16 2024 12:00AM
Actual Event End Date	Mar 15 2025 12:00AM	Sidewalls?	No	Actual Event Times	5-9PM
Electricity used in tent?	No	Take Down Start Date	Nov 13 2024 12:00AM	Will there be music or loudspeakers in tent?	No
Food cooked or catered on-site for this event?	No	Take Down End Date	Mar 18 2025 12:00AM	Is event held on unimproved land/vacant lot?	No
Will temporary restroom facilities be provided?	Yes	Take Down Times	8:00am	Exterior air con or power generating equipment	No
Disposable trash receptacles be provided?	Yes	Containers or dumpsters provided?	Yes	Anticipated Crowd Number	1000
Are you using city provided generators?	Yes	If yes, provide permit #:	5 WIRE TRASH CANS	Will Off-Site Parking be Provided?	No
Will any street be closed?	Yes	Will generator inspection be after hours?	N/A	Will there be amplified music or entertainment?	Yes
Have you applied for a Fireworks Display permit?	No	Will alcohol be sold or consumed on premises?	Yes	Will private security be provided?	No
Own the property where the event is to be held?	Yes	Will Police Personnel be requested?	Yes	Will Emergency Services Personnel be requested?	No
Will Fire Services be requested?	No				

Submittal Name	Status	Received Date	Due Date	Complete Date	Resubmit	Completed
Permit Review - Parks Special Events v.1	In Review	08/09/2024	08/09/2024		No	No

Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
FD - Fire	Fire - Reviewer	Guglielmini, Lora	Pending Assignment	08/09/2024	08/09/2024	


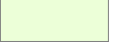









Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
PR - Fire Special Operations	P&R/Admin	Lopez, Jazmin	In Review	08/09/2024	08/09/2024	

PERMIT SNAPSHOT REPORT (PARK-000048-2024)

Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
PR - Risk	P&R/Admin	Petrella, Joe	In Review	08/09/2024	08/09/2024	
PR - Traffic	P&R/Admin	Burris, Allison	In Review	08/09/2024	08/09/2024	

Workflow Step / Action Name	Action Type	Start Date	End Date
Review v.1		08/09/2024	0:00
Permit Review - Parks Special Events v.1	Receive Submittal	08/09/2024	0:00
Assess and Verify Fee v.1			
Send Invoice v.1	Generic Action		
Collect Fees v.1	Generic Action		
Director Sign-off Special Events v.1			
Email P&R Director Sign-off v.1	Generic Action		
P&R Director Approval v.1	Generic Action		
Issue Permit v.1			
Issue Permit v.1	Generic Action		
Inspections v.1			
Close Permit v.1			
Close Permit v.1	Generic Action		



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|---|--------------------------------------|---|------------------------------|
|  | Type III Barricades |  | Alcohol Zone |
|  | Musicians |  | Vendors |
|  | AMP Zone |  | Water wall |
|  | NO Vehicle movement from 5 pm - 9 pm |  | Bathrooms |
|  | Business Thru Street |  | Light towers |
| | |  | Generator and Electrical Run |



Cape Coral Music & Arts Fusion Walk



CAPE CORAL POLICE DEPARTMENT

POLICE DETAIL APPLICATION



Thank you for inquiring about the availability of law enforcement officers for security services or other related functions. Within this application, you will find information regarding the detail process and associated fees for this service.

APPLYING FOR DETAIL OFFICERS

Vendors desiring to contract detail officers shall complete and submit this Police Detail Application at least three (3) business days in advance of the detail start date. The Detail Assignment Coordinator (DAC) shall receive, and review, all completed applications.

SPECIAL EVENTS / SPECIAL DETAILS

Some detail applications require an approved Special Event Permit through the City of Cape Coral Parks and Recreation Department, as required by City Code Article 3, Chapter 3, Section 3.3.10. The Parks and Recreation Department determines the requirement of a permit.

Inquiries and Special Event Permit applications must be submitted directly to the Parks and Recreation Department. The City's Special Event Permit process and application can be found at https://www.capecoral.gov/department/parks_and_recreationhome/special_events_division/special_event_permit_process.php.

Permit Applications shall be submitted to Parks & Recreation at least (60) days prior to the event opening date **and** Detail Applications to the Police Department at least six (6) weeks prior to the event opening date.

Permit Applications with accompanying Detail applications for Special Event Permits shall be routed, by the Parks and Recreation Department, to the Cape Coral Police Department's Detail Assignment Coordinator (DAC) and Special Event Coordinator (SEC). The SEC will determine appropriate staffing based on the estimated number of attendees, availability of alcoholic beverages, event location, weather conditions, time of day, need for street closures, history of the event or past events from the event sponsor, and compliance with City Code Article 3, Chapter 3, Section 3.3.10.



**CAPE CORAL POLICE DEPARTMENT
POLICE DETAIL APPLICATION**



FEE SCHEDULE

Category	<u>Officer</u>	<u>Supervisor</u>
	Hourly Vendor Rate	Hourly Vendor Rate
Security	\$55.00	\$81.00
Traffic/Specialized Unit	\$68.00	\$81.00
Holiday*	\$81.00	\$94.00
Emergency**	\$81.00	\$94.00
Enhanced Security***	\$85.00	\$99.00

These fees are for regular contracted detail assignments. The minimum charge is 3 hours + Body Worn Camera time⁺.

TRAFFIC/SPECIALIZED UNIT RATE: If the detail officer will be conducting traffic, providing security during roadway construction, or otherwise determined to be exposed to high-volume vehicular traffic, OR an officer with specialized training is required, this detail rate shall apply.

***HOLIDAY RATE DATES:** Unless otherwise specified, the holiday rate will be charged for any detail falling within 0000 – 2359 hours of the calendar date of a holiday listed below.

Halloween, Thanksgiving (from 0700 Thurs to 0700 Mon), Christmas Eve, Christmas, New Year (from 1800 12/31 to 2359 1/1), Easter, Labor Day, Martin Luther King Jr Day, President’s Day, Memorial Day, Independence Day, Veteran’s Day

**** EMERGENCY RATE:** Requests for details occurring (2) business days or less from date of application will be charged the Emergency Rate.

***** ENHANCED SECURITY RATE:** Shall be charged at the discretion of the Chief of Police, or designee, based upon the nature of the event/detail.

+BODY WORN CAMERA TIME: Officers are required to wear Body Worn Cameras (BWC) while working off-duty details. To cover the cost of the officer to report to the PD prior to and following the detail for BWC-related functions, an additional (1/2) hour will be added to each officer requested.

FOR APPROVED/PERMITTED SPECIAL EVENTS (submitted through Parks & Recreation): City Code 3.3.10(B)(7) requires police officers to be hired for the duration of the event, including one hour before opening and one hour after closing.

Payment is due upon receiving an invoice. Payment is accepted in the form of a Cashier’s Check or Money Order made payable to the City of Cape Coral Police Department. No personal checks will be accepted.



CAPE CORAL POLICE DEPARTMENT

POLICE DETAIL APPLICATION



STATUS OF OFFICERS PERFORMING DETAIL ASSIGNMENTS

Police Officers performing assignments under the terms of a detail shall be deemed “on duty”. Thus, their principal responsibility will be to the Cape Coral Police Department and citizens of the community. Detail assignments may be terminated at any time in the interest of the Police Department and citizens of the community.

STAFFING PROVISIONS

All detail applications will be reviewed by the Detail Assignment Coordinator (DAC). If staffing requests are determined to be insufficient or overestimated the DAC will adjust prior to approving the detail assignment.

If, during the detail, staffing is insufficient or overstaffed, the police supervisor in charge shall have the discretion to increase or reduce dedicated staffing. Any difference in costs shall be paid by the Vendor. If a detail assignment requires (4) or more officers, a supervisor shall be assigned as officer in charge of the detail assignment.

DETAIL CANCELLATION

The Cape Coral Police Department reserves the right to cancel a detail assignment at any time. The vendor may cancel an approved detail assignment by contacting the Detail Assignment Coordinator (DAC) at least 24 hours in advance of the date and time of the detail assignment. ***Notice less than 24-hours may be subject to the minimum 3-hour payment per officer.***

Exceptions to the (24) hour notice include, but are not limited to, details issued for construction, road work, etc., where work is completed earlier than proposed and a detail officer is no longer necessary. In these instances, (12) hours’ notice of cancellation shall be sufficient.

DETAIL RATE ADJUSTMENTS

The Cape Coral Police Department reserves the right to adjust vendor rates at any time, with notice, based on varying economic factors.

*The Enhanced Security Rate (ESR) will be adjusted in accordance with contractual increases outlined in the officers/sergeant’s collective bargaining agreement.

Your signature below acknowledges that you have read, understand, and agree to the outlined fee schedule as is stated in this document.

Emily Haeger

Signature of Applicant

8/9/24

Date



CAPE CORAL POLICE DEPARTMENT

POLICE DETAIL APPLICATION



(To be completed by applicant)

Business / Vendor Name: City of Cape Coral- Special Events Division

Business Contact Person: Emily Haeger

Business Address: 1015 Cultural Park Blvd, Cape Coral, FL 33990

Phone #: 239-573-3123

Email Address: ehaeger@capecoral.gov

Billing Address: P.O. Box 150027 Cape Coral, FL 33915

Service Location: SE 47th Terrace between Vincennes Blvd & SE 15th Ave

Detail Service Date(s): 11/16/24 & 03/15/24

Detail Day of the Week: (please check)

- Sunday
 Monday
 Tuesday
 Wednesday
 Thursday
 Friday
 Saturday

Hours: (Please be very specific; days/nights, dates, times, length of contract, etc.)

Start at: 5:00pm AM/PM End at: 9:00pm AM/PM

Number of Officer(s): 2 **Number of Sergeant(s) :** _____

Description of Service (attach any necessary maps / MOTs): To ensure the safety of the event

Name and Phone number of Contact Person for Officers to report to during detail:

Name: Todd King **Phone:** 239-707-6241



**CAPE CORAL POLICE DEPARTMENT
POLICE DETAIL APPLICATION**



(To be completed by Applicant)

I, Emily Haeger, as an authorized representative of The City of Cape Coral, hereby acknowledge that I have read and understand the attached fee schedule and conditions which I have signed and dated as part of this application, and I further agree that The City of Cape Coral will abide by and be subject to these conditions in all respects if a permit is issued as a result of this application.

In addition, The City of Cape Coral, through its authorized representative, hereby agrees to hold harmless and indemnify the City of Cape Coral and its employees from any and all claims, or lawsuits, injuries or damages suffered by The City of Cape Coral or its employees, customers, patrons or invitees during the term of any permit that is issued as a result of this application.

Emily Haeger

Signature of Authorized Representative

Emily Haeger

Printed Name of Authorized Representative

Inquiries may be directed to:

Detail Assignment Coordinator (DAC)
Phone: (239) 574-0654 or Fax: (239) 242-5367
Email: chaenes@capecoral.gov

DETAIL ASSIGNMENT INFORMATION

(to be completed by DAC)

Date Application Received: _____

The above application for detail is **denied**.

Signature of Detail Assignment Coordinator

Date