

Rec'd 8/15/25

# APPLICATION FOR USE OF MARGATE CRA PROPERTY FOR SPECIAL EVENTS

Please review Margate Community Redevelopment Agency Event Policy prior to completion of this form (copy attached).

Event Name: Kiwanis Club of Margate Coconut Creek Tree Sale

Sponsoring Organization (must be a business, non-profit organization or religious institution located in the City of Margate)

Organization Name: Kiwanis Club of Margate Coconut Creek

Organization Address: 2990 NW 2nd Ave Pompano Beach, FL 33064

Organization Contact Person

Name: Ronald G. Huffman Phone Number: 754-235-6483

Email Address: ronaldg.huffman@AOL.com

## Event Information

Location (circle one): **1000 N. State Road 7**  
*Refer to Event Policy for usage fees.* (former Swap Shop)

**5701 Margate Blvd.**  
NW corner of Margate Blvd. & State Road 7

**5700 Margate Blvd.**  
SW corner of Margate Blvd. & State Road 7  
Chevy Chase Shopping Ctr.

## Dates that property will be utilized

1491 N. State Rd 7  
5750 N.W. 15th St

Event set-up: From 11/7/25 To 11/19/25 (maximum of 3 days per City ordinance)

Event operation: From 11/20/25 To 12/19/25

Event take down: From 12/20/25 To 12/22/25 (maximum of 3 days per City ordinance)

Hours that event will operate (if hours vary according to the day of the week, please specify):

9 AM to 10 PM

Estimated Attendance: Unknown

Description of Event: Selling Christmas Trees and related items

## Check all activities that apply; add any others not shown below:

☐ Food Vendors  
☐ Arts & Crafts Vendors  
☐ Other Product Vendors  
☐ Alcoholic Beverages  
☐ Live Entertainment  
☐ Car Show

☐ Amusement Park Rides  
☐ Kiddie Rides  
☐ Bounce House  
☐ Inflatables  
☐ Rock Climbing Wall  
☐ Motorized Sports

☐ Fireworks  
☐ Religious Event  
☐ Circus  
☐ Other: \_\_\_\_\_  
☐ Other: \_\_\_\_\_  
☐ Other: \_\_\_\_\_

Event sponsor is responsible for ensuring that food vendors meet the State licensing/permitting requirements.

The use of the City of Margate's mobile stage is available at a cost of \$50 per hour plus a charge of \$75 per hour for staff time (stage must be staffed at all times). Stage needed? \_\_\_\_\_ Yes \_\_\_\_\_ No

**Utility Requirements:** Electric and water are only available on the property at 1000 N. State Road 7. There is ONE power source on the property. Arrangements for service are the responsibility of the event sponsor. Water service requires an application be made through the City of Margate at least 48 business hours prior to meter installation. Meter fees and deposits are based on size of meter needed. See attached application form for details.

Contact **Waste Management** at (800) 433-2300/(954) 974-7500 to arrange for trash containment/removal and port-o-lets.

Does Sponsor request sponsorship or consideration from the Margate Community Redevelopment Agency? If so, explain what's needed: Waive rental fee for property

## A PROPOSED LAYOUT OF THE EVENT IS REQUIRED & MUST BE SUBMITTED WITH THIS FORM

### INSURANCE REQUIREMENTS

The event sponsor(s) is required to provide General Liability insurance coverage as follows:

#### Commercial General Liability-Each Occurrence

GENERAL AGGREGATE	\$2,000,000
PRODUCTS-COMP/OP AGG	\$1,000,000
PERSONAL & ADV INJURY	\$1,000,000
EACH OCCURRENCE	\$1,000,000

Event sponsors must provide insurance certifications AND associated endorsement pages to the MCRA at least 7 days prior to the first date of property usage. The insurance certificate(s) must name the Margate Community Redevelopment Agency, the City of Margate, and Advanced Asset Management as Certificate Holders on three SEPARATE certificates of insurance.

A **Temporary Use Agreement** must be completed and signed by the event sponsors and organizers. The form must be submitted when application is approved, and requires approval by the MCRA board. (A sample form is attached).

Ronald G. Huffman  
Sponsor (signature of authorized representative)

Ronald G. Huffman  
Print name and title  
President, Kiwanis Club of  
Margate Coconut Creek

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by means of ☒ physical appearance or ☐ online notarization this 14 day of August, 2025

By Ronald Huffman ☐ Personally Known  
(Name of Person Making Statement) ☒ Produced Identification ☐ Type of ID: FL Driver's License



Marianella Armijs  
Notary Public, State of Florida  
Marianella Armijs  
Print Notary Name

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APPROVED BY \_\_\_\_\_ DATE: \_\_\_\_\_  
APPROVED BY \_\_\_\_\_ DATE: \_\_\_\_\_