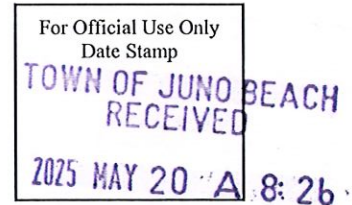




**TOWN OF JUNO BEACH**  
 PLANNING AND ZONING DEPARTMENT  
 340 OCEAN DRIVE  
 JUNO BEACH, FL 33048  
 PHONE 561.626.1122 • FAX 561.775.0812



## Application for Off-Site Special Event

*Note: The issuance of any Special Event permit from the Town of Juno Beach does not exempt the applicant from obtaining the appropriate Business Tax License (occupational license) and temporary liquor license from the State of Florida, Division of Alcoholic Beverages and Tobacco under Florida Statute, or, any other county or state required permits.*

### Fee Schedule:

<u>Event Type</u>	<u>Deadlines Application/Obligations</u>	<u>Application Fee</u>	<u>Permit Fee*</u>	<u>Security Deposit</u>	<u>Deadline Late Fee</u>
Low-Impact (Up to 999 attendees)**	60/14 days prior to event	\$100	\$100/day	\$500	\$200
Medium-Impact (1000-4999 attendees)	120/45 days prior to event	\$200	\$500/day	\$1,000	\$400
High-Impact (5000+ attendees)	120/45 days prior to event	\$300	\$1,000/day	\$5,000	\$600

\*Permit Fee will be determined by the Town Council for off-site events lasting 4 or more consecutive days.

\*\*Low-Impact events consisting of 25 attendees or less will be approved administratively.

### Notes: Please initial each item below to confirm your understanding:

TPL Application Fee is due at time of Application submittal and is not refundable. Deadline Late Fee (if applicable) is an additional charge and is not refundable.

TPL Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Department outlining obligations and fees.

TPL Permit Fees and Security Deposit are due 14/45 days prior to the event. These fees may be refunded if the event is canceled or postponed at least 7/14 days prior to the event date.

TPL After the event, Security Deposit, or a portion of, may be returned after an inspection is completed by Town Staff. The Town shall determine what portion of the Security Deposit may be returned.

TPL Failure to comply with restrictions imposed automatically forfeits the Security Deposit.

TPL Town Staff will determine if application will require additional conditions to be added or existing conditions modified, dependent upon each individual event.

TPL Failure to provide the required obligations, fees and deposits 14 or 45 days prior to the event date, as indicated above, will subject the applicant to the Late Fee and/or cancellation of event.

TPL Additional charges may apply for Police and/or Public Works services, Town Staff will determine what services are required. Please read Sections III and IV. Deadline for these fees are 14 or 45 days prior to the event date, as indicated above, subject to Late Fee and/or cancellation of event.

TPL If it is determined that your event will require Police staff to be present, you must contact Extra Duty solutions in order to schedule the required Officers prior to your application being approved. Please note that the Extra Duty Solutions obligations shall be submitted 30 days prior to the event. Additional information on Extra Duty Solutions is provided in "Section III".

TPL If any road closures are proposed, attach maintenance of traffic (MOT) plan. The individual preparing the MOT must be certified by the Florida Department of Transportation (FDOT) or equivalent to prepare a MOT. The MOT plan is required 45 days prior to the event. Police Officers may be required to direct traffic, and if so, a fee will be assessed.

<b>Section I      <u>Instructions for Applicant</u></b>
---

1. Applicant shall complete Section II of this application. (Town Staff will review the Applicants submittal and complete other sections as required.)
2. Attach the following with this application:
  - a) Attach Application Fee, and Late Fee if applicable. (All fees are Payable to the Town of Juno Beach.)
  - b) Plot/Site Plan (drawing/sketch), showing the site upon which you are proposing your special event, identifying parking areas, adjacent roadways, existing structures, proposed (temporary) structures/items, road closures, barricades/fences, etc.;
  - c) Attach letter(s) of approval from all outside agencies: (i.e. Palm Beach County (PBC) Parks and Recreation, PBC-Traffic Division, PBC-Fire Rescue, Florida Department of Transportation, Department of Environmental Protection, Environmental Resources Management, Coast Guard, etc.)
  - d) Copy of current insurance certification(s) with the **Town of Juno Beach** listed as **"Additionally Insured" with a minimum amount of \$1,000,000.00 liability coverage**; (or state your ability to provide it with all other obligations).
  - e) Notarized Letter of approval from property owner(s).
  - f) Copy of Driver License.
3. Sign and date this application at the end of Section II.

<b>Section II      <u>Required Information</u></b>
--

▪ ***Regarding the Applicant:***

Name of Applicant/Sponsor: Tony Pellegrini Loggerhead Marinelife Center

Phone: 561-627-8280 Relationship to Organization Director of Events

- Address of Applicant/Sponsor: 14200 US Highway One Juno Beach, FL 33408

---

Name, Address, Phone of Organization Represented: Same as above

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Principal contact person on Event Day/Phone: Tonya Pellegrini 518-928-5808

Alternate contact person on Event Day/Phone: Nicole Carbajal 402-274-7828

▪ ***Regarding the Subject Location (where the proposed special event is being requested):***

Address/Location: 14200 Us Highway One Juno Beach, FL - Loggerhead Park

▪ Name of Subdivision: N/A

▪ ***Regarding the Special Event Specifics:***

Please describe the special event being requested: Turtlefest - a 2 day free community event to kick off sea turtle nesting season and raise awareness for ocean conservation.

▪ Indicate roadway(s) to be closed: Ocean Drive

▪ Indicate if amusement rides (type/quantity) are part of the event: N/A

---

Indicate if alcohol will be served at the event and who will serve: Yes - LMC

▪ Indicate types of equipment, tents, trailers or other temporary structures that will be part of the event: 10x10 weighted tents, a stage and solar generator

▪ Number of employees/volunteers working the event: 70 staff and 300 volunteers

▪ Number of anticipated attendees for the event: 8-10 K over two days

▪ Length of time proposed for the event to take place, including set-up and tear down, (dates/times): 2/20/26 load in 7:00 AM - 8:00 PM, 2/21-22/2026 Event 8-5 PM both days and load out - and 2/23/26 7:00 AM to 3 PM

---



▪ **Regarding other Town Services:**

If Police and/or Public Works services are being requested, please indicate your anticipated duties: *(Regardless of your anticipated need, Town staff may determine that Police and/or Public Works services are required for your event, refer to letter of approval)* Police for traffic control and security

TOWN OF JUNO BEACH  
RECEIVED  
2025 JUN 20 A 8:26

▪ **Please initial each line to confirm attachments:**

TPL Application Fee, and Late Fee, if applicable. (Payable to Town of Juno Beach)

TPL Plot/Site Plan

TPL Outside agency letter(s) of approval

TPL Insurance Certificate

TPL Notarized Letter from property owner

TPL Copy of Driver License

**Indicate items not submitted and reasons for non-submittal:** \_\_\_\_\_

**Hold Harmless Agreement:**

In accordance with the Town of Juno Beach Code of Ordinances, in permitting any special event, the applicant shall meet all requirements set forth in Chapter 34 and is subject to Town Council approval. In addition, Town Staff shall prescribe appropriate conditions and safeguards and obligations and fees as required.

By submittal of this application, the sponsor agrees to indemnify and hold harmless the Town of Juno Beach, its officers, employees and agents from and against all loss, costs, expenses, including attorney's fees, claims, suits and judgments, whatsoever in connection with injury to or death of any person or persons or loss of or damage to property resulting from any and all operations performed by sponsor, its officers, employees, and agents under any of the terms of this Special Event Application.

*If any unforeseen circumstance(s) occur and/or the sponsor fails to meet the requirements the Town has set forth, the Town Manager or Police Chief shall have the right to cancel or stop the event either before commencement of the event and/or during the event.*

Applications are not approved, nor Permit granted, until applicant has received a "Letter of Approval" from the Planning and Zoning Director outlining obligations and fees.

Tonya Pellegrini  
Applicant/Sponsor Signature

5/19/25

\_\_\_\_\_  
Date

Tonya Pellegrini  
\_\_\_\_\_  
Print Name

**Office Use Only:**

\_\_\_\_\_  
Received By

\_\_\_\_\_  
Date (Please Date Stamp)

### Section III Police Department-Special Event Requirements



The following are additional obligations your organization may have to meet.

To schedule the required Police Officers for your event please visit Extra Duty Solutions at <https://portal.extradutysolutions.com> to submit your request, if this is your first time using the Extra Duty Solutions customer portal please register as a new customer. You can also reach our Extra Duty Solutions account team at 561-437-4499 or [JunoBeachFL@extradutysolutions.com](mailto:JunoBeachFL@extradutysolutions.com). As part of the Special Event review process the Police Department may impose fees for services as deemed appropriate for the type and impact of the proposed event. The Police Department may schedule a meeting to review the event specifics and Police Operational or Action Plan as determined by the Town. Items reviewed in the Plan include, but are limited to, the following:

- Operations Command Post needs, Incident Management;
- Traffic Control Plan, Road Closures, Parking Plan, Event Route management;
- Staffing needs, Day and Night patrol, Coordination with other agencies;
- Vendor setup and security;
- Attendee/Pedestrian access, security, monitoring and control;
- Equipment needs motorized and non-motorized, Communications;
- Providing of adequate volunteers, Volunteer meeting(s) with Police representative prior to, or on event day(s);
- The Principal of the event shall remain accessible to the Police Supervisor at all times during the event to provide necessary event management and control.

The Police Department will attempt to place officers during the requested dates and hours. Because of unforeseen circumstances, this application may not be filled when requested. Juno Beach Police Officers will not work in the capacity of a "bouncer" at a bar or other establishment where alcohol is served.

#### Rates

**Regular Staff - \$35.00**

**Officer - \$68.94**

**Supervisor (if required) - \$80.43**

*(Rates are subject to a \$15.00 an hour premium on Town designated Holidays.)*

*\*An additional 10% scheduling fee will apply to all police department pay rates*

- **THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.**
- **IF MORE THAN THREE (3) OFFICERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.**
- **ALL CANCELLATIONS OF POLICE SERVICES MUST BE MADE 48-HOURS IN ADVANCE OR A THREE (3)-HOUR, PER OFFICER CHARGE WILL BE FORFEITED.**

#### Office Use Only:

\_\_\_\_\_ Officers @ \$68.94/hour: total of \_\_\_\_\_ hours = \$ \_\_\_\_\_  
\_\_\_\_\_ Supervisors @ \$80.43/hour: total of \_\_\_\_\_ hours = \$ \_\_\_\_\_  
Additional Fee(s): \_\_\_\_\_ \$ \_\_\_\_\_

Payment Due Date: \_\_\_\_\_ Total Amount Due: \$ \_\_\_\_\_ Payment Received: Y / N

*\* Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.*

Reviewed By: \_\_\_\_\_

Approved by Police Chief/Designee: \_\_\_\_\_

*\* See Attached From  
Extra Duty Solutions*



#### Section IV Public Works Department-Special Event Requirements

As part of the Special Event review process the Public Works Department may impose fees for services as deemed appropriate for the type and impact of the proposed event.

Public Works services include, but are not limited to, the following:

- Delivery, set-up and removal of traffic or parking control devices including portable message boards, barricades, signs, stakes, traffic cones and/or any other devices requested by the Town's Police Department.
- Random event site inspections to insure the Applicant removes trash/litter or debris from the event site as needed. Event usage area final inspection of public properties to insure adequate cleaning at event's end/closing and prior to release of security deposits, if applicable.
- Public Works staff time to clean, remove and dispose of any and all residual debris, trash or to repair damaged property incurred by the Applicant or Applicant's agents on the event site public property.

#### Rates

<i>Regular Staff</i>	<i>\$35.00</i>
<i>Supervisor (if required)</i>	<i>\$45.00</i>

- ***THERE IS A THREE (3)-HOUR MINIMUM FOR ALL EXTRA-DUTY EMPLOYMENT.***
- ***IF MORE THAN THREE (3) STAFF MEMBERS ARE REQUIRED FOR THE EVENT, A SUPERVISOR IS REQUIRED.***
- ***ALL CANCELLATIONS OF PUBLIC WORKS SERVICES MUST BE MADE 48-HOURS IN ADVANCED OR A THREE (3)-HOUR, PER STAFF MEMBER CHARGE WILL BE FORFEITED. PLEASE CONTACT FDAVILA@JUNO-BEACH.FL.US AND SHALLOCK@JUNO-BEACH.FL.US.***

#### Office Use Only:

\_\_\_\_\_ Regular Staff @ \$35.00/hour: total of \_\_\_\_\_ hours = \$ \_\_\_\_\_  
\_\_\_\_\_ Supervisors @ \$45.00/hour: total of \_\_\_\_\_ hours = \$ \_\_\_\_\_

Payment Due Date: \_\_\_\_\_ Total Amount Due: \$ \_\_\_\_\_ Payment Received: Y / N

***\* Payment shall be received no later than 14/45 days prior to event date, as indicated in Fee Schedule.***

Reviewed By: \_\_\_\_\_

Approved by Director of Public Works/Designee: \_\_\_\_\_

**Section V      Application Review**\_\_\_\_\_  
Director of Planning & Zoning\_\_\_\_\_  
Date\_\_\_\_\_  
Police Chief\_\_\_\_\_  
Date\_\_\_\_\_  
Public Works Director\_\_\_\_\_  
Date\_\_\_\_\_  
Project/Risk Manager\_\_\_\_\_  
Date\_\_\_\_\_  
Finance Director\_\_\_\_\_  
Date\_\_\_\_\_  
Town Manager\_\_\_\_\_  
Date**Section VI      Post Event Inspection and Security Deposit Status**

Post event Comments, Issues List and recommended Security Deposit withheld:

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\* \_\_\_\_\_ *Amount and Date Returned of the Security Deposit.*

*Amount                      Date*

\_\_\_\_\_  
Director of Planning & Zoning\_\_\_\_\_  
Date\_\_\_\_\_  
Police Chief\_\_\_\_\_  
Date\_\_\_\_\_  
Public Works Director\_\_\_\_\_  
Date\_\_\_\_\_  
Project/Risk Manager\_\_\_\_\_  
Date\_\_\_\_\_  
Finance Director\_\_\_\_\_  
Date\_\_\_\_\_  
Town Manager\_\_\_\_\_  
Date





August 5, 2025

Tonya Pellegrini  
14200 US Highway 1  
Juno Beach, FL 33408

**SUBJECT: TURTLE FEST 2026**

Dear Ms. Pellegrini,

**Engineering and  
Public Works Department**  
P.O. Box 21229  
West Palm Beach, FL 33416-1229  
(561) 684-4000  
FAX: (561) 684-4050  
www.pbc.gov

**Palm Beach County  
Board of County  
Commissioners**

Maria G. Marino, Mayor

Sara Baxter, Vice Mayor

Gregg K. Weiss

Joel Flores

Marci Woodward

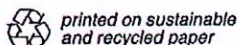
Maria Sachs

Bobby Powell, Jr.

**County Administrator**

Verdenia C. Baker

"An Equal Opportunity  
Affirmative Action Employer"



The Palm Beach County Traffic Engineering Division has reviewed your request to close Ocean Drive from Donald Ross Road to Marcinski Road on Saturday, February 21, 2026 from approximately 10:00 am until 6:00 pm. through Sunday, February 22, 2026 from approximately 10:00 am until 4:00 pm.

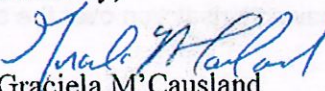
This request has been approved.

It is our understanding that Juno Beach Police Department will assume responsibility for traffic control and will coordinate with other emergency departments.

This permit is only valid with the presence of the Juno Beach Police Department to oversee the traffic control.

If you have any further questions, please contact Graciela M'Causland at 684-4030.

Sincerely,

  
Graciela M'Causland  
Construction Coordinator  
Traffic Division

GM: yg

Attachment: Special Event Application, Route Map,

cc: Motasem Al-Turk, Ph.D., P.E., Director – Traffic Division  
Melissa Ackert, P.E., Assistant Director – Traffic Division  
Lee Gao, P.E., Senior Professional Engineer – Traffic Division  
Fattoush Jafar, Ph.D., P.E., Traffic Engineer Ops Manager – Traffic Division  
Hanane Akif, Senior Professional Engineer – Traffic Division  
Amar Kalabic, Construction Coordinator – Traffic Division  
Sean Reilly, Chief Traffic Inspector – Traffic Division  
Shoshoni Deeley, Office Manager – Traffic Division  
Adam Faustini, Director – Road & Bridge  
Thomas A. Coppini, Public Works Superintendent – Road & Bridge  
Chase Miller, Construction Project Manager – Road & Bridge  
Zachary King, Chief Construction Coordinator – Construction Coordination  
Albert W. Hoffman, Division Director III – Construction Coordination  
William Tanto, Chief Construction Coordinator – Construction Coordination  
Kathleen Farrell, Division Director III – Roadway Production  
Kristine Frazell-Smith, Senior Professional Engineer – Roadway Production  
Lisa De La Rionda, Director – Department of Public Affairs  
Heather C. Shirm, Manager Digital Marketing and Communications -- Public Affairs  
Javier H. Lopez, Digital Marketing Coordinator -- Public Affairs  
Kara Dery, Supervisor Special Facilities – Parks & Recreation Division  
Yash Nagal, Director of Transit Planning – Palm Tran  
Mark G. Saloio – Assistant Chief – Juno Beach Police Department – msaloio@juno-beachpd.com  
Jose M. Gonzalez – PBC Fire Rescue - FIRE-FOO@pbcgov.org and JMgonzal@pbcgov.org

File: General - Special Events  
Roads --

N:\TRAFFIC\SPECIAL EVENTS\2026 Special events approved\Turtle Fest 2026\Special Event Form Letter-Graciela M'Causland (north of Southern Blvd).docx





# JUNO BEACH POLICE DEPARTMENT

340 Ocean Drive ♦ Juno Beach, Florida 33408 ♦ 561-626-2100



**BRIAN J. SMITH**  
Chief of Police

June 12, 2025

Tonya Pellegrini  
Event Manager  
Loggerhead Marine Life Center  
14200 US Highway 1  
Juno Beach, FL 33408

Dear Tonya,

We reviewed your request for the road closure in conjunction with the 2026 Turtlefest, scheduled for February 21st and 22nd, 2026.

As the law enforcement agency having jurisdiction over the subjected roadway (Ocean Drive, between Donald Ross Rd. and Marcinski Rd.), we approve and give consent for the road closure for this event.

Yours in Safety,

Assistant Chief Mark G. Saloio  
561-656-0332 – *direct*  
[msaloiojunobeachpd.com](mailto:msaloiojunobeachpd.com)



**FOR OVERVIEW PURPOSE ONLY  
DRAWING NOT TO SCALE**

NOTE:  
THIS M.O.T. IS BASED ON MUTCD & THE FLORIDA DEPARTMENT OF  
TRANSPORTATION ROADWAY AND DESIGN STANDARDS. ALL TRAFFIC  
CONTROL DEVICES MUST BE SET AND PLACED BY PERSONS CERTIFIED  
IN TRAFFIC CONTROL DEVICE PLACEMENT AND PLANNING.



**MESSAGE:**

OCEAN

CLOSED

BLVD/A1A

FOLLOW

S/B

DETOUR

<b>FDOT</b>	<b>Theodore Howard Jr.</b>
Certificate: 612448	Has Completed a FDOT Approved Temporary Traffic Control: Advanced Course
Issued: 07/18/2023	Training Provider:
Expires: 07/01/2027	<b>ATSSA</b> American Traffic Safety Services Association (ATSSA) 15 Riverside Parkway Ste. 100 Fredericksburg, VA 22406 811/8 888/8 888 1111 P/E: 540-368-1701
Instructor: O.O.	Verify this Certification at <a href="http://www.motadmn.com">www.motadmn.com</a>



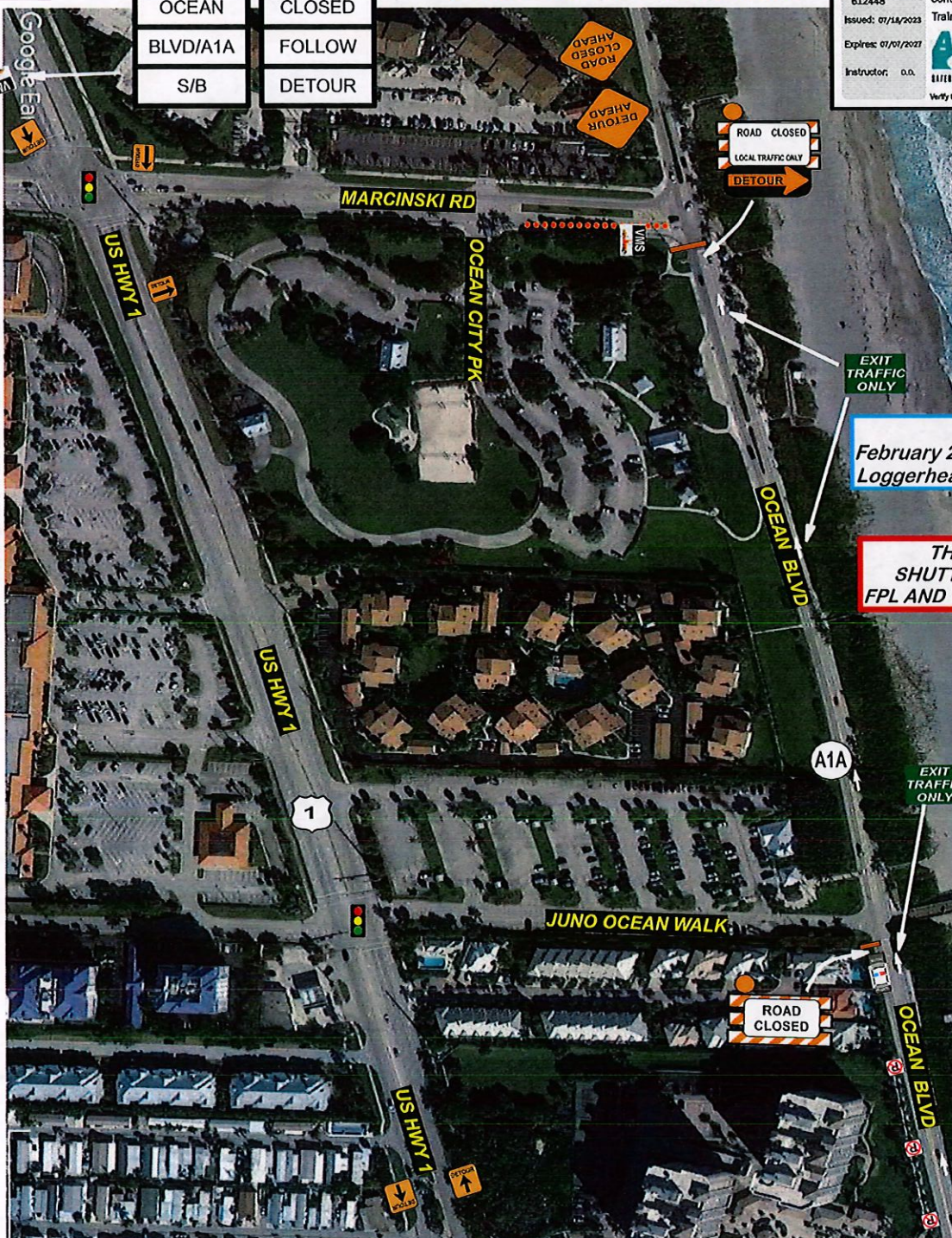
**EVENT DATE:**  
February 21-22, 2026 - 10am to 5pm  
Loggerhead Park in Juno Beach, FL

**THERE WILL ALSO BE  
SHUTTLE SERVICE TO/FROM  
FPL AND THE MARINE LIFE CENTER**

**M.O.T.**  
Design by: Theodore Howard

Legend	
	Channelized Devices
	Police Vehicle
	Water Filled Barrier
	Work Area

**PAGE 1**



**CONTINUE**

**CONTINUE**



**FOR OVERVIEW PURPOSE ONLY  
DRAWING NOT TO SCALE**

NOTE:  
THIS M.O.T. IS BASED ON MUTCD & THE FLORIDA DEPARTMENT OF  
TRANSPORTATION ROADWAY AND DESIGN STANDARDS. ALL TRAFFIC  
CONTROL DEVICES MUST BE SET AND PLACED BY PERSONS CERTIFIED  
IN TRAFFIC CONTROL DEVICE PLACEMENT AND PLANNING.



APPROVAL STAMP

CONTINUE

CONTINUE



THERE WILL ALSO BE  
SHUTTLE SERVICE TO/FROM  
FPL AND THE MARINE LIFE CENTER

EVENT DATE:  
February 21-22, 2026 - 10am to 5pm  
Loggerhead Park in Juno Beach, FL

**M.O.T.**  
Design by: Theodore Howard

**Legend**

- Channelized Devices
- Police Vehicle
- Water Filled Barrier
- Work Area

**PAGE 2**



Theodore Howard Jr.

Certificate:  
612448

Issued: 07/14/2023

Expires: 07/07/2027

Instructor: D.D.

Has Completed a FDOT Approved Temporary Traffic  
Control: Advanced Course

Training Provider:

**ATSSA** American Traffic Safety Services  
Association (ATSSA)  
15 Riverside Parkway Ste. 100  
Fredericksburg, VA 22406  
P.O. Box 540-368-1701  
Verify this Certification at [www.motadmin.com](http://www.motadmin.com)



**PALM BEACH COUNTY FIRE-RESCUE**  
**APPLICATION FOR SPECIAL FIRE-RESCUE SERVICES**

2/21-22/2026

This application is being made in compliance with Palm Beach County Ordinance No. 85-13 and Operational Procedure #V-7 to request special fire-rescue services for activities or functions within the County, in addition to those fire-rescue services provided generally to the public by law. It is understood that **ADVANCE PAYMENT MAY BE REQUIRED FIVE (5) BUSINESS DAYS PRIOR TO THE EVENT DATE.** It is further understood and agreed that the Requesting Agency shall be responsible for any additional charges due to personnel or equipment being required for any length of time over and beyond that set forth below, or should any other additional charges be incurred not contemplated herein. **A THREE-HOUR MINIMUM WILL BE APPLIED TO ALL SPECIAL EVENT PERMITS.** A \$25 administrative fee will apply if the event is cancelled less than 24-hours prior to the contracted start time of the event. A 3-hr minimum for each employee scheduled to cover the event will apply if an event is cancelled less than 12-hours prior to the contracted start time of the event. The Palm Beach County Fire-Rescue Administrator has the authority to determine which special events Palm Beach County Fire Rescue will cover. This is a non-binding agreement. Palm Beach County may cancel this permit without advance notice or cause at any time. Palm Beach County Fire Rescue will attempt to place personnel at the requested dates/times; however, due to unanticipated emergencies or the inability to find personnel to work this event or due to other unforeseen circumstances, this permit may not be filled when requested. All unused money will be refunded.

**REQUESTING AGENCY:**

LOGGERHEAD MARINE LIFE CENTER

PERMIT NO. 26-17

MAILING ADDRESS (BILLING): 14200 US HWY 1

CITY, STATE ZIP: JUNO BEACH, FLORIDA 33408

EMAIL [tPellegrini@marinelife.org](mailto:tPellegrini@marinelife.org)

CONTACT PERSON: TONYA PELLEGRINI

TITLE: EVENT MANAGER

BUSINESS PHONE: 561-627-8280 X123

FAX:

OTHER (CELL): 518-928-5808

**EVENT DETAIL:**

NAME OF EVENT: TURTLE FEST 2026

DATE(S): 02/21 and 2/22 SAT/SUN

TIME(S): 1000- 1700 both days

APPROX ATTEND: \_\_\_\_\_

EVENT LOCATION: LOGGERHEAD MARINE LIFE CENTER- 14200 US HWY 1, JUNO BEACH 33408

**ESTIMATED CHARGES:**

The following is a detail of the estimated charges for coverage of this event.  
All events require a three-hour minimum.

**EMPLOYEE HOURS:**

Incident Commander

2 EMT/Paramedic(s) (2 EACH DAY)

EMT(s)

Fire Safety Specialist

Estimated Employee Hours: 32 @ \$75.00\* per employee hour

**FIRE-RESCUE EQUIPMENT:** Estimated Equipment Hours: 14.00 @ \$56.00\* per Truck hour

If applicable, one employee hour will be added for each employee assigned to this event to compensate for picking up/returning equipment to be used at this event.

\*Subject to change in Jan/Feb 2026

**Total Due for Event: \$ 3,184.00\* estimated**

\*Total due is an estimate based on the number of employee and equipment hours listed above. If a Trauma Report is required, one (1) additional employee hour will be added for the employee responsible for completing the report after the event has ended.

**APPROVAL SIGNATURES:**



6/25/25

Fire-Rescue Representative

Date



10/30/25

Requesting Agency Representative

Date

Please print name: Georgette Rentz, Financial Analyst

Please print name: Tonya Pellegrini

Please contact **TIM LEWIS**, Special Events Coordinator (Local 2928) (561) 602-2048 for staffing/operational issues or after regular business hours or **GEORGETTE RENTZ**, Financial Analyst (561) 616-6954 Fax 616-7090 during regular business hours.

Please make check or money order payable to: Palm Beach County-Board of County Commissioners. Please remit all payments to: Palm Beach County Fire-Rescue, 405 Pike Road, West Palm Beach, FL 33411



Mark Saloio <msaloio@junobeachpd.com>

---

**Ticket ID: J308-205 | New Request for Off-Duty Officer**

---

John Rossini <jrossini@junobeachpd.com>

Wed, Dec 31, 2025 at 4:22 PM

To: JunoBeachFL@extradutysolutions.com

Cc: msaloio@junobeachpd.com, jkenny@junobeachpd.com

The following is approved.

However, please see the attached PDF that includes the necessary Assignments and Times. There are 16 positions to be filled and the time varies slightly.

Also, I have reached out to another party who will tentatively be requesting 3 of the 6 positions for the post located on US 1 and the entrance to Loggerhead Park. These parties have worked out an agreement in the past for this event and I imagine they will continue to do so for this years event.

As usual, we will continue to work closely with you to ensure there is clear communication on the staffing needs.

Any questions, please let me know.

**Sgt. John Rossini #308**

*Juno Beach Police Department*

*340 Ocean Drive*

*Juno Beach, FL 33408*

*Main: 561-626-2100*

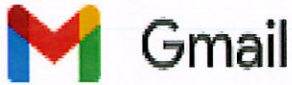
*Direct: 561-656-0344*

[Quoted text hidden]



**Turtlefest 2026 Assignments.pdf**

320K



Mark Saloio <msaloio@junobeachpd.com>

## Ticket ID: J308-205 | New Request for Off-Duty Officer

Extra Duty Solutions - Juno Beach PD FL <JunoBeachFL@extradutysolutions.com>  
Reply-To: JunoBeachFL@extradutysolutions.com  
To: msaloio@junobeachpd.com, jkenny@junobeachpd.com, jrossini@junobeachpd.com

Wed, Dec 31, 2025 at 2:03 PM

Hello,

Is the below request approved?

-----  
**Company Name:** Loggerhead Marinelife Center  
**Detail Request from:** Tonya Pellegrini  
**Contact Phone Number:** (561) 627 - 8280  
**Contact Email Address:** [tpellegrini@marinelife.org](mailto:tpellegrini@marinelife.org)  
**ACMNumber:** C027188  
**Agency:** Juno Beach Police Department  
**Officer(s):** 18  
**Location:** [14200 US Route 1, Juno Beach, Florida 33408, United States](#)  
**Detail Description:** Security and traffic control  
**Officer Note:** Turtlefest Feb 21 and 22, 2026  
**Date/Time(s):**

Saturday, February 21, 2026

7:00 AM -  
6:00 PM

### Custom Question(s):

Sunday, February 22, 2026

7:00 AM -  
6:00 PM

- How many people will be attending your event?: 4000
- Will alcohol be served at your event?:  
Yes

Thanks,

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