



# EVENT PERMIT

Ordinance 14-15



## RUN TO HOME BASE FLORIDA

COUNTY ADMINISTRATION  
JAN 25 PM 12:20

**PERMIT NUMBER:** TMP2017-00022

**Date(s) of Event:** January 28, 2017 from 6:00am until 3:00pm

**Property Owner:** LEE COUNTY

**Applicant:** HOME BASE

**Contact:** JOHN MATHEWS

**Description:** 10K and 5K run and 1 mile recreational walk to raise funds and awareness for Home Base, a Red Sox Foundation and Mass. General Hospital Program

**Location of event:** 11500 FENWAY SOUTH DR FORT MYERS 33913  
JETBLUE PARK/\*\*239-653-7704

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 ? Yes

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



**Lee County**  
*Southwest Florida*

# Event Application

Special Event

Use of  
County  
Property

Alcohol  
within Lee  
County  
Facilities

Film, Video  
&  
Photography

# 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

Section I - GENERAL INFORMATION (All Permit Types)	
Title of Event / Name of Production	Run to Home Base Florida
Date(s) of Event / Production:	January 28, 2017
Location(s) of Event:	JetBlue Park - 11500 Fenway South Drive Fort Myers, FL 33913
Name of Applicant:	HOME BASE
Applicant Address:	125 NASHUA Street, Suite 540 BOSTON, MA. 02114
Applicant Phone Number:	617-643-0457 or 239-653-7704
Contact Person: (If different from applicant)	JOHN MATHEWS
Contact Phone Number: (If different from applicant)	239-653-7704
Email Address:	Lanny Belmar 405@gmail.com
Estimated Attendance:	250-500
Event Description: Include each activity, where activities take place, etc.	10K and 5K run and 1 mile recreational walk to raise funds and awareness for Home Base, a Red Sox Foundation and Mass. General Hospital Program dedicated to healing the invisible wounds of war for Post-9/11 Veterans, Service Members and Families.
Hours of Operation:	6:00am - 3:00pm
STRAP # of Parcel:	
Owner of Premises*:	

\*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? JET BLUE STADIUM

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 identified, including all parking areas.

Insurance Company Insuring the Event: TBD

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

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

Will Vehicles be Used as Part of This Event?

☐ Yes ☒ No

If yes, automobile coverage must be included on the certificate of insurance.

Will Food be Available at this Event?

☒ Yes ☐ No

If yes, products liability coverage must be included on the certificate of insurance.

Will Alcoholic Beverages be served/consumed at this Event?

☒ Yes ☐ No

If yes, liquor liability coverage must be included on the certificate of insurance.

Name & Address of Organization Providing Food:

Aramark

Type of Food being Served: Ballpark Foods including pizza, hot dogs, popcorn

Section II - USE OF COUNTY PROPERTY PERMIT

Organization Sponsoring the Event: Home Base, a Red Sox Foundation and Mass. General Hospital Program

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

Name of Charity: Home Base

Address of Charity: 125 Nashua Street, Suite 54D, Boston, MA 02114

Phone Number: 617-643-0453

Non-profit certificate/registration number: 04-1564655

(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?

at JET BLUE STADIUM

☒ 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: 04-1564655

(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

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.

Karianne M. Kraus  
Signature of Applicant

Larry Baldwin  
Witness

KARIANNE M. KRAUS, SR.  
Print Name of Applicant and Title  
DIRECTOR OF  
MAJOR DEVELOPMENT

LARRY BALDWIN  
Print Name of Witness

12/9/16  
Date

12/9/16  
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:

In authorized parking areas only.

Deputies (How Many?):

One deputy assigned to Commerce Lakes Drive during the run to ensure participant safety while running in the bike path.

Fee for Services:

Special Arrangements:

Route is scheduled to exit out the rear gate of Jet Blue on to Commonwealth Drive, Westlinks Drive Commerce Lakes Drive and return. There will be no road closures or interference with traffic. WCI has granted permission to use roadways through the Gateway community. The run will take place entirely on sidewalks and bike paths.

Print Name: Capt. Scott Lucia

Signature: Capt. Scott H. Lucia

Title: Special Events, Permits and Details

Date: 23 January 2017



Extra Duty Detail Request Form

Please fill out the Extra Duty Request form attached to this document completely. All details are a minimum of four (4) hours with the exception of boat details which are a minimum of six (6) hours and a half hour drive time to and from the detail location. When five (5) or more deputies are assigned to an event, a supervisor with the rank of Sergeant or above will be assigned at an upgraded hourly charge. Depending on the type of event or crowd size, it will be at the discretion of the Sheriff's Office to determine the number of deputies needed.

**The current detail rates are:**

<b>Security</b>	<b>\$40/hr</b>	<b>Traffic</b>	<b>\$50/hr</b>
<b>Funeral Escort</b>	<b>\$40/hr</b>	<b>Security Supervisor</b>	<b>\$50/hr</b>
<b>Escort</b>	<b>\$40/hr</b>	<b>Traffic Supervisor</b>	<b>\$60/hr</b>
<b>Boat</b>	<b>\$40/hr</b>	<b>Civil Stand-by</b>	<b>\$60/hr</b>
<b>Holiday/Last Minute</b>	<b>\$60/hr</b>	<b>Prisoner Transport</b>	<b>\$60/hr</b>

*Details are charged a \$15 per deputy vehicle rate.  
All boat details are charged a \$20 per hour boat rate.*

Extra Duty Details will not be provided to any person, firm or organization whose members, business or operations are of questionable nature; or for any event that will discredit the assigned Deputy, Sheriff's Office or County. The Sheriff's Office reserves the right to cancel the detail without notice and to recall the deputy(s) when necessary for community safety.

The Lee County Sheriff's Office will be the only armed personnel at any event where the detail is taking place. Any private security company that is hired to work alongside the Sheriff's Office will be a reputable, licensed and insured company whose employees are State D licensed unarmed security guards. Proof of the signed contract with private security company will be required.

In order to cancel a detail, notice must be given to the Detail Coordinator twenty-four (24) hours prior to the start of the detail either by phone or email. If the cancellation is less than twenty-four (24) hours, a four (4) hour charge per deputy will be billed. In the case of weather, notice of cancellation must be received within two (2) hours of the starting time otherwise a two (2) hour charge per deputy will be billed. In the event of a cancellation after business hours, please call 239-477-1000 and ask to have the on-call Detail Coordinator call you.

Unless otherwise specified, full payment of all details must be received one (1) week prior to the start of the event in the form of a cashier's check, money order, business check or cash. The Lee County Sheriff's Office does not accept credit cards or personal checks. **Payments can be sent to: The Lee County Sheriff's Office 14750 Six Mile Cypress Pkwy., Fort Myers, FL 33912 ATTN: Details Unit.**

LEE COUNTY SHERIFF'S OFFICE USE ONLY			
Total Deputy(s) <u>1</u>	Total Hours <u>6</u>	Rate per Hour <u>\$50</u>	Vehicle Rate <u>waived</u>
Total Cost for Detail <u>\$300</u>			
Vender Signature _____		Date _____	



14750 Six Mile Cypress Parkway • Fort Myers, Florida 33912-4406 • (239) 477-1000

LCSO Details Main Phone Number: 239-477-1199			
Vendor Information			
Business Name: <u>Run to Home Base Florida</u>			
Street: <u>125 Nashoa Street</u>			
City: <u>Boston</u>		State: <u>MA</u> Zip Code: <u>02114</u>	
Business Contact: <u>Armando Hernandez</u>		Phone: <u>239-770-2414</u>	
Email Address: <u>ahernandez@mgh.harvard.edu</u>			
Event Information			
Detail Location: <u>JetBlue Park</u>			
Street: <u>11500 Fenway South Drive</u>			
City: <u>Fort Myers</u>		State: <u>FL</u> Zip Code: <u>33913</u>	
Contact During Event: <u>Armando Hernandez</u>		Phone: <u>239-770-2414</u>	
Event Date: <u>1/28/17</u>		Event Time: <u>0600-1200</u>	
Anticipated Crowd Size : <u>250-500</u>		Type of Event: <u>Run to Home Base</u>	
Additional Security Working Detail: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, how many? _____			
Permits Attached: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Alcohol Served: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Detail Information			
Security	<input type="checkbox"/>	Traffic	<input checked="" type="checkbox"/>
Escort	<input type="checkbox"/>	Holiday	<input type="checkbox"/>
Last Minute	<input type="checkbox"/>	Stand-by	<input type="checkbox"/>
Marked Vehicle	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Unmarked Vehicle	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Uniformed Deputy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Plain Clothes Deputy	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Detail Description: Route is scheduled to exit out the rear gate of Jet Blue on to Commonwealth Drive, Westlinks Drive Commerce Lakes Drive and return. There will be no road closures or interference with traffic. WCI has granted permission to use roadways through the Gateway community. The run will take place entirely on sidewalks and bike paths.			



14750 Six Mile Cypress Parkway • Fort Myers, Florida 33912-4406 • (239) 477-1000



## Martin, Bridget

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**From:** Gene Rogers <grogers@southtrailfire.org>  
**Sent:** Monday, December 19, 2016 1:09 PM  
**To:** Martin, Bridget  
**Subject:** FW: South Trail Station 64

Bridget,

This should not be any problem. They may want to consider stationing an event person at that gate to prevent any access they don't want?

As far as we are concerned it will not be any hardship on our end.

I know Gateway technically has the ultimate authority as far as the traffic flow and MOT issues are concerned.

How many attendees are expected? And is the staff at Jet Blue on-board? If all that is under control I don't foresee the group having any issues.

Gene

Gene Rogers  
Division Chief  
South Trail Fire Rescue  
5531 Halifax Ave.  
Fort Myers, Florida 33912  
239-433-0080 office  
239-770-3070 cell

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**From:** Ben Bengston  
**Sent:** Monday, December 19, 2016 11:58 AM  
**To:** Gene Rogers <grogers@southtrailfire.org>  
**Subject:** FW: South Trail Station 64

Would you like to speak with her? I don't mind if they do this at all. No sweat off our backs.

Ben Bengston  
Assistant Fire Chief  
South Trail Fire Department  
5531 Halifax Ave.  
Ft. Myers, FL. 33912  
(239) 848-6913 cell  
(239) 433-0080 ext. 1010  
(239) 433-1941 fax

*Florida has a very broad public records law. Most written communications to or from South Trail Fire District regarding District business are public records available to the public and media upon request. Your communications may be subject to public disclosure.*

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**From:** Martin, Bridget [mailto:BMartin@sheriffleefl.org]  
**Sent:** Monday, December 19, 2016 10:42 AM  
**To:** Ben Bengston  
**Subject:** South Trail Station 64

Hi Chief Bengston,

I hope this email finds you well and we are looking forward to working with your team again for Fort Rock!

I'm writing to find out who would grant permission to the Home Base Veteran and Family Care organization to use South Trail Fire Station 64 as a cut-through for a 10K/5K they want to have at JetBlue.

In order to keep participants off Daniels Pkwy and Gateway Blvd, they would like to have the route go through your stations property to access the back roads of Gateway Subdivision.

The event will take place January 28<sup>th</sup>, 2017 with the race starting at 1000hrs.

Your help with this matter is greatly appreciated.

Respectfully,

**Bridget Martin**

Lee County Sheriff's Office  
Details Unit  
14750 Six Mile Cypress Parkway  
Fort Myers, FL 33912  
Direct: (239) 477-1098

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\*\*\*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.

## 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?)	1 crowd manager
Fee for Services:	N/A
Flammable Vegetation:	N/A
First Aid Equipment:	CALL 911 IF NEEDED
Fire Extinguishing:	N/A
Special Arrangements:	NONE

Print Name: James Tanner

Signature: James Tanner Digitally signed by James Tanner  
Date: 2017.01.20 11:10:32 -05'00'

Title: Fire Marshal, South Trail Fire District

Date: Jan 20, 2017

Lee County Event Permit Application



**EMERGENCY MEDICAL SERVICES / PUBLIC SAFETY**  
**14752 SIX MILE CYPRESS PARKWAY**  
**FORT MYERS, FL 33912**  
**(239) 533-3911**

*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.

Treatment Facilities:

None necessary.

Medical Personnel:

We would recommend a crew man the first aid room or cart at the stadium during the event.

Medical Supplies /  
Equipment:

None necessary.

Safety Requirements:

No additional precautions necessary.

Fee for Services

\$80/hr for two person crew on site.

Special Arrangements:

Please call 911 in the event of an emergency.

To arrange this special event coverage, contact our office at 239 533-3911.

Print Name: Benjamin Abes

Signature: Benjamin Abes

Digitally signed by Benjamin Abes  
Date: 2016.12.15 09:23:52 -05'00'

Title: Chief

Date: 12/15/16

Lee County Event Permit Application



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

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

Parking:	Park in designated areas. No event parking on 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. No lane closures are permitted on Lee County maintained road rights-of-way for this event.

Print Name: Bryan Miller

Signature: Bryan D. Miller

Digitally signed by Bryan D. Miller  
Date: 2017.01.13 07:01:33 -05'00'

Title: Senior Project Manager

Date: January 13, 2017

Lee County Event Permit Application



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

Check the appropriate box(es) below:

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

Illumination:

Event is 6:00am to 3:00pm, lights will not be necessary.

Parking Areas:

Event organizer must work with on-site Parks & Recreation staff, as well as, Red Sox staff for this event

Special Arrangements:

Follow the roped areas to enter and leave stadium field home plate area.

Provide a copy of permission letter from Boston Red Sox for permitting.

Print Name:

JESSE LAVENDER

Signature:

Jesse Lavender

Title:

Acting Deputy Director

Date:

1/9/17



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

Check the appropriate box(es) below:

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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 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.

Special Arrangements: A Certificate of Insurance shall be submitted as evidence of the required coverage listing Lee County Board of County Commissioners, P.O. Box 398, Fort Myers, FL 33902 as the certificate holder and as an additional insured.

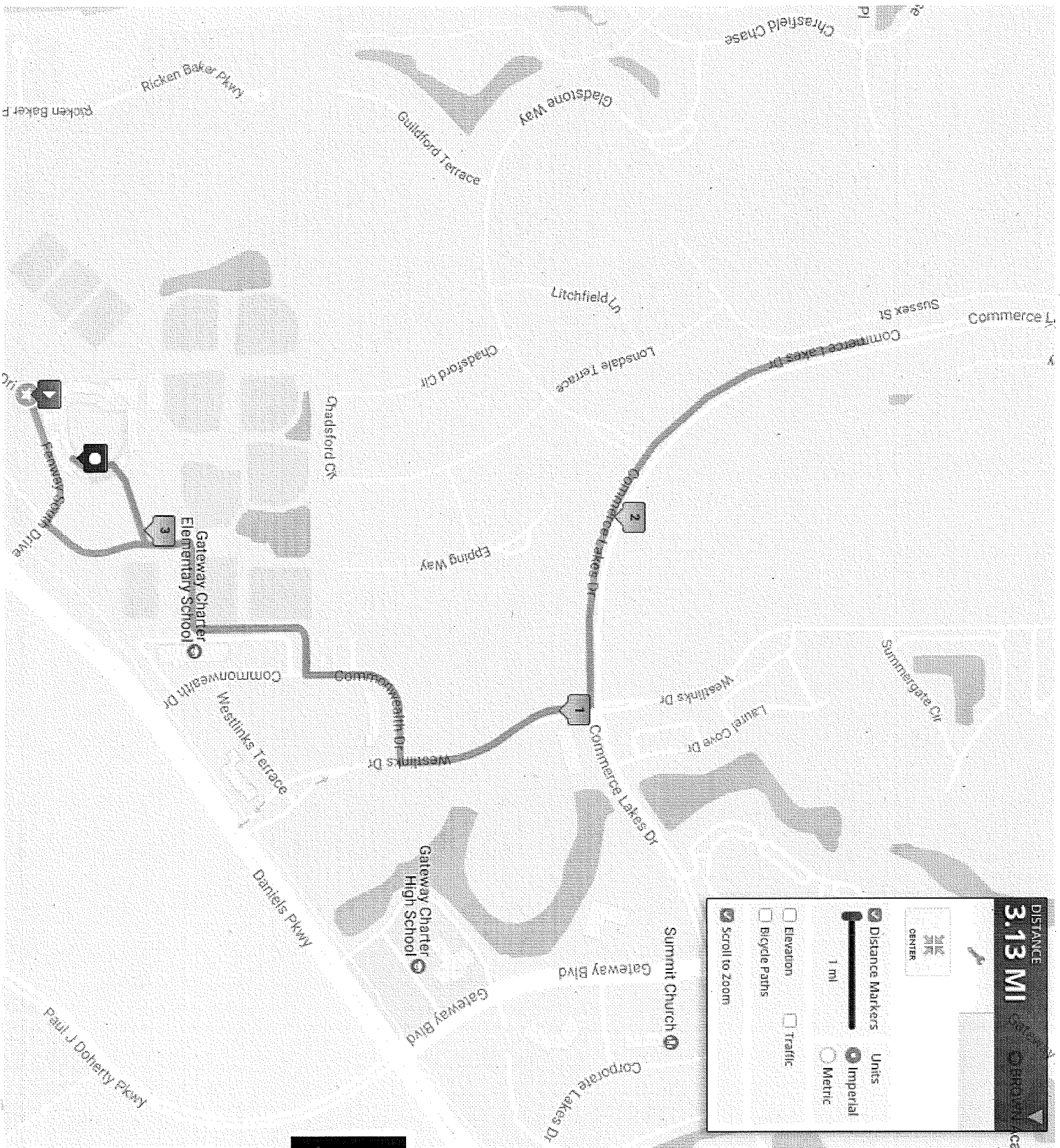
Subject to proof of insurance.

Print Name: Mike Figueroa

Signature:

Title: Risk Program Manager

Date: January 9, 2017



DISTANCE

3.13 MI

CHERRY LAKE

Distance Markers

1 mi

Units

Imperial

Metric

☒ Distance Markers

☐ Elevation

☐ Bicycle Paths

☒ Scroll to Zoom

☐ Traffic

