



EVENT PERMIT

Ordinance 14-15

COUNTY ADMINISTRATION



LEE COUNTY TRAVEL RALLY-6 PM 1:12

PERMIT NUMBER: TMP2017-00072

Date(s) of Event: May 2, 2017 from 4:00pm until 7:00pm

Property Owner: LEE COUNTY

Applicant: JUDI DURANT

Contact: JUDI DURANT

Description: Tourism appreciation celebration for local tourism partners and shows importance of travel and tourism globally. Activities include Outdoor Trade Fair (exhibitors), Races & Games for tourism employees and general public

Location of event: 7330 GLADIOLUS DR FORT MYERS 33908
LAKES REGIONAL PARK/***239-338-3500

Will the event be attended by 1000 or more people ? Yes

Will the event be held on County Owned Property ? Yes

Will there be alcohol consumed or sold at the event ? No

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

 3-6-17
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	Lee County Travel Rally
Date(s) of Event / Production:	May 2, 2017 4-7pm (raindate: May 3)
Location(s) of Event:	Lakes Regional Park 7330 Gladiolus Drive, Ft Myers 33908
Name of Applicant:	Judi Durant
Applicant Address:	2100 Second Street, Suite 600 Ft Myers, 33901
Applicant Phone Number:	239.338.3500
Contact Person: (If different from applicant)	Nancy MacPhee
Contact Phone Number: (If different from applicant)	239.338.3500
Email Address:	nmacphee@leegov.com
Estimated Attendance:	2000
Event Description: Include each activity, when activities take place, etc.	VCB will host the 6th annual Travel Rally. Tourism appreciation celebration for local tourism partners and shows importance of travel and tourism globally. Activities include Outdoor Trade Fair (exhibitors) Races & Games for tourism employees and the general public. See attached: Event flier, map and approval from Lee County Parks for use of park.
Hours of Operation:	4:00-7:00pm
STRAP # of Parcel:	26452400000080000
Owner of Premises*:	Lee County

*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?

OF

Are any temporary structures to be installed for the event? ☒ Yes ☐ No Type: 3-4 large tents-vendors/games

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: Lee County is self insured

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: PINCHERS & Texas Tony's, and other single snack food vendors

Type of Food being Served: Barbeque, and other snacks like ice cream, popcorn, etc....

Section II - USE OF COUNTY PROPERTY PERMIT

Organization Sponsoring the Event: Lee County Visitor & Convention Bureau

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

Name of Charity: N/A

Address of Charity: N/A

Phone Number: N/A

Non-profit certificate/registration number: N/A

(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?

☐ Yes ☒ No

If Yes, then a "Lee County Alcohol Permit" is required. Only non-profit organizations can sell alcohol on County Property.

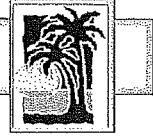
Non-profit certificate/registration number:

(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

Page | 3

Applicant Agreement - Signature Required



SECTION I - SAFETY

The Applicant agrees to provide adequate traffic and crowd control, emergency medical services and any other items, at the Applicant's expense, required by Lee County to protect the health, safety and welfare of the public. Lee County shall have the power to review the proposal and require, as necessary, detailed plans, diagrams, and explanations to clearly outline to Lee County, exactly what the Applicant is proposing.

SECTION II - INSURANCE

The Applicant, at its sole expense, agrees to procure and maintain in force during the entire term of the application, liability insurance in the amounts determined by Lee County Risk Management to protect against damages or other claims arising from use of County property by the applicant or its guests. Other limits may also be established by Lee County Risk Management for events which will be serving or consuming alcoholic beverages at approved County property. The Insurance policy must also include coverage for Applicant's contingent liability on damages, claims or losses. "Lee County Board of County Commissioners" must be named as "additional insured" on the Certificate of Insurance, and the Certificate must be delivered to Lee County prior to Applicant's use of the property. The Insurance may not be canceled during the term of the event, if this occurs, the County has the right to revoke approvals related to use of the County property for the event, without recourse by the applicant.

SECTION III - INDEMNIFICATION

The Applicant agrees to indemnify, release and save harmless Lee County against any and all claims, costs, demands, damages, judgments or injuries of any nature arising from the conduct or management of, or from any work or thing whatsoever done in or about said Lee County property or any building or structure appurtenant thereto or equipment thereof during the term of this Permit, or arising during such term from any act of negligence of the Applicant, Applicant's agents, contractors, or employees, or arising from any accident, injury, or damage whatsoever, however caused, to any person or persons, or to any property of any person, persons, corporation or corporations, occurring during the term of this agreement on, in, or about said Lee County property, and from and against all costs, attorney's fees, expenses and liabilities occurring in connection with any such claim or any action or proceeding brought thereon.

For film permit applicants: The permittee shall have on-site a responsible representative empowered with authority over the filming director, filming crews, participants and filming operation. Permittee shall indemnify, defend and hold harmless the county, its officers, agents and employees from and against all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind arising out of or occurring during the activities of the permittee, and resulting or occurring from any negligent act, omission or error of permittee, resulting in or relating to injuries to body, life, limb or property sustained in, about or upon the permitted premises or improvement thereto, or arising from the use of the premises.

SECTION IV - DELIVERY, ACCEPTANCE AND SURRENDER OF PREMISES

The Applicant agrees to accept the County property on possession as being in a satisfactory state of repair and in sanitary condition.

The Applicant must surrender the premises to Lee County in the same condition as when Applicant takes possession, allowing for reasonable use and wear, and damage by acts of God. Applicant agrees to remove all business signs or symbols placed on the premises by the Applicant before redelivery of the premises to Lee County, and restore the premises to the condition in which it existed before their placement. Any signs and markings created or used in connection with this event must be temporary and removable; painting roadways, trees or any other fixed object is strictly prohibited. Applicant agrees to clear the Lee County property of litter at the close of the event.

Applicant Agreement - Signature Required

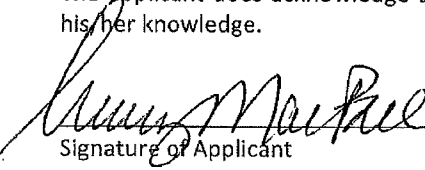


SECTION V - AGREEMENT

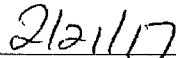
The Applicant agrees that Lee County can, at its sole discretion, terminate and cancel its permit to use Lee County property at any time without prejudice. Applicant further agrees to waive, release, save and hold harmless Lee County from any and all claims, demands or cause of actions based upon Lee 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.

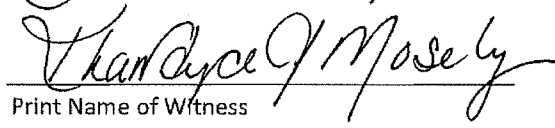
The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge.

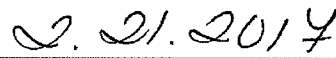

Signature of Applicant


Print Name of Applicant and Title


Date


Witness


Print Name of Witness


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:

Parking in authorized parking areas only.

Deputies (How Many?):

Two (2) deputies for security from 1600-2000hrs

Fee for Services:

\$40/hr per deputy

Special Arrangements:

None

Print Name: Capt. Scott Lucia

Signature: Capt. Scott K. Lucia

Title: Special Events, Permits and Details

Date: 28 February 2017

Mike Scott
Office of the Sheriff



State of Florida
County of Lee

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:

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

*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>2</u>	Total Hours <u>8</u>	Rate per Hour <u>\$40</u>	Vehicle Rate <u>Waived</u>
Total Cost for Detail <u>\$320</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>Lee County Visitors Convention Bureau - SWFL Travel Rally</u>			
Street: <u>2100 Second Street Ste 600</u>			
City: <u>Fort Myers</u>		State: <u>FL</u> Zip Code: <u>33901</u>	
Business Contact: <u>Nancy MacPhee</u>		Phone: <u>239-338-3500</u>	
Email Address: <u>nmacphee@lee.gov</u>			
Event Information			
Detail Location: <u>Lakes Regional Park</u>			
Street: <u>7330 Gladiolus Drive</u>			
City: <u>Fort Myers</u>		State: <u>FL</u> Zip Code: _____	
Contact During Event: <u>Judy Durant</u>		Phone: <u>239-850-0186</u>	
Event Date: <u>5/2/16</u>		Event Time: <u>1600-2000</u>	
Anticipated Crowd Size : <u>2000</u>		Type of Event: <u>Travel show</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 checked="" type="checkbox"/>	Traffic	<input 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: <u>2 deputies for safety and security of participants</u>			



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

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?)

2 crowd managers

Fee for Services:

\$55.00 inspection fee per tent over 900 sq ft.

Flammable Vegetation:

cleared from around tents

First Aid Equipment:

call 911 as needed

Fire Extinguishing:

minimum 2A 10 BC extinguisher at all tents, cooking tents and food trucks must be NFPA 96 compliant. propane kept 10 feet away from tents and secured as to not tip over.

Special Arrangements:

contact Division Chief Rogers if you wish to have coverage of the event. 239-433-0080

Print Name: James Tanner

Signature:

James Tanner

Digitally signed by James Tanner
DN: cn=James Tanner, o=South Trail Fire District, ou=Fire Marshal,
email=jtanner@southtrailfire.org, c=US
Date: 2017.02.22 12:11:08 -05'00'

Title:

Fire Marshal, South Trail Fire District

Date:

Feb 22, 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:	None necessary.
Medical Supplies / Equipment:	None necessary.
Safety Requirements:	No additional precautions necessary.
Fee for Services	Not applicable.
Special Arrangements:	Please call 911 in the event of an emergency. To arrange special event coverage, contact our office at 239 533-3911.

Print Name: Benjamin Abes

Signature: Benjamin Abes

Digitally signed by Benjamin Abes
Date: 2017.02.22 09:51:06 -05'00'

Title: Chief

Date: 02/22/17

Lee County Event Permit Application



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

Check the appropriate box(es) below:

- ☒ SPECIAL EVENT PERMIT
☒ USE OF COUNTY PROPERTY PERMIT
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☐ FILM PERMIT

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

Parking:

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.

Print Name: Bryan Miller

Signature: Bryan D. Miller Digitally signed by Bryan D. Miller
Date: 2017.02.27 07:29:40 -05'00'

Title: Senior Project Manager

Date: February 27, 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:

- ☒ SPECIAL EVENT PERMIT
☒ USE OF COUNTY PROPERTY PERMIT
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☐ FILM PERMIT

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

Illumination:

None required - Daytime event

Parking Areas:

They have use of all Parking Lots and may hire a trolley again to move people from the parking lots into the event area.
Vendor parking by the Horticulture dump. See attached map.
All parking fees waived during the event.

Special Arrangements:

VCB allowed to bring in rented golf carts for this event. They can be stored in maintenance yard overnight.
VCB requests some on-calls for the early & late shift to assist with setup/trash etc and they will pay for these on calls.
LCSSO/EMS also to be hired by the VCB to work this event.

Print Name:

JESSE LAWENDER

Signature:

Jesse Lawender

Title:

Acting Deputy Director

Date:

2/23/17

Lee County Event Permit Application



LEE COUNTY RISK MANAGEMENT
COUNTY ADMINISTRATION BUILDING - 4TH FLOOR
2115 SECOND STREET
FORT MYERS, FLORIDA 33901
(239) 533-2221

Check the appropriate box(es) below:

- ☒ SPECIAL EVENT PERMIT
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☐ FILM PERMIT

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.~~

OK MT
02/23/17

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: February 23, 2017

Lee County Event Permit Application



LEE COUNTY VISITOR & CONVENTION BUREAU
2201 SECOND STREET, SUITE 600
FORT MYERS, FLORIDA 33901
(239) 338-3500

Check the appropriate box(es) below:

☐ FILM PERMIT ONLY

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

Special Arrangements:

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Other:

--

Print Name: _____

Signature: _____

Title: _____

Date: _____

General

Lee County

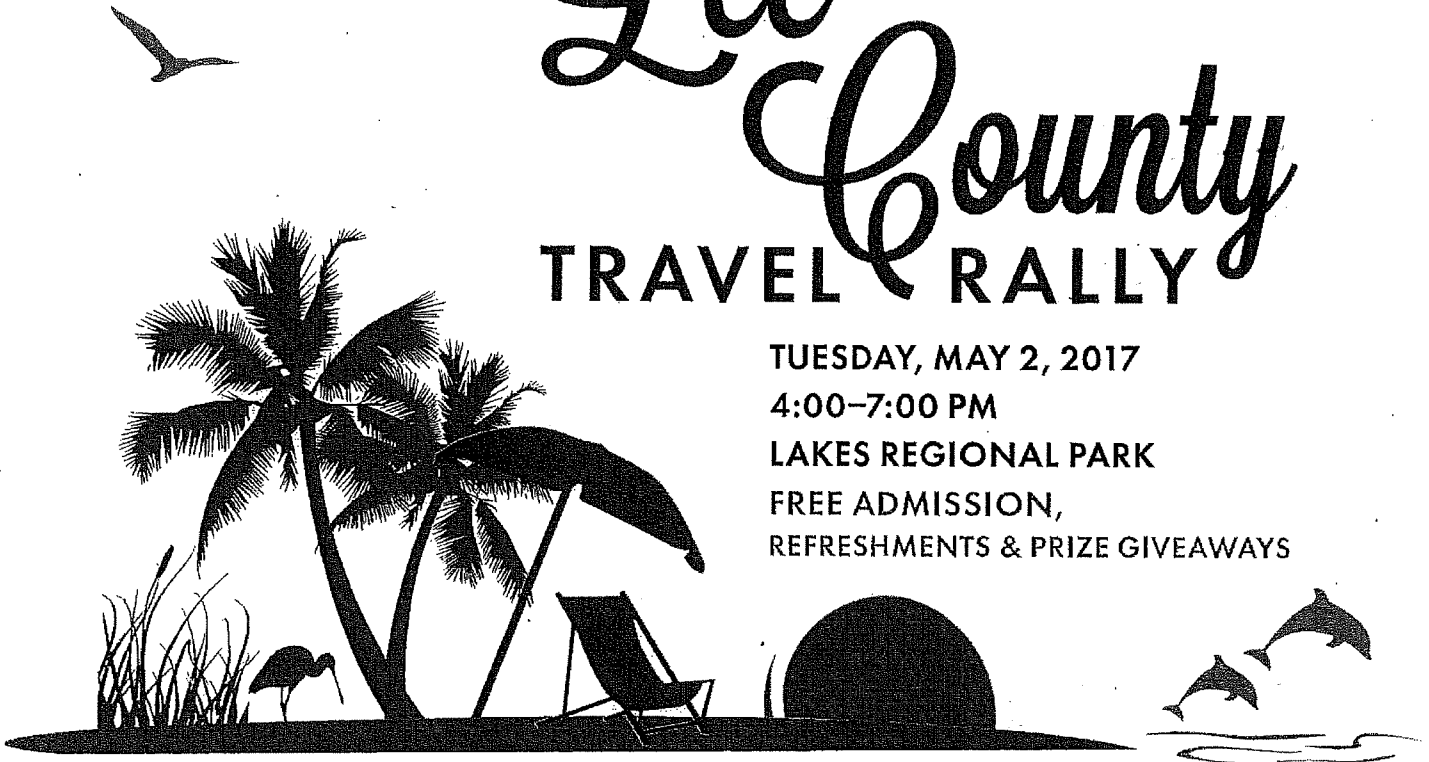
TRAVEL RALLY

TUESDAY, MAY 2, 2017

4:00-7:00 PM

LAKES REGIONAL PARK

FREE ADMISSION,
REFRESHMENTS & PRIZE GIVEAWAYS



Join us at the 2017 Lee County Travel Rally in celebration of National Travel & Tourism Week.

All tourism businesses, hospitality employees and local residents are invited to attend. Tourism partners, bring your staff to represent your company! Employees, bring your families, too, as there will be lots to do for children and adults.

HOW TO PARTICIPATE

RSVP that you are attending: VisitorServices@Leegov.com. We will email you an admission and parking ticket. You must have an admission ticket to be eligible for prize drawings.

For more information, call Visitor Services at 239.590.4855 or visit LeeVCB.com.

ENJOY THE HILARIOUS TOURISM RACES

Kids Luggage Lug, Bellman's Race, Waiters Race for the Gold, Make that Bed, and Valet Trike Hike! Hotels, Attractions, and Restaurants — have fun with your hospitality friends! Contact: SBehr@Leegov.com

TRAVEL FAIR

Tourism businesses, sports groups, special exhibits and more! Contact: CCocco@Leegov.com

KIDS KRAZINESS KORNER

Face painting, magic, cuddly critters, Railroad Museum of South Florida miniature train rides and more.

In support of
**NATIONAL
TRAVEL &
TOURISM
WEEK** MAY 7-13, 2017



jetBlue



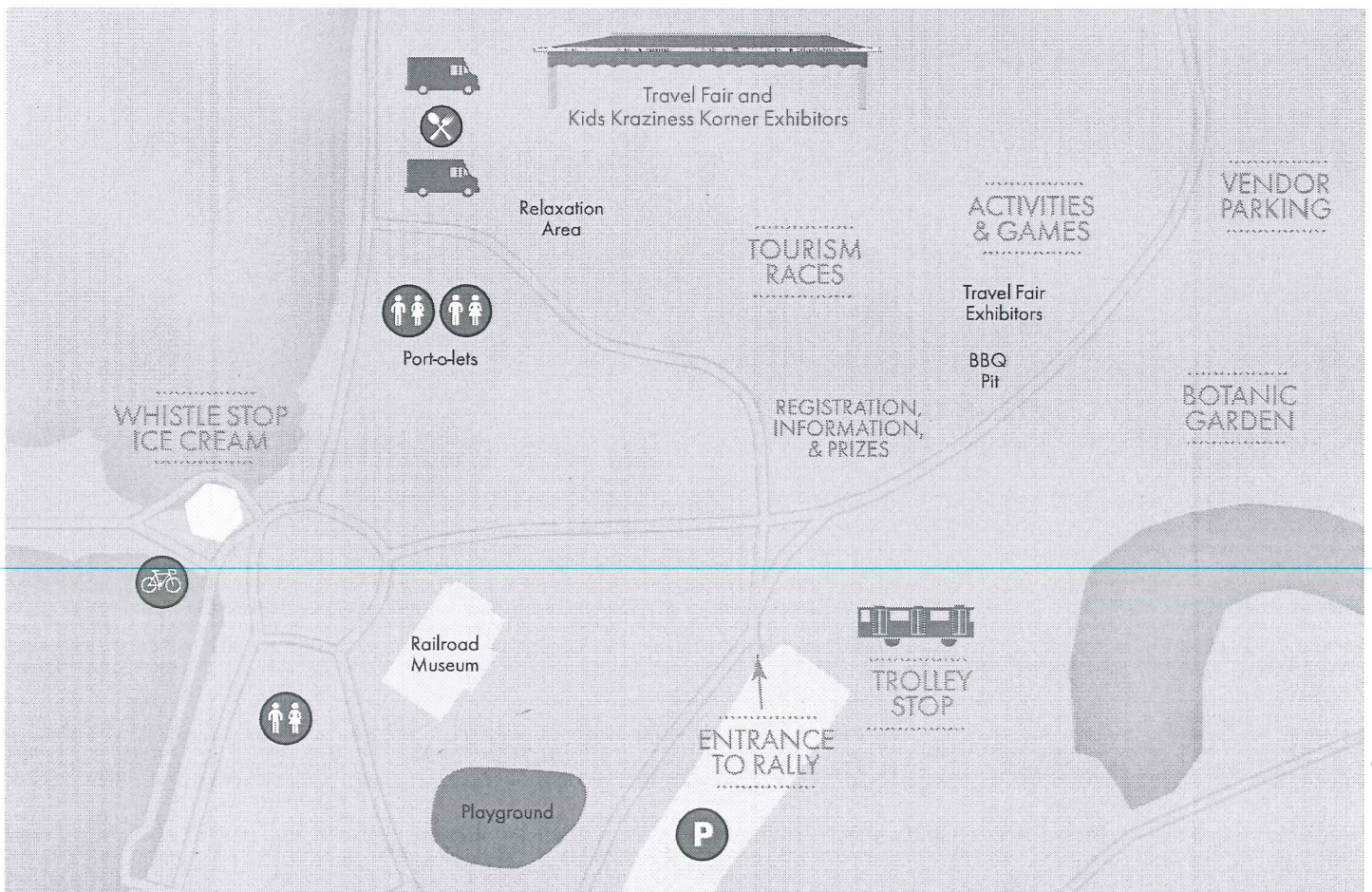
Lee County

TRAVEL RALLY

TUESDAY, MAY 2, 2017

4:00-7:00 PM

LAKES REGIONAL PARK





REQUEST FOR FEE WAIVER

LEE COUNTY PARKS AND RECREATION
3410 Palm Beach Boulevard
Fort Myers, FL 33916
Phone (239) 533-7275
Fax (239) 485-2303

This form must be completed and returned with a copy of the Agency's 501-C Non-Profit Status Certificate 10 days in advance of the date requested.

Date Form Completed: February 20, 2017

Name of Agency or Organization: Lee County Visitor & Convention Bureau

Contact Person: Nancy MacPhee or Judi Durant Phone #: 338-3500

Address: 2201 Second St. Suite 600 Ft Myers

Requested Facility & Location within that Facility: Lakes Park -Lodge + pavilions, A-7, A-8, B-4, C-1

Date of Activity: May 2, 2017 (raindate: May 3) Time of Activity: 10am-3pm(set)/4-7pm(Event)
**Would like access to lodge to drop equipment off beginning May 1 if possible.

Type of Activity: Lee County Travel Rally Expected Number of Participants: 1500

Fees you are Requesting to have Waived: pavilion rentals and parking

Reason applying for Fee Waiver (list benefits to Lee County if fee is waived): _____

VCB will host the 6th annual Travel Rally. Tourism appreciation celebration for local tourism partners and shows importance of travel and tourism globally. Activities include Outdoor Trade Fair (exhibitors) Races & Games for tourism employees and the general public (see attached flier)

For Office Use Only

Manager/Supervisor: Approved ☐ Denied ☐ 501-C Attached: Yes ☐ No ☐

Justification: _____

Signature: _____ Date: _____

Director of Parks and Recreation: Approved ☒ Denied ☐

Justification: County Sponsored Event

Signature: Jane Leach Date: 2/20/17