



EVENT PERMIT

Ordinance 17-08



LOVERS KEY BOAT SHOW, MARKET, AND SEAFOOD FEST

PERMIT NUMBER: TMP2021-00010

Date(s) of Event: JANUARY 29th THROUGH JANUARY 31st WITH SET UP/TAKE DOWN BEFORE AND AFTER

Property Owner: LEE COUNTY

Applicant: MARK GENERALES
239-676-5676

Description: 65 vendor booths, 4 boat dealers with boats and trailers, seafood vendor, (1) large vendor tent and (1) large food tent.

Location of event: 9901 ESTERO BLVD, FORT MYERS BEACH, FL 33931
Estero Blvd

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 ? Sold and Consumed

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

 1/26/2022
County Manager Date



Lee County
Southwest Florida

Event Application

Special Event

Use of
County
Property

Alcohol
within Lee
County
Facilities

Film, Video
&
Photography

LOVERS KEY BOAT SHOW, MARKET,
AND SEAFOOD FEST

TMP2021-00010

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	Lovers Key Boat Show, Market and Seafood Fest
Date(s) of Event / Production:	Set uip 1/25, 1/26/, 1/27, 1/28 event 1/29, 1/30 amd 1/31, tear down 2/1
Location(s) of Event:	event field 8700 Estero Blvd, Ft Myers Beach - across and next to Lovers key State Park (inside city of Bonita Springs).
Name of Applicant:	Mark Generales -event manager
Applicant Address:	9240 Bonita Beach Rd, s 2211, bonita springs, fl 34135
Applicant Phone Number:	239 676 5676 office, 239 398 5332 cell
Contact Person: (If different from applicant)	same as applicant
Contact Phone Number: (If different from applicant)	same as above -
Email Address:	markgenerales@hotmail.com (personal, not event)
Estimated Attendance:	3,000+
Event Description: Include each activity, when activities take place, etc.	65 vendor booths, 4 boat dealers with boats and trailers, seafood vendor, 1 large vendor tent, i large food tent.
Hours of Operation:	9-5 daily, Fri, Sat and 9-4 Sunday
STRAP # of Parcel:	N/A 11-47-24- B2- 00003, 0000
Owner of Premises*:	Lee DOT

*Notarized statement from the property owner specifically consenting to the proposed use required.

Lee County Event Permit Application



What is the Zoning Classification of the premises? property in City of Bonita Springs

Are any temporary structures to be installed for the event? ☒ Yes ☐ No Type: tents

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: Lexington Ins Company

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

Surety Company Bonding this Event (Name and Address): None Needed

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: Bailey Concessions, 13330 Rock Ridge Rd., Lakeland, FL 33809

Type of Food being Served: seafood and sandwich

Section II - USE OF COUNTY PROPERTY PERMIT

Organization Sponsoring the Event: Rotary Club of Bonita Springs and Friends of Lovers key State Park

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

Name of Charity: Rotary Club of Bonita Springs

Address of Charity: P.O. Box 474, Bonita Springs, FL 34133

Phone Number: 239 398 5332

Non-profit certificate/registration number: CH8401

(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: CH8401

(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

☐ TV Movie or Special ☐ TV Series / Pilot ☐ TV Commercial ☐ Still Photos
☐ Public Service Announcement ☐ Industrial / Documentary ☐ Other: N/A

Street Closure	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Traffic / Crowd Control	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Fire or Burning	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Explosives or Pyrotechnics	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Animals, Large or Small	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Construction of Any Kind	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Large and/or Numerous Vehicles	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Helicopters, Boats, etc.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Stunts	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Other	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

N/A

	N/A
--	-----

N/A

Number in Cast: N/A Number in Crew: _____ Number of locals hired: _____

Total budget: _____ Estimate amount spent in Lee County: _____

Hotel room nights: _____ Number of shooting days: _____

number of rooms x number of nights



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.

Lee County Event Permit Application

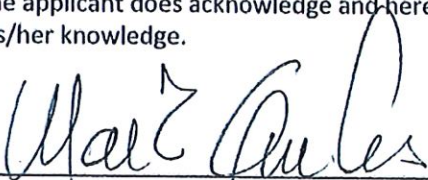


SECTION V - AGREEMENT

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

Mark Generales, co event manager

Print Name of Applicant and Title

1/22/2021

Date



Witness

James Muller

Print Name of Witness

1/22/2021

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 for the event will be in authorized areas only. Right of way must not be impeded.

Deputies (How Many?):

One deputy per day to assist with traffic.

Fee for Services:

Special Arrangements:

Coordinator has contracted with a FL licensed security company to handle overnight security and event security. Alcohol will remain within the confines of the beer tent & may not be consumed beyond the confines of the beer tent. No road closures required for this event. There will be traffic control at the main entrance to keep traffic from backing up & volunteers in the parking lot to assist with parking.

Print Name: Lt. S. Brady

Signature:

Lt. Steven J. Brady

Title:

Special Events, Permits and Details

Date:

1-26-21

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?)

Fee for Services:

Flammable Vegetation:

First Aid Equipment:

Fire Extinguishing:

Special Arrangements:

Print Name: _____

Signature: _____

Title: _____

Date: _____

*Please see
attached
email approval.*

Ennis, Audra

From: Johnston, Brad [Johnston@bonitafire.org]
Sent: Monday, January 25, 2021 9:07 AM
To: Ennis, Audra
Subject: [EXTERNAL] RE: Special Event Permit Application

Audra,

Yes you may. Thank you for reaching out to our office, and keeping us up to date!

Respectfully,

Brad Johnston
Plans Examiner

Bonita Springs Fire Control & Rescue District
27701 Bonita Grande Drive
Bonita Springs, FL 34135

239 390 7942 Direct
239 949 6200 Main

From: Ennis, Audra <AEnnis@leegov.com>
Sent: Monday, January 25, 2021 8:48 AM
To: Johnston, Brad <Johnston@bonitafire.org>
Subject: RE: Special Event Permit Application

Good Morning,

May I use this approval, designated for TMP21-76830-BOS, for the Lee County Special Event Permit (TMP2021-00010) as well? Thank you!

Audra Ennis

Manager, Community Development Operations
Lee County Department of Community Development

AEnnis@leegov.com

(239)533-8319

www.leegov.com/dcd

From: Johnston, Brad [<mailto:Johnston@bonitafire.org>]
Sent: Monday, January 25, 2021 8:42 AM
To: Ennis, Audra; asellers@sherifflee.org; Higgins, Douglas; Miller, Bryan; Cerchie, Randy; Flanjack, Alise; RISK
Cc: Sheen, Sara; Lora Taylor; Loveland, David
Subject: [EXTERNAL] RE: Special Event Permit Application

FIRE CODE REVIEW - PLAN OK TMP21-76830-BOS

NOTE: Plan review and field inspection to be conducted by the fire inspector prior to the tent being occupied. Plan review and field inspection will be in accordance with the 2018 Florida Fire Prevention Code, Sections - NFPA 1, 25 and NFPA 101, 11.11 & NFPA 96.

Tents and Special Structures. NFPA 1, 10.14 Special Outdoor Events, Carnivals and Fairs.

NOTE: (the following is just a summary of the code)

1. Means of Egress - No guy wire or guy rope shall cross any means of egress at a height of less than 7 ft. Tent stakes adjacent to any means of egress from any tent open to the public shall be railed off, capped, or covered so as not to present a hazard to the public. Exit signs and emergency lighting to be provided.
2. Fire Hazards - The ground enclosed by any tent or temporary membrane structure and for a reasonable distance, but not less than 10 ft. outside of such structure(s), shall be cleared of all flammable or combustible material or vegetation. This work shall be accomplished to the satisfaction of the AHJ prior to the erection of such structure(s). The premises shall be kept free from such flammable or combustible materials during the period for which the premises are used by the public. No storage or handling of flammable liquids or gases shall be permitted at any location where it would jeopardize egress from the structure. Smoking is prohibited by the AHJ and "No Smoking" signs shall be posted.
3. Extinguishing Equipment - Portable fire extinguisher(s) shall be per NFPA 10.
4. Location and Spacing-There shall be a minimum of 10 ft. between stake lines. Adjacent tents shall be spaced to provide an area to be used as a means of emergency egress. Where 10 ft between stake lines does not meet the requirements for means of egress, the distance necessary for means of egress shall govern. The placement of tents relative to other structures shall be at the discretion of the AHJ, with consideration given to occupancy, use, opening, exposure, and other similar factors.
5. Cooking – Concession stands utilized for cooking shall be separated by 10 foot and shall not be located within 10 foot of any amusement rides. Cooking equipment used in processes producing smoke or grease-laden vapors shall be equipped with an exhaust system that complies with all the equipment and performance requirements of this standard – NFPA 96 (2014 Edition), 4.1.
6. Flame Propagation Performance: All tent fabric shall meet the flame propagation performance criteria. Fire resistant Certificate shall be produced at the time of permit application. NFPA 1 (2018 Edition), 25.2.2.

Respectfully,

Brad Johnston
Plans Examiner

Bonita Springs Fire Control & Rescue District
27701 Bonita Grande Drive
Bonita Springs, FL 34135

239 390 7942 Direct
239 949 6200 Main

From: Ennis, Audra <AEnnis@leegov.com>

Sent: Friday, January 22, 2021 1:53 PM

To: asellers@sherifflee.org; Higgins, Douglas <DHiggins@leegov.com>; Miller, Bryan <BMiller@leegov.com>; Cerchie, Randy <RCerchie@leegov.com>; Flanjack, Alise <AFlanjack@leegov.com>; RISK <RISK@leegov.com>; Johnston, Brad <Johnston@bonitifire.org>

Cc: Sheen, Sara <ssheen@leegov.com>; Lora Taylor <lora.taylor@cityofbonitasprings.org>; Loveland, David <DLoveland@leegov.com>

Subject: Special Event Permit Application

Importance: High

Good Afternoon,

Attached you will find a Lee County special event permit application for an event scheduled to take place next weekend, January 28-31, on a property owned by Lee County. The subject property is located in the City of Bonita Springs, and the applicant has secured the necessary special event permit from the City (attached).

It was discovered late in the process, however, that the applicant also needs to obtain a permit from Lee County. In an effort to assist the applicant in a the short time remaining, staff is distributing the application in order to secure the agency signatures necessary for permit issuance as expeditiously as possible. Please review the application and provide the results of your review directly to me at your earliest convenience.

Note to LCSO: the Lee County Sheriff approval issued in conjunction with the City of Bonita Springs permit can be found on page5 of the *City of Bonita Springs Permit Packet* attached.

Please reach out to me directly if you have any questions or concerns. Thank you for your help!

Audra Ennis

Manager, Community Development Operations
Lee County Department of Community Development

AEnnis@leegov.com

(239)533-8319

www.leegov.com/dcd

Receive updates from Lee County Government by [subscribing to our newsletter](#)

Please note: Florida has a very broad public records law. Most written communications to or from County Employees and officials regarding County business are public records available to the public and media upon request. Your email communication may be subject to public disclosure.

Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.



Lee County Event Permit Application

EMERGENCY MEDICAL SERVICES / PUBLIC SAFETY**2000 Main St., Suite #100****FORT MYERS, FL 33901****(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:	Applicants shall follow all CDC and FDOH directives, and the Florida Governor's Executive Orders concerning health and safety, especially with regards to COVID-19 and the number of people congregating at the event.
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: Douglas B. Higgins

Signature: Douglas B. Higgins

Digitally signed by Douglas B. Higgins
DN: cn=Douglas B. Higgins, o=Lee County Emergency Medical Services, Lee County Public Safety,
ou=Division Chief, Special Operations and Support Services, email=dhiggins@leegov.com, c=US
Date: 2021.01.22 13:58:12 -0500

Title: Division Chief

Date: January 22, 2021

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:

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.

Print Name: Bryan Miller

Signature: Bryan Miller

Digitally signed by Bryan Miller
Date: 2021.01.25 06:42:53 -05'00'

Title: Senior Project Manager

Date: January 25, 2021

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
☒ 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.

Illumination:

N/A

Parking Areas:

N/A

Special Arrangements:

Event will not affect the Parks & Rec. Dept operations or programs. Event will be held on property managed by the State Dept. of Parks & Recreation

Print Name: Alicia Flanck
Signature: Alicia Flanck
Title: Deputy Director
Date: 1/22/2021

Lovers Key Boat Show
1/29, 1/30 & 1/31

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:	<p>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.</p> <p>In addition, Host Liquor Liability insurance will be required with minimum limits of One Million Dollars (\$1,000,000) per occurrence. Should Host Liquor Liability coverage be afford under the Commercial General Liability policy, minimum acceptable limits will be Two Million Dollars (\$2,000,000) aggregate.</p>
Special Arrangements:	<p>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.</p> <p>Subject to proof of insurance.</p>

Print Name: Mike Figueroa
Signature: 
Title: Risk Program Manager
Date: January 22, 2021



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/21/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Arthur J. Gallagher Risk Management Services, Inc.
2850 Golf Road
Rolling Meadows IL 60008

CONTACT NAME: Ali Sulita
PHONE (A/C, No, Ext): 1-833-3ROTARY **FAX (A/C, No):** 630-285-4062
E-MAIL ADDRESS: rotary@ajg.com

INSURER(S) AFFORDING COVERAGE **NAIC #**
INSURER A: Lexington Insurance Company 19437

INSURED
All Active US Rotary Clubs & Districts
Rotary Club of Bonita Springs, District 6960
ATTN: Risk Management Dept.
1560 Sherman Ave.
Evanston, IL 60201-3698

INSURER B:
INSURER C:
INSURER D:
INSURER E:
INSURER F:

COVERAGES

CERTIFICATE NUMBER: 899307648

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	015375594	7/1/2020	7/1/2021	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		015375594	7/1/2020	7/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		NOT APPLICABLE			EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	NOT APPLICABLE			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate holder is included as additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

OK 01/22/2021

CERTIFICATE HOLDER

Lee County Board of County Commissioners
Lee County, Florida 2115 Second Av., Fort Myers, FL 33901 (Rotary Club of Bonita Springs, Inc./District 6960; Lovers Key Boat Show, Market, & Seafood Fest - Setup 1/25-1/28/21 Event 1/29 -1/31/21)

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



Addendum to Special Event Permit Application

As a condition of obtaining a special event permit, Lee County requires each organizer submit a written Covid-19 safety plan.

The safety plan shall include the following:

- Adherence to the Centers for Disease Control guidelines, the Governor of the State of Florida's executive order. This includes specifically:
 - ☐ Practicing social distancing
 - ☐ Encouraging anyone 65 years or older to avoid large crowds
 - ☐ Anyone that is sick or experiencing symptoms of any illness to stay home
 - ☐ Crowd control
 - ☐ Disinfecting Stations
 - ☐ Appropriate Signage
 - ☐ Disinfecting and cleaning all indoor spaces that are used
 - ☐ Protocols for dealing with inclement weather (especially lightning within a 10 miles radius), heat exhaustion and dehydration that meet distancing and protective guidelines.

Submit the outlined plan along with your Event Permit application to avoid delays in processing your permit.

Lovers Key Boat Show, Market and Seafood Fest

Safety and Covid Plan

This event takes place late January, 2021 on the "event field" next to the Lovers Key Boat ramp on Estero Boulevard on Lovers Key. Key factors:

1. This is an entirely "outdoor event." Two large "open air" tents will be deployed; one to house a small number of vendors (5) and the second, to provide covered seating to consume food. Both are open to the air with no doors.
2. All surface areas at the front entrance will be wiped down several times through the day – no less than hourly.
3. Approximately 45 vendors selling wares will have outdoor table and retail displays along the 3,000 ft. long corridor. Spaces range from 10x10 to 20x20.
4. Boat dealers will have large open spaces to place their boats on trailers spotted along a very large portion of the fenced in roadway behind the vendors on the west side of the event. By design, this is entirely outside and spacing is significant.
5. Our large food vendor will be placed at the opposite end of the entry to the event. Aside them is a large tent which will have tables and chairs correctly spaced to ensure social distancing. A volunteer will be staged at all times at the tent to disinfect and clean.
6. Portable toilets and wash stations will be situated at the entry and also at the food tent area. These will be cleaned and disinfected on a schedule through each event day.

Upon entry, guests will be offered masks (voluntary to wear) and will be told about distancing and safe practices. Signs will be posted at the entrance encouraging masks and social distancing and several further into the event and at the open air food tent.

All volunteers will be screened daily for their temperature and health prior to each shift. Hand sanitizer will be available at all times as will masks.

Event managers will provide training to all volunteers on safe practices during the event. Most of our volunteers work in the parking area directing cars to parking spaces. Their contact directly with the public is minimal. While we will not require masks – we will have them available and encourage their use.

Hand sanitizer will be placed strategically at the entry, food tent and several spots in the event as well as at the wash stations.

A volunteer will be stationed at the food tent at all times and will be responsible for wiping down chairs and tables as guests leave them in preparation for new guests.

Generally, the event managers have onsite a first aid kit. Further medical assistance is available from local EMT and a Lee County Sheriff's deputy is on sight should we need further assistance.

As this event is 100% outdoors with minimal spacing issues and efforts to maintain sanitary conditions as planned – our efforts will ensure a safe environment for all.

Mark Generales

Co-event manager

Lovers Key Boat Show, Market and Seafood Fest

239 676 5676



Memorandum

To: Rotary Club of Bonita Springs and Friends of Lovers Key State Park

From: Lora Taylor

Date: January 6, 2021

Re: Lover's Key Boat Show, Market and Seafood Fest

City Council voted to process special event permit applications on November 4, 2020. The City encourages all event organizers to abide by CDC guidelines and submit COVID safety plans for their event. Should it be determined that the applicant is failing to implement safety precautions related to the coronavirus pandemic, the city may revoke the permit.

The Rotary Club of Bonita Springs and The Friends of Lovers Key State Park's Special Event Application to host a Boat Show, Market and Seafood Fest event on Friday, January 29, 2021 through Sunday, January 31, 2021 has been administratively approved. The applicant expects approximately 3000 attendees over the course of 3 days. The applicant has stated there will be DJ entertainment with amplified music, alcoholic beverages and vendors for food. The applicant has already coordinated with Lee County Sheriff's Office. If needed, the applicant will coordinate with the Community Development Department for any additional permits.

Staff recommends the applicant maintain a noise level no greater than 65 dB from the closest residential property for the duration of the events.

Attachments: Special Event Permit Application
Layout
LCSO Sign-Off
COVID-19 Safety Plan

cc: Jesus Cobos, Support Technician
Arleen Hunter, City Manager

**SPECIAL EVENT
PERMIT APPLICATION**

PERMIT. SEP- 20-14



City of Bonita Springs
9101 Bonita Beach Road

Date Received: _____ Effective Date/Time: _____
Application Fee: \$50.00 Phone: 239/949-6262 Fax: 949-6239
\$25.00 (501C3 organizations)
Fee is non-refundable

Use this form for: Parades, Festival/Carnival, Any Activity Requiring Off-Site Parking, Street Closure, Sound Amplification or City Personnel, Run/Race/Walk, Art Shows, Concerts, Special Musical Presentation, Street Dances, Photography Shoots, and Fireworks. For information call 949-6262.

Completed Special Event Permits take days to process with all necessary attachments and without errors. Your permit will go to the next City Council Meeting after the 45 days. Please take this into consideration when planning your event.

Organization: LOVE MY KEY BOOT SNOW, MARKET AND SEAFOOD FEST
Nature of Event: 3 DAY OPEN AIR NAUTICAL THEMED EVENT BOAT + VENDORS + FOOD
Location (Attach Site Plan): SEE ATTACHED

Date	Set-Up Time	Actual Event Times	Take Down Time
to _____	to _____	to _____	to _____

For letter, _____ to _____ 01/29, 01/30, 01/31, 2021

Has this event been held in the past? YES If so, when was the last event? 01/24, 05, 26 / 2020
Individual Contact for Activity/Event: MARK GENEALLES Phone: 239-676-5676
Address: 9240 BONITA BEACH RD S 2211 BONITA SPRS FL 34135 Fax: 239-676-5677
E-Mail Address: MARKG@SOUTHERNTRUSTFINANCIAL.COM
Major Sponsor(s): BONITA SPRINGS ROTARY / FRIENDS OF LOVE MY KEY
Promoter(s): N/A Phone or Contact #: N/A

1. Crowd: Is anticipated crowd size 1,000 or more?

Yes ☒ No ☐

Actual Anticipated number: 2-3000 in 3 days

2. Parking: Will off-site parking be provided? _____

☐ ☒

Will "shuttle" service to parking be provided? By whom? _____

☐ ☒

4. Noise: Will there be amplified music or entertainment? If yes, please attach type(s) of Entertainment and time(s) of performances(s). Indicated stage location(s) on site plan.

☒ ☐

DJ PLAYING RECORDING AT THE FOOD TENT. NO STAGE - ON GROUND, VOLUME INTENDED FOR TENT ONLY.

- | | Yes | No |
|---|-------------------------------------|-------------------------------------|
| 5. City Co-Sponsorship:
Is City co-sponsorship being requested? If yes, please explain with letter of attachment, listing benefitting organizations. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 6. Fireworks: Is this a public _____ or private _____ display? Applicant must comply with State Law F.S. 791; and NFPA 1123 and obtain any applicable Lee County permit. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7. Banners, Signs, Etc.: Will exterior banners, balloons, signs or other types of advertising techniques be used? Temporary signs may only be placed in accordance with the Sign Ordinance. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. Alcohol Beverages: Will alcoholic beverages be sold <u>X</u> or consumed <u>✓</u> on the premises? Please check one or both. A copy of the Florida Beverages Commission permit is required to finalize before event. Permit Holder: <u>BOYNTON SPRINGS ROTARY CLUB</u>
Division of Alcoholic Beverages and Tobacco: (239) 278-7195. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. Security: Will private security be provided to protect exhibits, equipment or facilities brought on-site for the event? Name of Company: <u>McCrory Group</u>
Contact Number: <u>(722) 754-5045</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. Private Property: Does the applicant own the property where the event is to be held? If not, please attach a letter of permission from the property owner. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 11. Public Safety: Will Police and Fire District Personnel be requested? (Based on responses to questions 1-6 certain Public Safety personnel may be required, i.e., Lee County Sheriff's Office, emergency services, fire, etc. Once staffing needs are determined, applicant will be required to provide copies of its contracts detailing obligated public safety staff necessary for event. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12. Tents/Canopies: Will tents or canopies be used? If yes, indicate on site plan the tent size, location, and type of surface on which the tent(s) will be installed and intended use of each tent. <u>SEE SITE PLAN</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 13. Air Conditioning Units/Power Generators: Will exterior air conditioning units or power generating equipment be operated from vehicles or trailers? If yes, indicate location of equipment on-site plan. <u>SEE SITE PLAN</u> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Food/Cooking: Will food be cooked <u>X</u> catered <u>X</u> on-site during this event? <u>✓</u>
<u>Indicate on site plan the location of vendors and cooking equipment to be used.</u>
(Appropriately rated fire extinguishers required.) Lee County Health Department approval is required to finalize permit before event. Environmental Health Section: (239) 332-9559. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

- | | Yes | No |
|---|-------------------------------------|--------------------------|
| 15. Sanitary Facilities: | | |
| Will temporary sanitary facilities be provided? <u>If yes, indicate location on site plan.</u>
<i>SEE SITE PLAN</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Will disposable cardboard trash receptacles be provided? <u>If yes, indicate on site plan.</u>
<i>SEE SITE PLAN</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Will additional refuse containers/dumpsters be provided? <i>SEE SITE PLAN</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| If yes, by whom: <u>ADVANCED</u> | | |
| 16. Insurance Requirement: (Events on City property or City co-sponsored) Please provide the City of Bonita Springs with a Certificate of Insurance for property and liability coverage of the event, naming the City as additional insured. (Liability - \$1,000,000 each occurrence, \$2,000,000 aggregate; Property Damage - \$500,000). Must be provided to finalize permit before event. | | |

DURING REVIEW BY VARIOUS CITY DEPARTMENTS, ADDITIONAL CONDITIONS MAY BE IMPOSED. THIS PERMIT IS VALID ONLY FOR THE TIME INDICATED ON THIS PERMIT. IN THE EVENT THAT THE APPLICANT FAILS TO FULFILL THE REQUIREMENT(S) AS SET FORTH IN THIS PERMIT OR FAILS TO OBTAIN PROPER AUTHORIZATION TO PROCEED, IF CONDITIONS HAVE CHANGES, OR THE EXPECTED OUTCOMES, IMPACTS, OR SPECIFICATIONS, INCLUDING BUT NOT LIMITED TO TIME AND ACTIVITIES, THE PERMIT MAY BE CANCELLED BY THE CITY MANAGER AND THE ACTIVITY SHALL CEASE IMMEDIATELY.

I, the undersigned, will indemnify, defend and hold harmless, the City of Bonita Springs, its agents, employees, officers and any and all other associates, from and against any and all actions, in law or in equity, from liability or claims for damages, demands or judgments to any person or property which may result now or in the future from the conduct of this event.

The undersigned has read and voluntarily signed the release and waiver of liability and Indemnity Agreement, and further agrees that no oral representations, statements, or inducements apart from the foregoing written agreement have been made.

Signature of Applicant	Date	Comments: _____
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City Manager	Date	Comments: _____
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Application Fee is non refundable.

PLEASE NOTE: Lee County Sheriff's Department will not sign-off on your event unless they see a completed Special Event Packet. This sign-off sheet must be completed by the Lee County Sheriff's Office with your Special Event Packet when you return it to Bonita Springs City Hall.



CITY OF BONITA SPRINGS SPECIAL EVENT DEPARTMENT
9101 BONITA BEACH ROAD | BONITA SPRINGS, FL 34135 | (239) 949-6262

LEE COUNTY SHERIFF'S DEPARTMENT SIGN-OFF

Details Unit - 14750 Six Mile Cypress Parkway | Fort Myers, FL 33912 | (239) 477-1199

Parking:

Parking for the event will be in authorized areas only. Right of way must not be impeded.

Road Closures (Please Explain):

No road closures required for this event. There will be traffic control at the main entrance to keep traffic from backing up & volunteers in the parking lot to assist with parking.

Alcoholic Beverages:

Alcohol will remain within the confines of the beer tent & may not be consumed beyond the confines of the beer tent.

Special Arrangements:

Coordinator has contracted with a FL licensed security company to handle overnight security and event security. Lover's Key State Park will provide a permission letter to the event coordinator allowing a private security company in lieu of LCSO. LCSO will only be responsible for providing extra duty traffic deputies, one per day from 8a-6p.

SHERIFF'S PERSONNEL USE ONLY	
LCSO DETAIL COMMANDER <u>Lt. Steven J. Brady</u>	DATE: <u>12-17-20</u>
SIGNATURE	
DEPUTIES BOOKED FOR EVENT (How Many?): <u>One (1) each day</u> DATE BOOKED: _____	
<i>Please Note: "Deputies Booked for Event" is an estimate. Amount of Deputies may change at any time before or during your event.</i>	

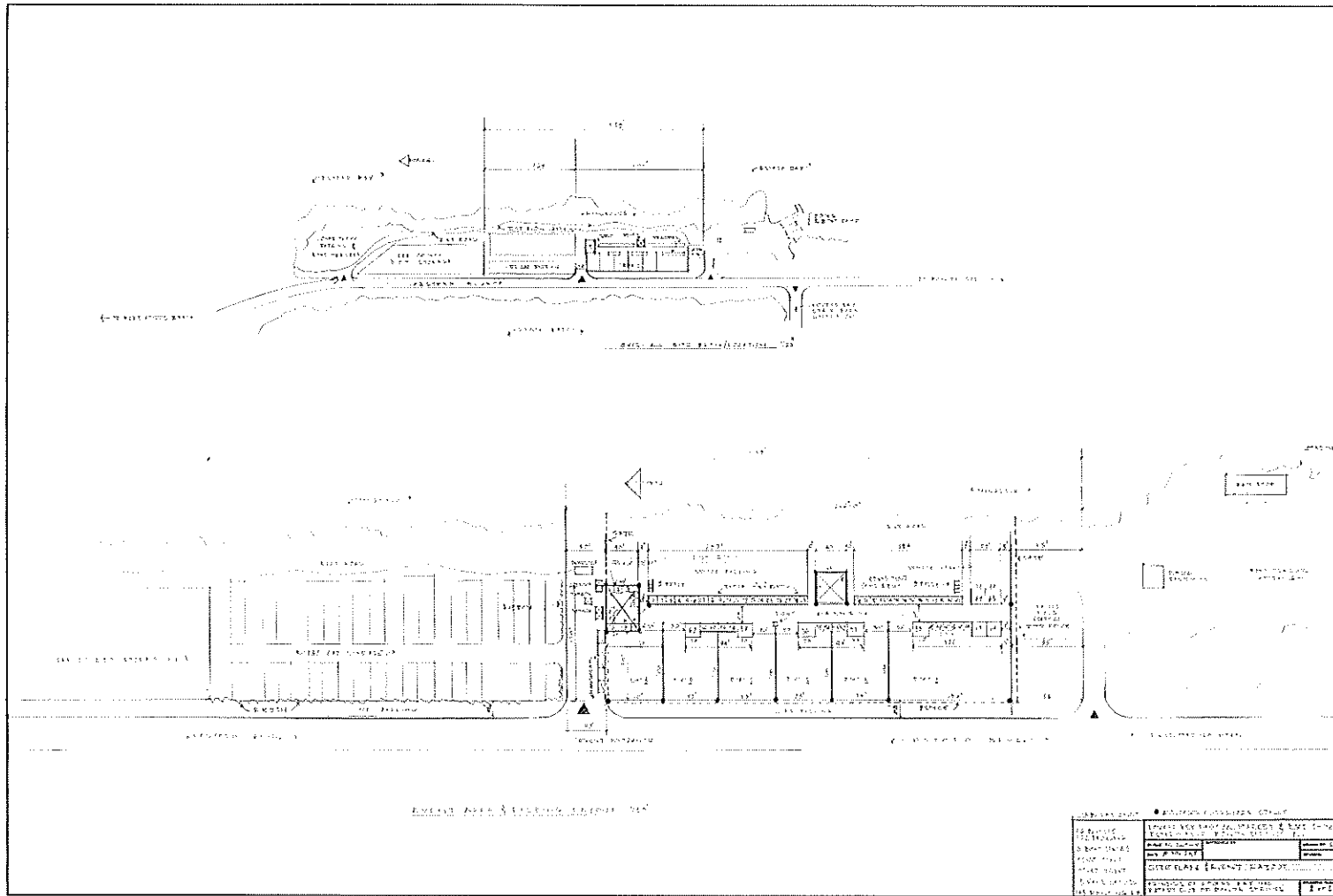
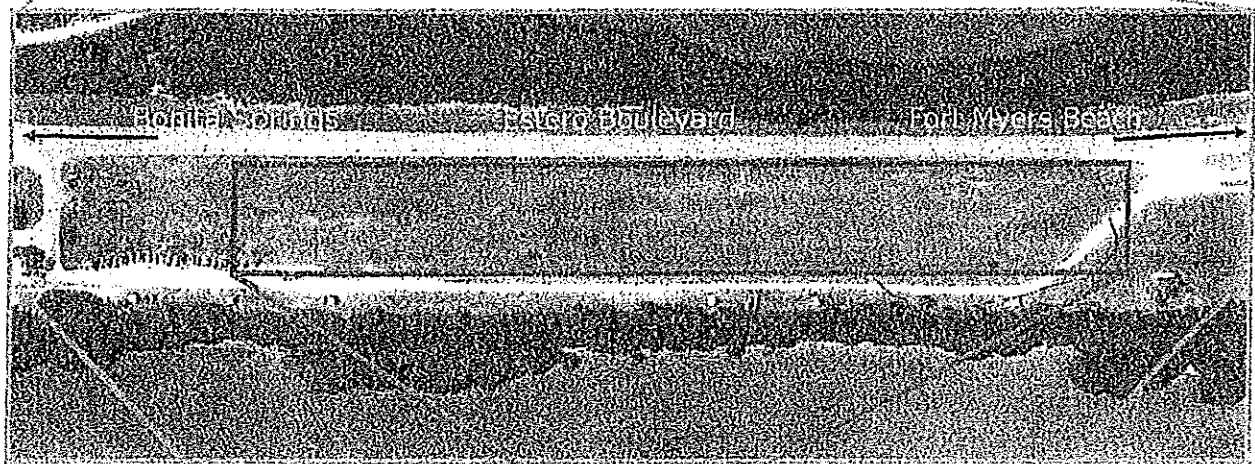
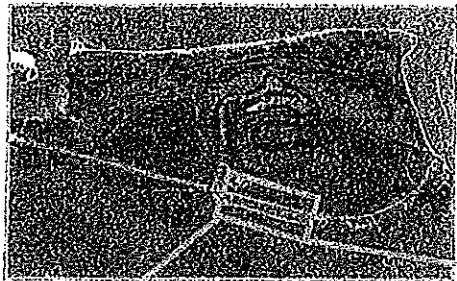


EXHIBIT B

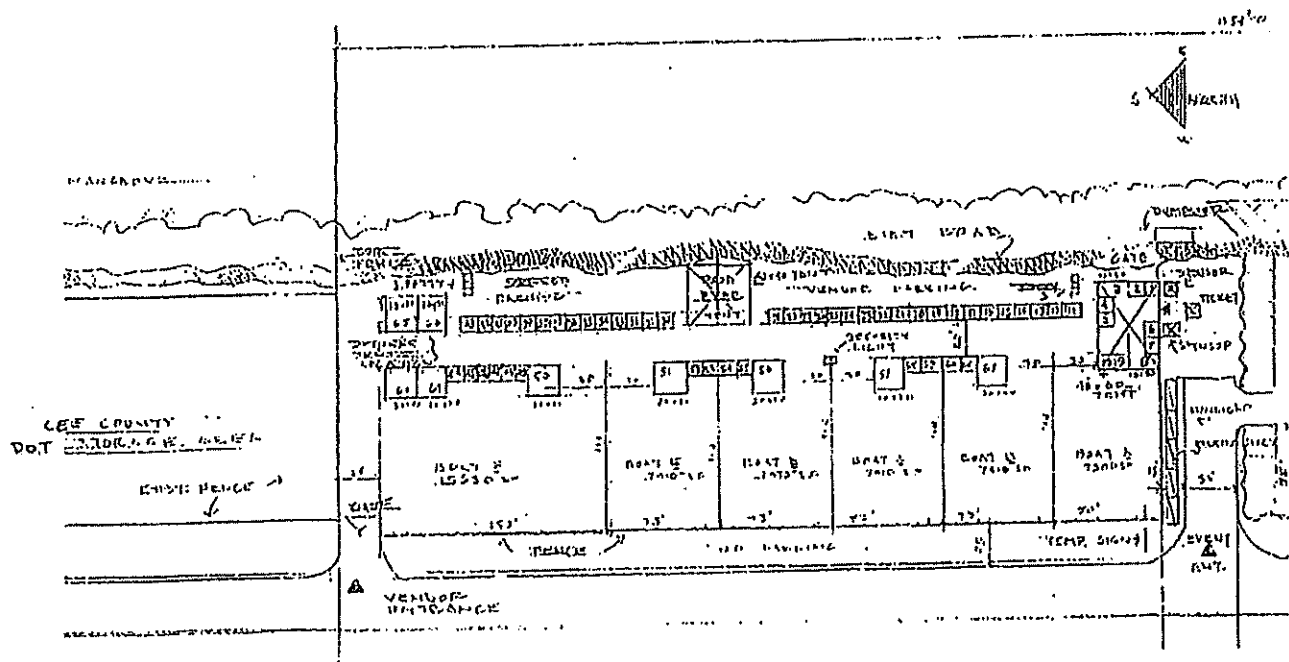


Boat Ramp

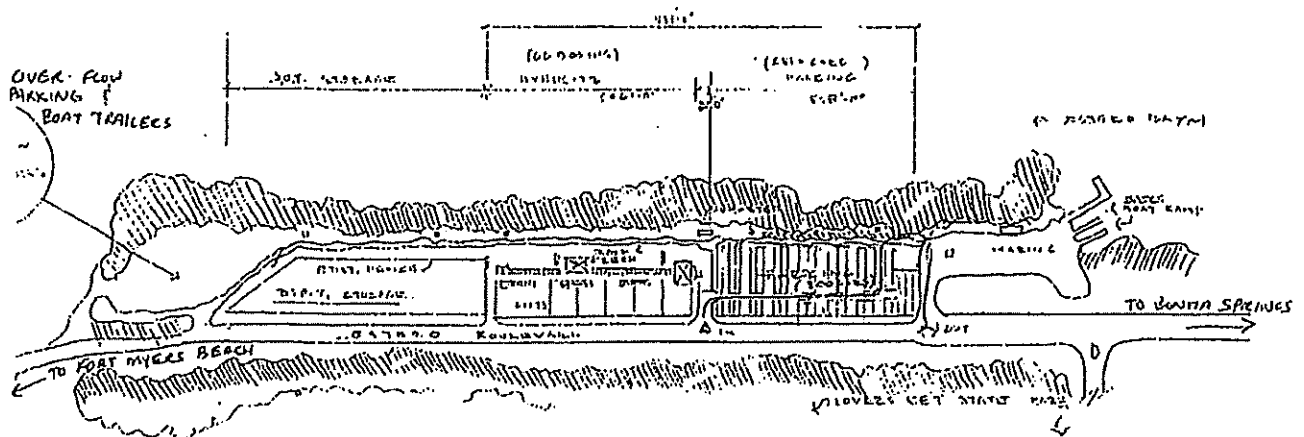
Event Area

Little Carlos Pass

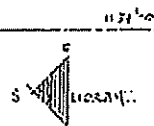
LEFT SIDE (N)



[illegible]



OVERALL SITE PLAN 1/2" = 1' SCALE



Attachment A

Lovers Key Boat Show, Market and Seafood Fest

Event dates

JAN 29, Friday, 2021 9am to 5pm

JAN 30, Saturday, 2021 9am to 5pm

JAN 31, Sunday, 2021 10am to 4pm

Set up dates

Jan 25, Monday, 2021 9am to 5pm

Jan 28 Thursday, 2021 9am to 5pm

Tear down date

Feb 1. Monday, 2021 7am to 12 noon

Lovers Key Boat Show, Market and Seafood Fest

Safety and Covid Plan

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