



AGENDA

SOUTH CAPE COMMUNITY REDEVELOPMENT ADVISORY BOARD

February 7, 2017	3:00 PM	4816 Chester Street
-------------------------	----------------	----------------------------

PLEDGE OF CIVILITY

We will be respectful of each other even when we disagree.
We will direct all comments to the issues. We will avoid personal attacks.

- 1. MEETING CALLED TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. ADOPTION OF AGENDA**
- 5. APPROVAL OF MINUTES**
 - A. December 6, 2016 Regular Meeting
- 6. PUBLIC INPUT**
- 7. ORDER OF UNFINISHED BUSINESS**
 - A. Median Lighting on Cape Coral Parkway Between Del Prado Blvd and Coronado Pkwy
 - B. Cape Coral Art League Dancing with Dolphins
- 8. ORDER OF NEW BUSINESS**
 - A. CRA Resolution 1-17, FY 2017 Budget Amendment #2
 - B. CRA Special Event Sponsorship Grants Policy Discussion
 - C. Celebrate Cape Coral Night Parade
- 9. REPORTS**
 - A. Staff Report
 - B. South Cape Hospitality and Entertainment Association
- 10. COMMENTS**

11. TIME AND PLACE OF NEXT MEETING

A. Tuesday, March 7, 2017 at 3:00 PM at 4816 Chester Street

12. MOTION TO ADJOURN

This agenda should not be viewed as containing definitive information on matters of law with respect to ordinance and resolution summaries.

Item Number:	5.A.
Meeting Date:	2/7/2017
Item Type:	APPROVAL OF MINUTES

AGENDA REQUEST FORM
South Cape Community
Redevelopment Advisory Board



TITLE:

December 6, 2016 Regular Meeting

SUMMARY:

Minutes of the December 6, 2016 Regular Meeting.

Request Motion to Approve.

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▢ Minutes - December 6, 2016 Regular Meeting	Backup Material

**MINUTES OF THE REGULAR MEETING OF THE
CITY OF CAPE CORAL
SOUTH CAPE COMMUNITY REDEVELOPMENT ADVISORY BOARD
Tuesday, December 6, 2016**

4816 Chester Street, Cape Coral

3:00 p.m.

The meeting was called to order at 3:00 p.m. by Vice Chair Biondi

ROLL CALL: Biondi, Keim, Pippenger, and St. Peter were present. Lomonaco and Phillips were excused.

Also present:

Victoria Bateman, CRA Treasurer
Brian Bartos, Assistant City Attorney
Vincent Cautero, DCD Director
Paul Clinghan, Public Works Director
Terri Hall, Community Redevelopment Coordinator
Helen Ramey, Community Redevelopment Specialist

ADOPTION OF AGENDA

Board Member Keim moved, seconded by Board Member Pippenger to approve the Agenda as presented. Voice poll: All "ayes." 4-0 Motion carried.

**APPROVAL OF MINUTES
November 1, 2016 Regular Meeting**

Board Member Pippenger moved, seconded by Board Member Keim to approve minutes of the November 1, 2016 meeting as presented. Voice poll: All "ayes." 4-0 Motion carried.

PUBLIC INPUT

Joe Lentini asked if SE 47th Terrace Streetscape would look similar to the improved City parking lot near The Dollar Tree.

**ORDER OF UNFINISHED BUSINESS
None**

ORDER OF NEW BUSINESS

Recommend Approval of the Selection Advisory Committee (SAC) ranking of the Request for Proposals (RFP) RFP-PW16-94/GM to engage the CPH firm to provide Professional Design Services for Streetscape Improvements SE 47th Terrace.

Executive Szerlag stated the project would be a generational project. There were three items for consideration at today's meeting. The first item as Selection Advisory Committee ranking of the Request for Proposals for all the design work for SE 47th Terrace from Del Prado Boulevard to Coronado Parkway. It would be a bottom up project that included water, sewer, stormwater, street, sidewalks, curb and gutters, brick pavers, street furniture, pedestrian lighting, benches, trash receptacles, shade trees, and up lighting. CPH ranked on top, and they had the best vision.

Jeffrey Satfield of CPH reviewed the presentation with the Board.
Discussion held.

Board Member St. Peter moved, seconded by Board Member Pippenger to recommend Approval of the Selection Advisory Committee (SAC) ranking of the Request for Proposals (RFP) RFP-PW16-94/GM to engage the firm CPH to provide Professional Design Services for Streetscape Improvements SE 47th Terrace

Voice poll: All "ayes." 4-0 Motion carried.

Recommend Approval of the Staff Cost Proposal with Cardno, Inc. for Topical Survey Services Related to the Streetscape Project on S.E. 47th Terrace.

Project Manager Smith informed the Board the City of Cape Coral and the CRA proposed streetscape improvements on SE 47th Terrace. Contracted surveying services were required to obtain survey data within the limits of the project. Staff utilized the Continuing Professional Services Contract with Cardno Inc. to obtain a proposal.
Discussion held.

Board Member Keim moved, seconded by Board Member Pippenger to Recommend Approval of the Staff Cost Proposal with Cardno, Inc. for Topical Survey Services Related to the Streetscape Project on S.E. 47th Terrace.

Voice poll: All "ayes." 4-0 Motion carried.

Recommend Approval of an Interlocal Agreement Between the City of Cape Coral and the Cape Coral Community Redevelopment Agency Related to the Streetscape Project on SE 47th Terrace.

Executive Director Szerlag informed the Board, because the SE 47th Terrace Streetscape project provided a public purpose, the City and the CRA were authorized to pay for the cost of the project. The City and the CRA agreed that prior to a bank loan being issued the City and CRA would enter in to an agreement clearly identifying the terms of the repayment of the bank loan.

Discussion held.

Board Member Pippenger moved, seconded by Board Member Keim to Recommend Approval of an Interlocal Agreement Between the City of Cape Coral and the Cape Coral Community Redevelopment Agency Related to the Streetscape Project on SE 47th Terrace.

Voice poll: All “ayes.” 4-0 Motion carried.

REPORTS

The South Cape Hospitality and Entertainment Associations

Donna Meola, Executive Director for SCHEA stated Bike Night would be held on December 10 and the SCHEA team would staff the beer booths. There would be a meeting on Saturday, December 17 to recruit new volunteers for their organization. The South Cape New Year’s Eve 2017 Trolley event would be held on December 31, 2016.

COMMENTS

Executive Director Szerlag asked if everyone thought the palm trees on Cape Coral Parkway looked great, Steve Neff retired, Paul Clinghan was promoted to Public Works Director, an RFP was Bimini Basin project Manager, and they were in negotiations with Redevelopment Management Associates.

Board Member Biondi – Asked why the paving on Coronado Parkway did not go to Cape Coral Parkway.

Project Manager Smith replied utility work was being done and the area would be paved after the utility work is completed.

Board Member St. Peter – Stated the special events in South Cape have been going very well.

Board Member Keim – Happy and excited to be in South Cape.

Board Member Pippenger – Stated Samaritan Health & Wellness, located in South Cape, was a solution for the under insured or uninsured. The paving, landscaping and lighting looked wonderful.

TIME AND PLACE OF NEXT MEETING

The next regular meeting was scheduled for Tuesday, January 3, 2017, at 3:00 p.m. at 4816 Chester Street, Cape Coral, Florida.

MOTION TO ADJOURN

There being no further business, the meeting adjourned at 3:48 p.m.

Submitted by,

Helen S. Ramey
Community Redevelopment Specialist

Item Number:	7.A.
Meeting Date:	2/7/2017
Item Type:	ORDER OF UNFINISHED BUSINESS

AGENDA REQUEST FORM
South Cape Community
Redevelopment Advisory Board



TITLE:

Median Lighting on Cape Coral Parkway Between Del Prado Blvd and Coronado Pkwy

SUMMARY:

The median improvements on Cape Coral Parkway are nearly complete. One of the last steps is to complete the lighting enhancements.

As mentioned in an email from Terri Hall on January 26, 2017, staff is requesting input from you as to which type of lighting is preferred, the number of trees and a consensus that funding will be available for the maintenance and replacement of the lighting enhancements prior to the purchase and installation of the lighting.

While this type of lighting improves the appearance of an area and sets a positive atmosphere for South Cape there is a considerable amount of maintenance and work involved with the upkeep of this type of enhancement. Although, the initial cost of the lighting is budgeted and approved in our Work Plan, the Agency will still need to identify funding to maintain and replace the lighting enhancements on an annual basis.

ADDITIONAL INFORMATION:

REQUESTED ACTION

1. Motion to recommend approval to purchase the "preferred" lights located in the median on Cape Coral Pkwy between Del Prado Blvd. and Coronado Pkwy. Funding for the purchase and installation of the lighting enhancements are in the FY 2017 Budget and Work Plan.
2. Motion to recommend that staff, in accordance with Procurement Guidelines, request quotes to contract for services to maintain the lighting enhancements and related control systems using funds out of the current year's budget in the amount not to exceed \$30,000 and authorizing the CRA Executive Director or Designee to execute the contract and all renewals. An amendment to the FY 2017 Work Plan will be made accordingly.
3. Motion to recommend funding in FY 2018 Budget in an amount not to exceed \$30,000 for the annual service contract related to the inspection, replacement and maintenance of the lighting enhancements.

Item Number:	7.B.
Meeting Date:	2/7/2017
Item Type:	ORDER OF UNFINISHED BUSINESS

AGENDA REQUEST FORM
 South Cape Community
 Redevelopment Advisory Board



TITLE:

Cape Coral Art League Dancing with Dolphins

SUMMARY:

Dancing with Dolphins Public Art Project

At the June 7, 2016, Regular Meeting, CRA Coordinator Hall informed the Advisory Board of an initiative on the CRA work plan was to bring cultural events to South Cape.

Suzanne Sims, President of the Cape Coral Art League, gave the Board a presentation of the Dancing with Dolphins Public Art Project.

After discussion was held a motion was made to recommend approval of the Dancing with Dolphins Public Art Project for South Cape in the amount of \$4,000.

The Art League has recently submitted possible designs for the dolphin and is ready to move forward. The League is also opened to other design ideas. The League's designs are included in your packet.

We anticipate bringing your recommendation to the CRA Board of Commissioners in April for their approval of purchase and design.

ADDITIONAL INFORMATION:

REQUESTED ACTION

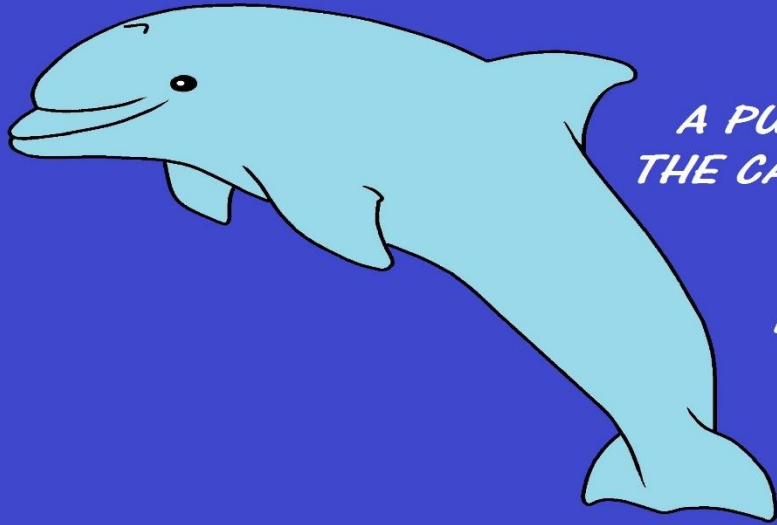
Staff is seeking input from the Advisory Board for the art design for the South Cape Dolphin.

Without objection we will place this on your March agenda for discussion and recommendation.

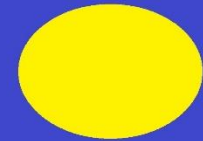
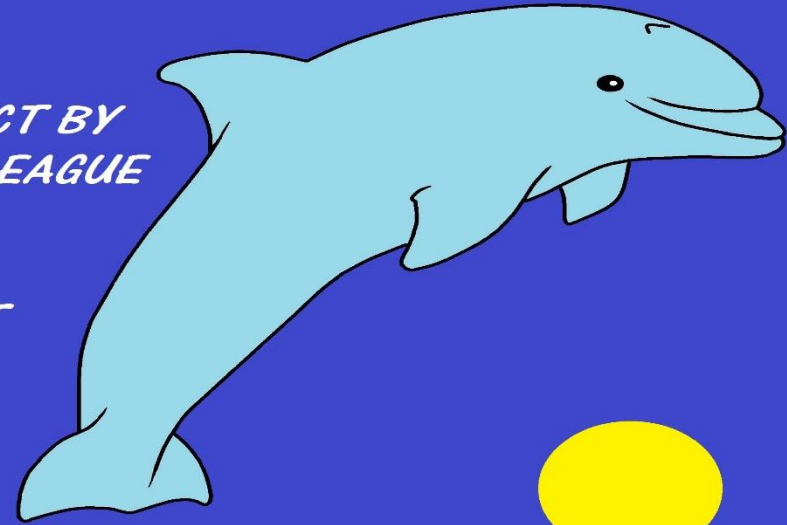
ATTACHMENTS:

Description	Type
□ Dancing with Dolphins Presentation	Backup Material

Dancing with Dolphins!



*A PUBLIC ART PROJECT BY
THE CAPE CORAL ART LEAGUE
AND THE
COMMUNITY
REDEVELOPMENT
AGENCY*



Cape Coral Art League

What Is Dancing With Dolphins?

- ▶ A public arts project to promote the arts and tourism for Cape Coral and celebrate the 50th Anniversary of the Cape Coral Art League.
- ▶ Local artists have created unique designs to be painted on 72 inch fiberglass dolphins.
- ▶ Dolphins will be placed around the city at locations selected by the sponsors.
- ▶ Sponsors will select their preferred design, CCAL will coordinate the process to get them painted and placed at the site.
- ▶ A sign at each dolphin will identify the sponsor and artist.
- ▶ Dolphins can last a minimum of 8-10 years.
- ▶ Treasure Hunt for individual and families to enter a drawing for prizes. Enter by taking a selfie and hashtag.

About the Dolphins

- ▶ Dolphins are made of fiberglass.
- ▶ They are 72 inches tall and weigh 65 lbs before painting.
- ▶ The dolphins are 31 inches front to back, and 29 inches left to right.
- ▶ Once painted, the dolphins will be sprayed with a clear coat weather proof sealant.
- ▶ They are mounted on a 36x36x3 inch concrete base with bolts through flanges on three sides of the dolphin.
- ▶ CCAL will be responsible for transporting dolphins and installing them on site.
- ▶ A sign at each dolphin will identify the sponsor, the name of the dolphin, and the name of the artist.
- ▶ Cost: \$4,000.00



"Bradfin"

Lobster Lady Restaurant
1715 Cape Coral Pkwy W,
Cape Coral, FL 33914



"Discovering Treasures"

Razzle Dazzle & John Michaels Jewelry
1335 & 1331 Cape Coral Pkwy E,
Cape Coral, FL 33904



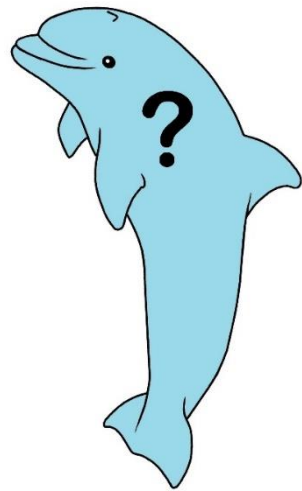
"Scrubby"

Lee Health Cape Coral Hospital
636 Del Prado Blvd,
Cape Coral, FL 33990



"Vincent"

Cape Coral Art League
516 Cultural Park Blvd,
Cape Coral, FL 33990

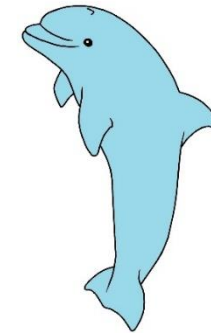


Cape Coral Community Foundation
(pending design)



"Splash"

Kindness Animal Hospital
715 Cape Coral Pkwy W,
Cape Coral, FL 33914



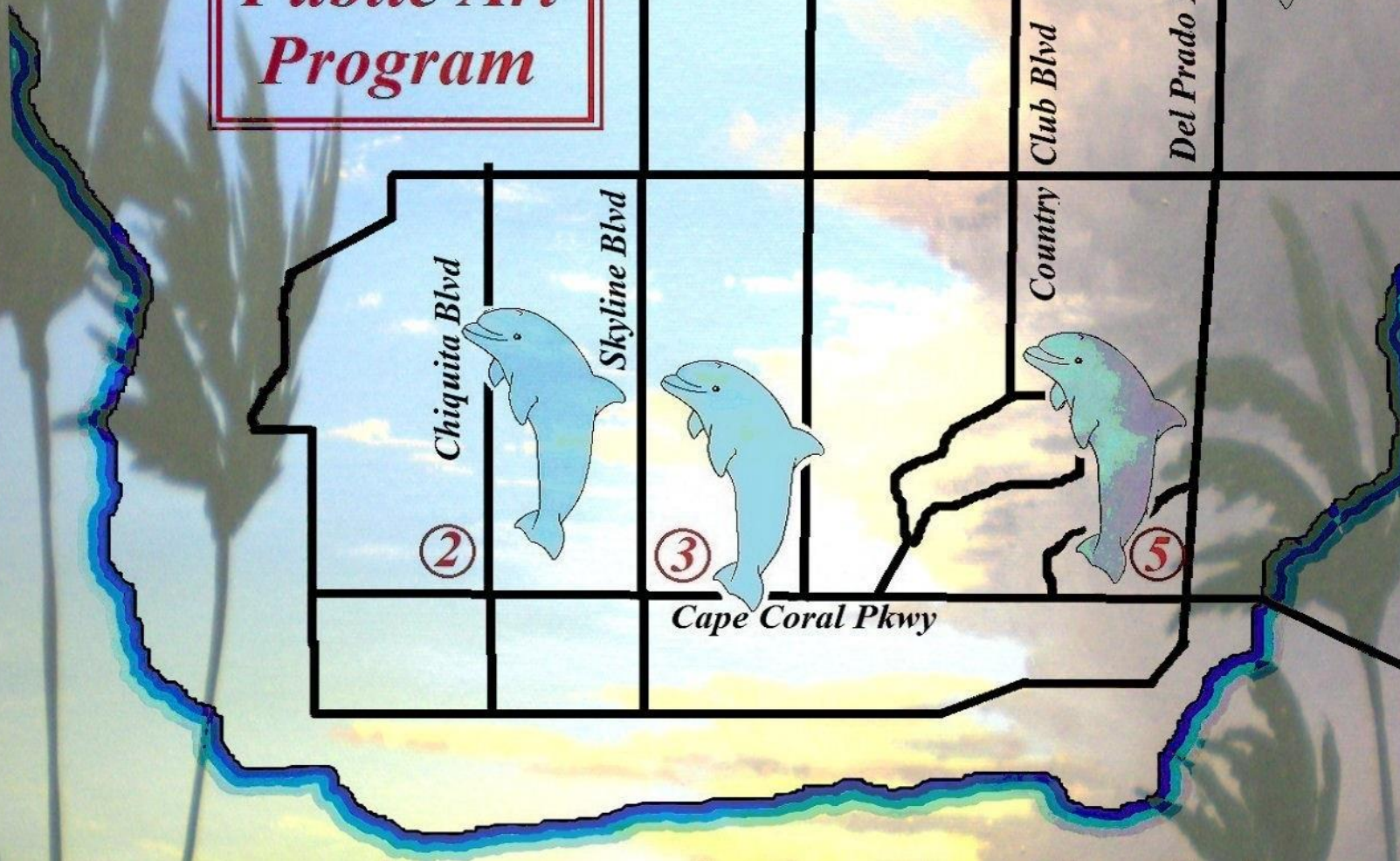
Dolphin Sponsors

Why should you sponsor a dolphin?

- ▶ Advertising! Dolphins will draw local people, visitors and families to follow a map to all the dolphin locations. Your sponsorship will be on the map, which will be distributed throughout the city. There will be prizes for completing the trip to all dolphins.
- ▶ People will be drawn to the dolphin for photo opportunities, to see them closer, and take selfies.
- ▶ The Dolphins will be listed on the Cape Coral Art League webpage with links to sponsor sites, and all advertising related to the project.
- ▶ Donations are tax deductible: we are a 501(c)3 non-profit.
- ▶ It is easy to sponsor. Your sponsorship cost may be spaced out over 2 years. We encourage groups to team to sponsor a dolphin in their area.
- ▶ There is merchandise and advertising to promote the dolphins and your location.
- ▶ Ribbon cuttings and other activities will celebrate the dolphins' arrival and placement around the city.

Cape Coral Art League

*Public Art
Program*



Visit the Dolphins

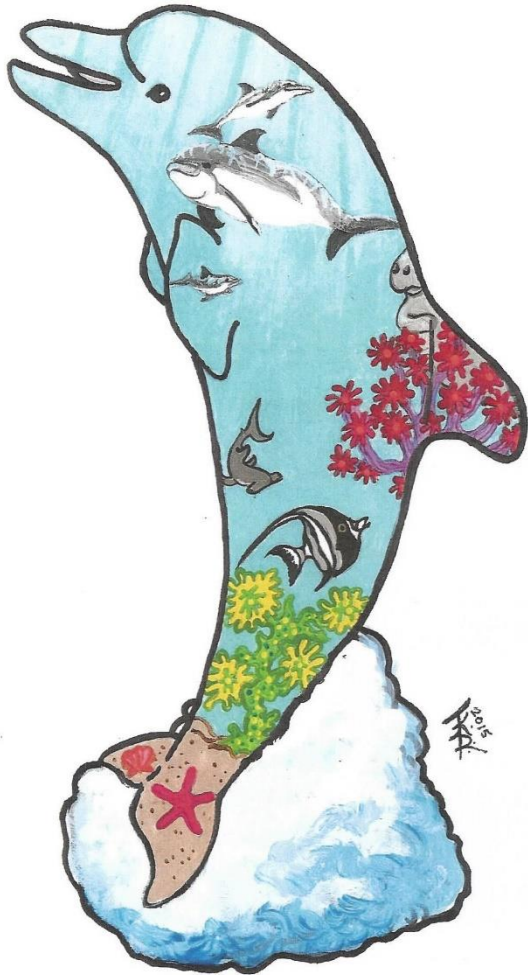
Follow the
TREASURE MAP!

Find your favorite dolphin
and “Like Us”

Prize Drawings from Social
Media



Proposed Dolphin Designs





Thank You for being a Dolphin Sponsor!

Item Number:	8.A.
Meeting Date:	2/7/2017
Item Type:	ORDER OF NEW BUSINESS

AGENDA REQUEST FORM
South Cape Community
Redevelopment Advisory Board



TITLE:
CRA Resolution 1-17, FY 2017 Budget Amendment #2

SUMMARY:

The purpose of this item is to amend FY2017 CRA Operating Budget as Amended on August 22, 2016.

Summary

- Amendment of \$561,296 represent 16.28% change
- True up of Balances Brought Forward
- \$576,129 or 31.58% increase in Operating Fund Balance
- Final CRA Values were \$14,833 lower than TIF Revenue Projections for FY 2017 resulting in a decrease in Ad Valorem Taxes and General Fund Transfer In to reflect Actual Receipt Value
- \$(6,851) Lee County
- \$(7,982) General Fund Transfer In

ADDITIONAL INFORMATION:

Staff is requesting a motion to recommend approval of CRA Resolution 1-17 and FY 2017 Budget Amendment #2.

ATTACHMENTS:

Description	Type
□ Resolution 1-17 Budget Amendment	Backup Material

CRA RESOLUTION 1 - 17

A RESOLUTION OF THE CAPE CORAL COMMUNITY REDEVELOPMENT AGENCY AMENDING RESOLUTION 2-16 WHICH ADOPTED THE BUDGET FOR FISCAL YEAR 2017; AUTHORIZING AMENDMENTS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Cape Coral Community Redevelopment Agency (the "CRA") adopted a budget for the CRA's Fiscal Year beginning October 1, 2016 and ending September 30, 2017; and

WHEREAS, the Community Redevelopment Agency desires to amend its Operating Budget for Fiscal Year 2017.

NOW, THEREFORE, BE IT RESOLVED BY THE CAPE CORAL COMMUNITY REDEVELOPMENT AGENCY BOARD OF COMMISSIONERS:

SECTION 1. Resolution 2-16 of the Cape Coral Community Redevelopment Agency, which adopted the Fiscal Year 2017 Operating Budget, and amended by Resolution 3-16, is hereby amended as detailed in Exhibit A, which is attached hereto and incorporated herein by reference.

SECTION 2. This resolution shall take effect immediately upon its adoption by the governing board of the CRA.

ADOPTED at a regular meeting of and by the Cape Coral Community Redevelopment Agency this _____ day of _____, 2017.

CAPE CORAL COMMUNITY
REDEVELOPMENT AGENCY

By: _____
JOHN CARIOSCIA
CRA Chairperson

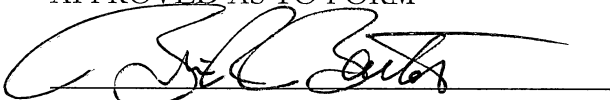
VOTE OF BOARD OF COMMISSIONERS:

BURCH	_____
CARIOSCIA	_____
STOUT	_____
LEON	_____
ERBRICK	_____
WILLIAMS	_____
COSDEN	_____
SAWICKI	_____

ATTEST:

By: _____
JOHN SZERLAG
CRA Executive Director

APPROVED AS TO FORM



BRIAN R. BARTOS
ASSISTANT CITY ATTORNEY
CRA FY17 Budget Amendment #2

EXHIBIT A

CITY OF CAPE CORAL
FY 2017 BUDGET - FUND LEVEL SUMMARY
Community Redevelopment Trust Fund

	FY 2017 AMENDED BUDGET RES. 3-16	BA #2 INCREASE	BA #2 (DECREASE)	FY 2017 AMENDED BUDGET #2 CRA RES. 1-17	BA #2 NET CHANGE
COMMUNITY REDEVELOPMENT TRUST FUND					
<u>SOURCES</u>					
Balances brought forward	\$ 1,824,267	\$ 576,129		\$ 2,400,396	\$ 576,129
Revenues:					
Ad Valorem Taxes	615,653		(6,851)	608,802	(6,851)
Charges for Service	-			-	-
Miscellaneous	5,700			5,700	-
Interfund Transfer	1,001,219		(7,982)	993,237	(7,982)
Total Community Redevelopment Trust Fund Sources	<u>\$ 3,446,839</u>	<u>\$ 576,129</u>	<u>\$ (14,833)</u>	<u>\$ 4,008,135</u>	<u>\$ 561,296</u>
<u>USES</u>					
Personnel, Operating, Capital Expenditures	\$ 3,029,992			\$ 3,029,992	\$ -
Debt Service	-			-	-
Transfers Out	416,847			416,847	-
Reserves	-	576,129	(14,833)	561,296	561,296
Appropriations & Reserves Community Redevelopment Trust Fund	<u>\$ 3,446,839</u>	<u>\$ 576,129</u>	<u>\$ (14,833)</u>	<u>\$ 4,008,135</u>	<u>\$ 561,296</u>

EXHIBIT A

SUMMARY OF FY 2017 ADOPTED BUDGET CRA

FY 2017 Adopted Budget	\$ 3,446,839
Additional Sources/Uses	561,296
FY 2017 Proposed Budget	<u>4,008,135</u>

WHERE THE MONEY COMES FROM

Additional Sources

Balances Forward	\$ 576,129	FY 2016 Year End Fund Balance Adjustment
New Revenue		
Ad Valorem Taxes	(6,851)	TIF Revenue Projection CRA Values Lee County Adjustment
Intergovernmental Funds (Grants/Shared R	-	
Miscellaneous	-	
Fines & Forfeits	-	
Subtotal Revenue	(6,851)	
Other Financing Sources		
Interfund Transfers (In)	(7,982)	TIF Revenue Projection CRA Values City of Cape Coral Adjustment
Debt Proceeds	-	
Subtotal Other Financing Sources	(7,982)	
Total Additional Sources Budget Amendment #1	<u>\$ 561,296</u>	

HOW THE SOURCES ARE DISTRIBUTED

Additional Uses

Expenditures		
Personnel	-	
Operating	-	
Capital Outlay	-	
Debt Service	-	
Subtotal Expenditures	\$ -	
Other Financing Uses		
Interfund Transfers (Out)	-	
Reserves	561,296	Adjustment of Reserves from Balance Carried Forward and TIF Adjustment
Total Additional Uses Budget Amendment #1	<u>\$ 561,296</u>	

Item Number:	8.B.
Meeting Date:	2/7/2017
Item Type:	ORDER OF NEW BUSINESS

AGENDA REQUEST FORM
South Cape Community
Redevelopment Advisory Board



TITLE:

CRA Special Event Sponsorship Grants Policy Discussion

SUMMARY:

To ensure accountability, transparency and to maintain the public's trust, it is a best practice to periodically review the Agency's various policies and programs. Annually, during the month of April, the South Cape Community Redevelopment Advisory Board considers applications and recommends to the Board of Commissioners awards for CRA Special Event Sponsorship Grants. As such, it makes sense to review the program now prior to noticing the community of the upcoming opportunity. Staff is initiating this discussion because it is a best practice. However, since it is a policy decision, it is up to the Board to determine whether or not to continue the program or decide if any changes are necessary.

While the following questions are not meant to represent a complete list of considerations, they are applicable to the program review process and have been provided in an effort to advance a dialog regarding whether or not the CRA wants to continue the program or make any changes.

1. Should CRA Grants be given to non-profit organizations as seed money to establish new events only?
2. As events grow, vendor participation and fees increase, should reliance on CRA grants be reduced?
3. Because the intent of the grant is to put "feet on the street" should the requirements identify a minimum number of participants expected to attend an event?
4. Is granting funds to support these events the best use of resources, or should we dedicate the funds towards other efforts?

If the Board wishes to continue the program, staff has identified some suitable changes relative to the criteria for the eligibility of an event. Possible changes to the current criteria is listed below:

1. Grants are provided to those events that must pass the "but-for" test, meaning that unless the funding is provided the event will not take place; and or,
2. The CRA may make awards up to \$1,500 per event as defined in the guidelines; or,
3. CRA sponsorship grants cannot exceed 25% of the event's total budget in the first year

of support and not exceed 10% thereafter. The special event is expected to attract more than 1,000 people.

Again, this is a policy decision, staff has provided this information for your consideration and direction.

Should the Agency continue the program either with or without changes, staff has worked with the City Auditor to strengthen the procedure related to how and what is required from a grantee when they submit a request for reimbursement of funds. If the program is continued, staff will put an administrative regulation in place and include the information regarding the process for requesting reimbursement in the application packet. See below:

Request for Reimbursement

- Funds are dispersed to grantees on a reimbursement basis after the application is approved, after the event has taken place, and after proof the grantee met all the requirements of the agreement.
- A Reimbursement Form, Event Summary Report (overview of event, number of attendees) and Event Reconciliation Report Form must accompany all grant reimbursement requests.
- The Community Redevelopment Agency will conduct a review of the reimbursement request within 30 days of the receipt of request. The Grantee will be notified of any discrepancies or missing information. If there are no discrepancies or missing information, the reimbursement request will be forwarded to the Treasurer for approval. Upon approval, the reimbursement request will be forwarded to the Finance Department for payment.

This matter including your recommendation will be placed on the CRA Board of Commissioner's meeting on February 21st.

Provided the Agency continues the program, staff will notify the community that the CRA is accepting applications for Fiscal Year 2018. The deadline to submit an application is March 23, 2017. Presentations to the Advisory Board will be held during their April meeting.

ADDITIONAL INFORMATION:

Actions Requested

1. Provide staff direction.
2. If applicable, a motion making a recommendation to the Board of Commissioners to discontinue or make changes to the program.

ATTACHMENTS:

Description	Type
□ FY 2017 Summary CRA Special Event Sponsorship Grants	Backup Material

CRA SPECIAL EVENTS SPONSORSHIP Fiscal Year 2017		GRANT APPLICATION	FY 2017		
EVENT	HOST	Amount Requested	Recommended by Advisory Board	Approved By CRA Board	
Festival of the Arts	Rotary Club	\$10,000	\$10,000	\$10,000	
Cardboard Boat Regatta Four Freedoms Park	Rotary Club	\$3,000	\$3,000	\$3,000	
Bike Nights 4X Oct, Dec, Feb, Apr	Parks and Recreation	\$4,000	\$4,000	\$4,000	
Veterans Day Parade	Parks and Recreation	\$1,000	\$1,000	\$1,000	
Holiday Boat-A-Long December	Parks and Recreation	\$1,000	\$1,000	\$1,000	
Symphony - Taste of the Cape	Parks and Recreation	\$1,000	\$1,000	\$1,000	
Red White and Boom July 4th	Parks and Recreation	\$2,500	\$2,500	\$2,500	
Symphony at Sunset Four Freedoms Park	Gulf Coast Symphony	\$5,000	\$4,000	\$4,000	
Touch A Truck	South Cape Enter. Assoc.	\$3,000	\$2,000	\$2,000	
Holiday Festival of Lights	Chamber of Commerce	\$2,500	\$2,500	\$5,000	
Cape Coral Farmer's Market	Chamber of Commerce	\$2,500	\$0	\$0	
Holiday Festival of Lights - New Holiday Tree	Chamber of Commerce	\$10,000	\$0	\$0	
Freedom 5K Run	Chamber of Commerce	\$2,500	\$2,000	\$2,000	
Relay for Life	American Cancer Society	\$2,500	\$2,000	\$2,000	
Blind Feet Shopping the Street	Lighthouse of SW FL	\$2,500	\$1,500	\$1,500	
TOTAL		\$53,000	\$36,500	\$39,000	

Item Number:	8.C.
Meeting Date:	2/7/2017
Item Type:	ORDER OF NEW BUSINESS

AGENDA REQUEST FORM
South Cape Community
Redevelopment Advisory Board



TITLE:

Celebrate Cape Coral Night Parade

SUMMARY:

The South Cape Hospitality Association has submitted a CRA Special Event Sponsorship Grant application in the amount of \$2,000 for a new event "Celebrate Cape Coral Night Parade" to be held on Saturday, March 4, 2017 at 7:00 PM. This parade will be held in South Cape along SE 47th Terrace.

Because of unforeseen reasons, "Touch A Truck" hosted by the South Cape Hospitality Association will not be held in FY 2017.

The South Cape Hospitality Association is requesting the \$2000 which was approved in the FY 2017 approved be transferred to the Celebrate Cape Coral Night Parade.

ADDITIONAL INFORMATION:

Staff is requesting a motion to recommend the transfer of \$2000 approved in the FY 2017 budget, from the "Touch A Truck" event to the "Celebrate Cape Coral Night Parade".

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Application - Celebrate Cape Coral Night Parade	Backup Material



Cape Coral Community Redevelopment Agency

4816 Chester Street
Cape Coral, FL 33904
(239) 242-3737

SPECIAL EVENT SPONSORSHIP GRANT APPLICATION

Please Type or Print Legibly

Organization/Business Name: South Cape Hospitality Association

Address: 1217 Cape Coral Pkwy E #103

City, State: Cape Coral FL Zip: 33904

Telephone: 239 900 4028 Fax: _____

Email: Donna@southcapeentertainment.com

Federal ID #: 46-2683412 501(c)(3)#: 501(C)6 ^{cooperative} business org.

Contact Name/Title: Donna Meola

Event Name: Celebrate Cape Coral Night Parade

Has this program received funding from the CRA in the past? ☐ Yes ☒ No

If yes, when? _____ How much? \$ _____

Amount requested: \$ 2,000.00 transfer from Touch A Truck event


As an attachment, not to exceed three pages, please provide the following:

☒ Description of the organization/business, its mission statement and a listing of the Board of Directors (where applicable).

☒ Description of the event that funds are being requested for, including demographic that is being served, number expected to be served, and benefit derived by the community. Identify how the event supports the mission of the CRA.

- ☒ Budget of the event identifying funding sources and expenditures. Please use the attached form and be sure to identify what expenses a CRA grant would fund. Budgets should be for the year funding is requested. Please feel free to attach a narrative explaining your budget.
- ☐ If this event was held in prior years, include results from the most recent year, including financial and actual demographical information. N/A
- ☒ Description of how CRA sponsorship, if granted, would be publicly acknowledged (i.e. CRA logo to be used on printed materials, any promotional material, event brochures, etc. that may be available.

I certify that, to the best of my knowledge, the information contained in this application is accurate and true.

	<u>1/22/17</u>
Signature	Date
<u>St Donna Meola</u>	<u>Executive Director</u>
Printed Name	Title

MISSION STATEMENT

South Cape Entertainment Association

South Cape Entertainment Association is a non-profit organization, and our mission is to facilitate a cooperative partnership among businesses within the district to create a welcoming and unique year round shopping, dining, and entertainment destination where people will have memorable experiences and want to return; the improved economic viability will be returned to promote and enhance the distinctive area known as South Cape.

BOARD OF DIRECTORS

South Cape Entertainment Association

Shelly Cranford, President

Denise Wood, Vice President

Magdalena Tengroth-Dyberg, Director

Lynn Pippenger, Director

Stephen Christou, Treasurer

Theresa Knazek, Director

In 1957 two brothers, Leonard and Jack Rosen, from Baltimore, Md., spent weeks looking over Southwest Florida for a piece of property to develop. Late that year they purchased a parcel of land from Grandville Keller and Franklin Miles, (owner of the Alka Seltzer Company) for \$678,000. The land once known as Redfish Point was renamed Cape Coral. The development company, Gulf American Land Corporation started what was to be known as the "Waterfront Wonderland." Ground was broken on Nov. 4, 1957. On June 10, 1958, the first residents moved into their home in the southeastern part of the Cape. At that time a waterview homesite sold for \$990, waterfront, \$1,990 and riverfront \$3,390. Property sales reached over \$9 million the first year. By 1965 approximately 500 prospects a day toured the property. When sales reached a peak in 1969, Cape Coral was sold to General Acceptance Corporation of Allentown.

This parade is being held to celebrate the 60th anniversary of the founding of Cape Coral, this is a first year event for SCHEA, and we hope to continue annually. An event of this nature ties in perfectly with both the CRA and SCHEA mission statements that will show everyone the fun that we are having living, working, dining and being entertained in the South Cape. This is a family friendly event and we hope to bring 3500+ people to South Cape in our first year.

SCHEA

Proposed Budget for Celebrate Cape Coral Night Parade 2017

Income: No Sponsorships at present

Expenses:

Police Detail-Security	\$	2,500.00
Road Closure	\$	900.00
Port a Potty's	\$	550.00
Tower Lights (4)	\$	600.00
Podium & Microphone	\$	300.00
Advertising	\$	1,000.00
No Parking Signs	\$	350.00
Fuel	\$	30.00
Total Expenses		\$ 6,230.00

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/17/2017

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 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 BB&T-Oswald Trippe and Company 13515 Bell Tower Drive Fort Myers, FL 33907 239 433-4535	CONTACT NAME: Pam Gillmore PHONE (A/C, No, Ext): 239 433-4535 FAX (A/C, No): 866-881-5271 E-MAIL ADDRESS: pgillmore@bbandt.com														
INSURED The South Cape Hospitality Association Inc; The South Cape Entertainment 1217 E Cape Coral Parkway #103 Cape Coral, FL 33904	<table border="1"> <thead> <tr> <th data-bbox="779 451 1364 483">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1364 451 1500 483">NAIC #</th> </tr> </thead> <tbody> <tr> <td data-bbox="779 483 1364 514">INSURER A : United States Fire Insurance Co</td> <td data-bbox="1364 483 1500 514">21113</td> </tr> <tr> <td data-bbox="779 514 1364 546">INSURER B : Great American Insurance Compan</td> <td data-bbox="1364 514 1500 546">16691</td> </tr> <tr> <td data-bbox="779 546 1364 577">INSURER C :</td> <td data-bbox="1364 546 1500 577"></td> </tr> <tr> <td data-bbox="779 577 1364 609">INSURER D :</td> <td data-bbox="1364 577 1500 609"></td> </tr> <tr> <td data-bbox="779 609 1364 640">INSURER E :</td> <td data-bbox="1364 609 1500 640"></td> </tr> <tr> <td data-bbox="779 640 1364 659">INSURER F :</td> <td data-bbox="1364 640 1500 659"></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : United States Fire Insurance Co	21113	INSURER B : Great American Insurance Compan	16691	INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : United States Fire Insurance Co	21113														
INSURER B : Great American Insurance Compan	16691														
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

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 INSR 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 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		USS316337USL30440	06/25/2016	06/25/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Directors&Officer		EPP1817618	06/25/2016	06/25/2017	\$1,000,000
A	Liquor Liability		USS316337USL3044	06/25/2016	06/25/2017	\$1,000,000

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

City of Cape Coral is included as Additional Insured

RE: Celebrate Cape Coral Night Parade, March 04, 2017

CERTIFICATE HOLDER

CANCELLATION

City of Cape Coral
 P.O. Box 150027
 Cape Coral, FL 33990

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

Ad B. One

© 1988-2014 ACORD CORPORATION. All rights reserved.

Cape Coral Police Department Off-Duty Detail Assignment

2016 Fee Schedule Permit/Application

Thank you for inquiring about the availability of off-duty officers for security services or other related functions. The following represents the hourly rates associated with this service:

<u>Vendor Hourly Rate</u>	<u>Category</u>
\$40.50	Officer
\$53.50	Sergeant
\$66.50	Holiday*
\$66.50	Emergency**

These fees are for regular contracted off-duty assignments. The minimum charge is 3 hours. Notification of a detail 2 business days or less will be charged the *EMERGENCY RATE*. *Payment is due prior to the assignment in the form of a Cashier's Check or Money Order made payable to the City of Cape Coral Police Department. No Personal Checks will be accepted.*

PERMIT CANCELLATION

The Cape Coral Police Department reserves the right to cancel a permit assignment at anytime. The vendor may cancel a permit assignment by contacting the Police Department at least 24 hours in advance of the date and time of the permit assignment. *Notice less the 24 hours may be subject to the minimum 3 hour payment per officer.*

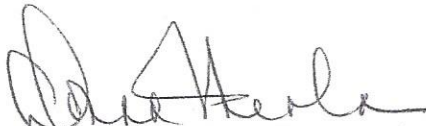
STATUS OF OFFICERS PERFORMING WORK PERMIT ASSIGNMENTS

Police officers performing work permit assignments under the terms of a permit shall be deemed to be on duty. Thus, their principal responsibility will be to the Cape Coral Police Department and citizens of the community. Work permit assignments may be terminated at any time in the interest of the Police Department and citizens of the community.

STAFFING PROVISIONS

All permit assignment applications will be reviewed. If staffing needs are determined to be insufficient or overstaffed the police supervisor in charge shall have the discretion to increase or reduce dedicated staffing. Any difference in costs shall be borne by the Vendor.

If a work permit assignment requires 4 or more officers or if the opinion of Special Operations is needed, a supervisor shall be assigned as officer in charge of the permit assignment.



Signature of Applicant

11/16/17

Date

Permit #: _____

CAPE CORAL POLICE DEPARTMENT

(To be completed by applicant)

VENDOR NAME: South Cape Hospitality and Entertainment Association**ADDRESS:** 1217 Cape Coral Pkwy #103Cape Coral, FL 33904**BILLING ADDRESS:** _____Same**PHONE(S) #** 239 900 4028**EMAIL ADDRESS** donna@southcapeentertainment.com**SERVICE LOCATION:** SE 47th TerraceRoute heading west from SE 15th Ave to SE 8th Ct**PERMIT SERVICE DATE(S)** March 4, 2017**HOURS: FROM:** 7 A.M./P.M. **TO:** 8:30 A.M./P.M.
(Please be very specific; days/nights, dates times, length of contract, etc.)**NUMBER OF OFFICER(S)** _____ **NUMBER OF SERGEANT(S)** _____**DESCRIPTION OF SERVICE** Parade (Celebrate Cape Coral Night Parade)**NAME AND PHONE NUMBER OF MAIN CONTACT FOR OFFICERS TO REPORT TO DURING EVENT:****NAME:** Donna Meola**PHONE:** 239 900 4028

(To be completed by Applicant)

I, Donne Meola, as an authorized representative of South Cape Hospitality + Entertainment Assn, hereby acknowledge that I have read and understand the attached fee schedule and conditions which I have signed and dated as part of this application, and I further agree that S.C.H.E.A will abide by and be subject to these conditions in all respects if a permit is issued as a result of this application. In addition, S.C.H.E.A, through its authorized representative, hereby agrees to hold harmless and indemnify the City of Cape Coral and its employees from any and all claims, or lawsuits, injuries or damages suffered by S.C.H.E.A or its employees, customers, patrons or invitees during the term of any permit that is issued as a result of this application.

Donne Meola Exec. Dir.

Signature of Authorized Representative

Donne Meola

Print Name of Authorized Representative

*HOLIDAY RATE DATES: Thanksgiving (from 0700 Thurs to 0700 Mon) Christmas (from 1800 12/24 to 0000 12/26) New Years (from 1800 12/31 to 2359 1/1) Easter (from 0700 Sun to 0700 Mon)

** If a detail runs 2 or more hours longer than originally requested, the first hour will be charged at the regular rate and the second hour and beyond will be charged the emergency rate.

Inquiries may be directed to: (239) 574-0654 or Fax (239) 242-5367 Attn: Collette Haenes

PERMIT

(To be completed by the Cape Coral Police Department)

The above application for permit is hereby accepted and granted. The application together with the attached fee schedule and conditions are accepted and constitute the terms and conditions of this permit.

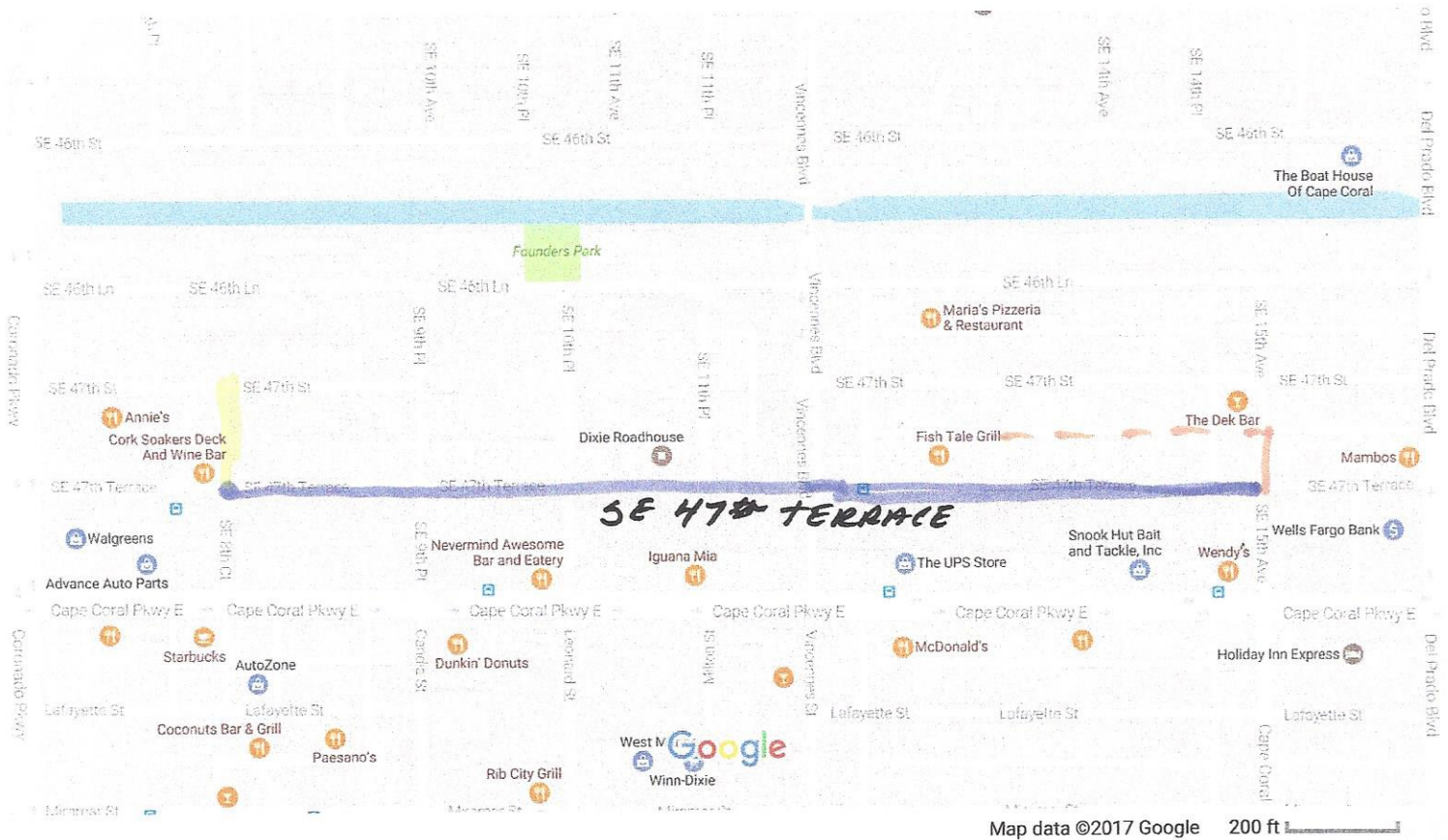
The above application for permit is hereby denied:

Denied Signature

Rank

Date

Google Maps Cape Coral



Map data ©2017 Google 200 ft

● STAGING AREA

● PARADE ROUTE

● END OF PARADE - EXIT