



1015 Cultural Park Blvd.
Cape Coral, FL 33990

AGENDA
MEETING OF THE CITY OF CAPE CORAL
BUDGET REVIEW COMMITTEE

October 4, 2021	9:00 AM	Council Chambers
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1. Call to Order

A. Vice Chair Eidson

2. Roll Call:

A. Badalow, Eidson, Gruber, Merchant, Shadrach, Starnes, Stevens,
and Alternate Battle

3. Public Input

A. A maximum of 60 minutes is set for input of citizens on matters
concerning the City of Cape Coral Budget; 5 minutes per individual

4. Business

- A. Election of Chair
- B. Approval of Meeting Minutes - September 13, 2021
- C. GO Bond Review - Parks and Recreation Director Kerry Runyon;
Assistant Public Works Director Michael Ilczyszyn
- D. Meeting Plans for 21-22 Session - Vice Chair Eidson

5. Member Comment

6. Date and Time of Next Meeting:

A. The next meeting of the Budget Review Committee will be held on
Monday, November 8, 2021 at 9:00 a.m., in Council Chambers.

7. Adjournment

In accordance with the Americans with Disabilities Act and Section of 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Office of the City Clerk at least forty-eight (48) hours prior to the meeting. If hearing impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771 (TDD) or 1-800-955-8770 (v) for assistance.

If a person decides to appeal any decision made by the Board/Commission/Committee with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

Item Number:	4.B.
Meeting Date:	10/4/2021
Item Type:	Business

AGENDA REQUEST FORM
CITY OF CAPE CORAL



TITLE:

Approval of Meeting Minutes - September 13, 2021

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▢ Meeting Minutes - September 13, 2021	Backup Material

**MINUTES OF THE SPECIAL MEETING OF
THE CAPE CORAL BUDGET REVIEW COMMITTEE**

Monday, September 13, 2021

COUNCIL CHAMBERS

9:00 a.m.

Chair Botkin called the meeting to order at 9:00 a.m.

ROLL CALL: Botkin, Eidson, Gruber, Merchant, and Starnier were present.
Committee Members Scheele and Stevens were excused.

ALSO PRESENT: Tom Hayden, Council Liaison
Mark Mason, Financial Services Director
Jo-Anne Velotti, Assistant Management Budget Administrator

Public Input

None.

BUSINESS

**Approval of Meeting Minutes – July 12, 2021
Approval of Meeting Minutes – July 19, 2021
Approval of Meeting Minutes – July 26, 2021
Approval of Meeting Minutes – August 2, 2021
Approval of Meeting Minutes – August 4, 2021
Approval of Meeting Minutes – August 5, 2021
Approval of Meeting Minutes – August 9, 2021
Approval of Meeting Minutes – August 13, 2021
Approval of Meeting Minutes – August 23, 2021**

Chair Botkin stated that the Minutes from July 12, 2021 through August 23, 2021 were distributed before the meeting for review and were being presented for approval.

Committee Member Merchant moved, seconded by Committee Member Gruber, to approve the Meeting Minutes from July 12, 2021, July 19, 2021, July 26, 2021, August 2, 2021, August 4, 2021, August 5, 2021, August 9, 2021, August 13, 2021, August 23, 2021, as presented. Voice Poll: All “ayes.” Motion Carried.

Agenda Review – Public Input

Chair Botkin requested a motion removing the second Public Input (Item 5 on the Agenda).

Discussion held regarding Public Input and ability to re-open Public Input if needed.

Committee Member Gruber moved, seconded by Committee Member Merchant, to remove the second Public Input (Item 5. Public Input) from the BRC Agenda.

Discussion held regarding second Public Input removal.

Committee Polled as follows: Botkin, Gruber, and Merchant voted “aye.” Eidson and Starner voted “nay.” Motion carried 3-2.

Review of Financial Statements – Chair Botkin

Chair Botkin reviewed the CAFR/Financial Statements as follows:

- Highest level of external financial reporting
- GASB only present basic financial statement
- Combines individual sections
- External Auditors provide opinion on Basic Statements
- Transmittal Letter
- Certificate of Achievement
- Independent Auditors’ Report
 - Unmodified (Unqualified) Report
 - Qualified Opinion
 - Adverse Opinion
 - Disclaimer Opinion
- Management’s Discussion And Analysis
- Basic Financial Statements
- Statement of Net Position – all assets and liabilities of the City
- Statement of Activities
- Balance Sheet – General Funds
- Major Funds
- Balance Sheet – Governmental Funds
- Current Liabilities
- Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds
- Statement of Net Position Proprietary Funds
- Notes to the Financial Statements
 - Fund Balance
- Long-Term Liabilities
 - Governmental Activities
 - Business-Type Activities Debt
- Construction and Other Significant Commitments
- Fund Balances
 - Nonspendable
 - Restricted

- Budgetary Comparison Schedule – General Fund
 - Budgeted Amounts
 - Original
 - Final
 - Actual Amounts
 - Variance with Final Budget Positive (Negative)
- Nonmajor Governmental Funds – Special Revenue Funds
- Statistical Section
- Fund Balances of Governmental Funds – Last Ten Fiscal Years
- Impact Fee Revenue – Last Ten Fiscal Years
- Property Valuations – Last Ten Fiscal Years
- Property Tax Levies and Collections – Last Ten Fiscal Years
- Operating Indicators by Function/Program
- Internal Auditor
- Schedule of Expenditures of Federal Awards and State Financial Assistance

Discussion held as follows:

- Reason to review the Comprehensive Annual Financial Report
- Provides basic understanding of Fund Structure and Revenue Sources
- Information contained in the Statistical Section
- Mayor's Report from Budget Sessions and expectations for BRC
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- Future Millage Rate discussions
- Yacht Club construction, repairs, closure, and timeline
- Importance and impact of Council meetings for the BRC

Public Input

None.

Member Comments

Committee Member Gruber requested clarification regarding the number of bridges maintained by the City of Cape Coral.

Financial Services Director Mason stated the City is responsible for all 150 bridges. He explained there are bridges that are inspected by the State. The City is responsible for maintenance of bridges on City roadways.

Committee Member Gruber inquired if a copy of the proposal regarding Sun Splash would provide clarity regarding the net impact.

Financial Services Director Mason stated it would not provide clarity and the report is confidential. The report would be made public if a potential lease was contracted.

Committee Member Gruber opined that the focus for the BRC should be what is or isn't in the Budget and find ways to discuss the budget in terms of specifics and impact.

Committee Member Merchant requested clarity for the next meeting regarding the GO Bond and why has it increased.

Financial Services Director Mason responded it is the General Obligation Bond for the building of the seven new neighborhood parks and expansion of community parks. The total cost of the potential bond was \$60M. As new parks and features come online, they need to be maintained. The most recent budget included approximately 25 positions associated with the new parks.

Council Liaison Hayden stated an Agenda Item for the October 2021 meeting with Directors Mason and Runyon to provide information regarding the GO Bond Project.

Chair Botkin stated his term expires September 30, 2021 and he will not re-apply. Therefore the BRC will need to appoint a new Chair.

Vice Chair Eidson stated he appreciated Chair Botkin's leadership, and he opined that a better understanding of the Budget will produce better recommendations.

Committee Member Merchant thanked Chair Botkin for his work with the BRC.

Date and Time of Next Meeting

The next meeting of the Budget Review Committee will be held on Monday, October 4, 2021 at 9:00 a.m. in Council Chambers.

Adjournment

There being no further business, the meeting was adjourned at 10:28 a.m.

Submitted by,

Rose DePaula
Recording Secretary

Item Number:	4.C.
Meeting Date:	10/4/2021
Item Type:	Business

AGENDA REQUEST FORM

CITY OF CAPE CORAL



TITLE:

GO Bond Review - Parks and Recreation Director Kerry Runyon; Assistant Public Works Director Michael Ilczyszyn

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▣ Parks GO Bond	Backup Material



Parks GO Bond Update
August 25, 2021



Presentation Outline

1. Design Update
2. Pre-Construction Activities Update
3. Bidding Update
4. Budget Update
5. Renderings Update
6. Website
7. Questions and Comments

Design Update

	A	B	C	D	E	F	G	H
	30% Design	60% Design	90% Design	100% Design	Site Development Permit Submittal	Site Development Permit Approval	SFWMD Permit Status	ACOE Permit Status
Community:								
Lake Kennedy Racquet Center (Phase 1)				X	X		Approved	N/A
Festival Park (Phase 1)				X	X		Approved	N/A
Yellow Fever Creek Nature Center (Phase 1)				X	X		Pending	N/A
Yacht Club (Phase 1)		X					Pending	Pending
Neighborhood:								
Cultural Park				X		X	Approved	N/A
Gator Circle Park				X		X	Approved	N/A
Lake Meade Park (Phase 1)				X		X	Pending	Approved
Oasis Woods Park				X		X	Pending	N/A
Sands Park				X		X	Pending	N/A
Crystal Lake Park				X	X		Pending	Pending
Tropicana Park				X	X		Pending	Pending
Miscellaneous:								
Giuffrida Park				X		X	N/A	N/A
Del Prado Linear Park				X		X	N/A	N/A
Shade Structures				X		N/A	N/A	N/A

Pre-Construction Activities Update

	A	B	C	D	E
	Ownership & Encumbrance Title Work	Utility Letter of No Objections	Utility Relocations Utility Demolition	Replat Approved	Shoreline Exotic Removal and Grading
Community:					
Lake Kennedy Racquet Center (Phase 1)	X	partial	Pending		X
Festival Park (Phase 1)					In process
Yellow Fever Creek Nature Center (Phase 1)	N/A	N/A	N/A	N/A	N/A
Yacht Club (Phase 1)					N/A
Neighborhood:					
Cultural Park	N/A	N/A	N/A	N/A	N/A
Gator Circle Park	X	X	N/A	X	N/A
Lake Meade Park (Phase 1)	X	partial	Pending		Invasive complete
Oasis Woods Park	N/A	N/A	N/A	N/A	N/A
Sands Park	N/A	N/A	N/A	N/A	N/A
Crystal Lake Park	X	partial	N/A		X
Tropicana Park	X	partial	N/A		ACOE Permit Rqd
Miscellaneous:					
Giuffrida Park	N/A	N/A	N/A	N/A	N/A
Del Prado Linear Park	X	X	N/A	DCD review	N/A
Shade Structures	N/A		N/A	N/A	N/A

Bidding Update

	A	B	C	D	E
	Bid Package Development	Bid Advertisement	Bid Opening	Bid Award and NTP	Notes
Community:					
Lake Kennedy Racquet Center (Phase 1)	X				Anticipated 2/22
Festival Park (Phase 1)	X				Anticipated 7/22
Yellow Fever Creek Nature Center (Phase 1)	X				Anticipated 12/21
Yacht Club (Phase 1)					
Neighborhood:					
Cultural Park			X		Award - 9/1/21
Gator Circle Park			X		Award - 9/1/21
Lake Meade Park (Phase 1)	X				Anticipated 7/22
Oasis Woods Park			X		Award - 9/1/21
Sands Park			X		Award - 9/1/21
Crystal Lake Park	X				Anticipated 4/22
Tropicana Park	X				Anticipated 4/22
Miscellaneous:					
Giuffrida Park			X		Recommend Rebid
Del Prado Linear Park			X		Recommend Rebid
Shade Structures			X		Award - 9/1/21

Parks GO Bond Budget Update

	A	B	C	D	E	F	G	H
	Original Project Budget	Design Cost	Original Concept Estimate	Most Current Estimate/Bid	Miscellaneous Expenses	Anticipated Project Budget	Project Budget Difference	Anticipated Construction Start
Community:								
Lake Kennedy Racquet Center (Phase 1)	\$4,994,499	\$623,158	\$4,418,240	\$4,893,737	\$175,000	\$5,691,895	\$697,396	Feb-22
Festival Park (Phase 1)	\$4,382,500	\$624,831	\$7,959,890	\$7,067,559	\$300,000	\$7,992,390	\$3,609,890	Jul-22
Yellow Fever Creek Nature Center (Phase 1)	\$3,900,000	\$688,481	\$4,215,225	\$4,386,261	\$150,000	\$5,224,742	\$1,324,742	Dec-21
Yacht Club (Phase 1)	\$10,980,027	\$2,369,974	\$10,555,103	\$34,206,012	\$150,000	\$36,725,986	\$25,745,959	Apr-22
Neighborhood:								
Cultural Park	\$4,513,340	\$408,240	\$3,471,801	\$2,938,141	\$15,000	\$3,361,381	-\$1,151,959	Oct-21
Gator Circle Park	\$2,572,446	\$392,814	\$1,978,804	\$2,114,588	\$60,000	\$2,567,402	-\$5,044	Oct-21
Lake Meade Park (Phase 1)	\$4,589,915	\$408,863	\$3,146,089	\$7,113,311	\$325,000	\$7,847,174	\$3,257,259	Jul-22
Oasis Woods Park	\$2,426,479	\$413,896	\$1,866,522	\$1,996,981	\$60,000	\$2,470,877	\$44,398	Oct-21
Sands Park	\$3,675,424	\$374,129	\$2,827,249	\$3,188,751	\$25,000	\$3,587,880	-\$87,544	Oct-21
Crystal Lake Park	\$3,185,748	\$389,419	\$2,450,577	\$4,264,192	\$15,000	\$4,668,611	\$1,482,863	Apr-22
Tropicana Park	\$2,928,778	\$449,554	\$2,252,907	\$3,221,696	\$25,000	\$3,696,250	\$767,472	Apr-22
Miscellaneous:								
Giuffrida Park	\$470,000	\$80,376	---	\$351,765	\$3,500	\$435,641	-\$34,359	Dec-21
Del Prado Linear Park	\$500,000	\$100,872	---	\$782,760	\$20,000	\$903,632	\$403,632	Dec-21
Shade Structures	\$1,462,000	\$200,564	---	\$1,123,177	\$0	\$1,323,741	-\$138,259	Oct-21

Total **\$50,581,156**

\$86,497,602 **\$35,916,446**

Total Excluding Yacht Club: **\$39,601,129**

\$49,771,616 **\$10,170,487**

Notes: Construction contingency of 5% is not included in the Most Current Estimate/Bid amounts

Bid Award in process for City Council consideration

Re-bid in process

Army Corp of Engineer Permitting (Tidal Canals)

City of Cape Coral Parks and Recreation

Parks GO Bond: Design of Neighborhood Parks - Gator Circle Site Plan



City of Cape Coral Parks and Recreation

Parks GO Bond: Design of Neighborhood Parks - Lake Meade Park Site Plan



City of Cape Coral Parks and Recreation

Parks GO Bond: Design of Neighborhood Parks - Crystal Lake Park Site Plan



Legend	
①	Pedestrian Entry
②	Multi-use Path (10 feet)
③	Walking Path (6 feet)
④	Traffic Calming Crosswalks
⑤	Vehicular Access
⑥	Paved Parking
⑦	Overflow Grass Parking
⑧	Restrooms
⑨	Picnic Shelter
⑩	Boat Trailer Parking
⑪	Beach
⑫	Hilltop Lookout
⑬	Scuba Diving Area
⑭	Boat, Kayak/Canoe Launch Area
SYMBOL LEGEND	
	Proposed Pavilion
	Restrooms
	Park Boundary
	Existing Vegetation
	Proposed Vegetation

City of Cape Coral Parks and Recreation

Parks GO Bond: Design of Neighborhood Parks - Cultural Park Site Plan



Legend

- ① Pedestrian Entry
- ② Multi-use Path (10 feet)
- ③ Walking Path (6 feet)
- ④ Traffic Calming Crosswalks
- ⑤ Vehicular Access
- ⑥ Paved Parking
- ⑦ Grass Overflow Parking
- ⑧ Playground
- ⑨ Picnic Shelter
- ⑩ Multi-purpose Open Space
- ⑪ Event Area with Utilities
- ⑫ Rose Garden
- ⑬ Outdoor Exhibit Space
- ⑭ Restrooms
- ⑮ Stormwater Treatment Area

SYMBOL LEGEND

- Proposed Pavillion
- Restrooms
- Park Boundary
- Existing Vegetation
- Proposed Vegetation

City of Cape Coral Parks and Recreation

Parks GO Bond: Design of Neighborhood Parks - Oasis Woods Park Site Plan



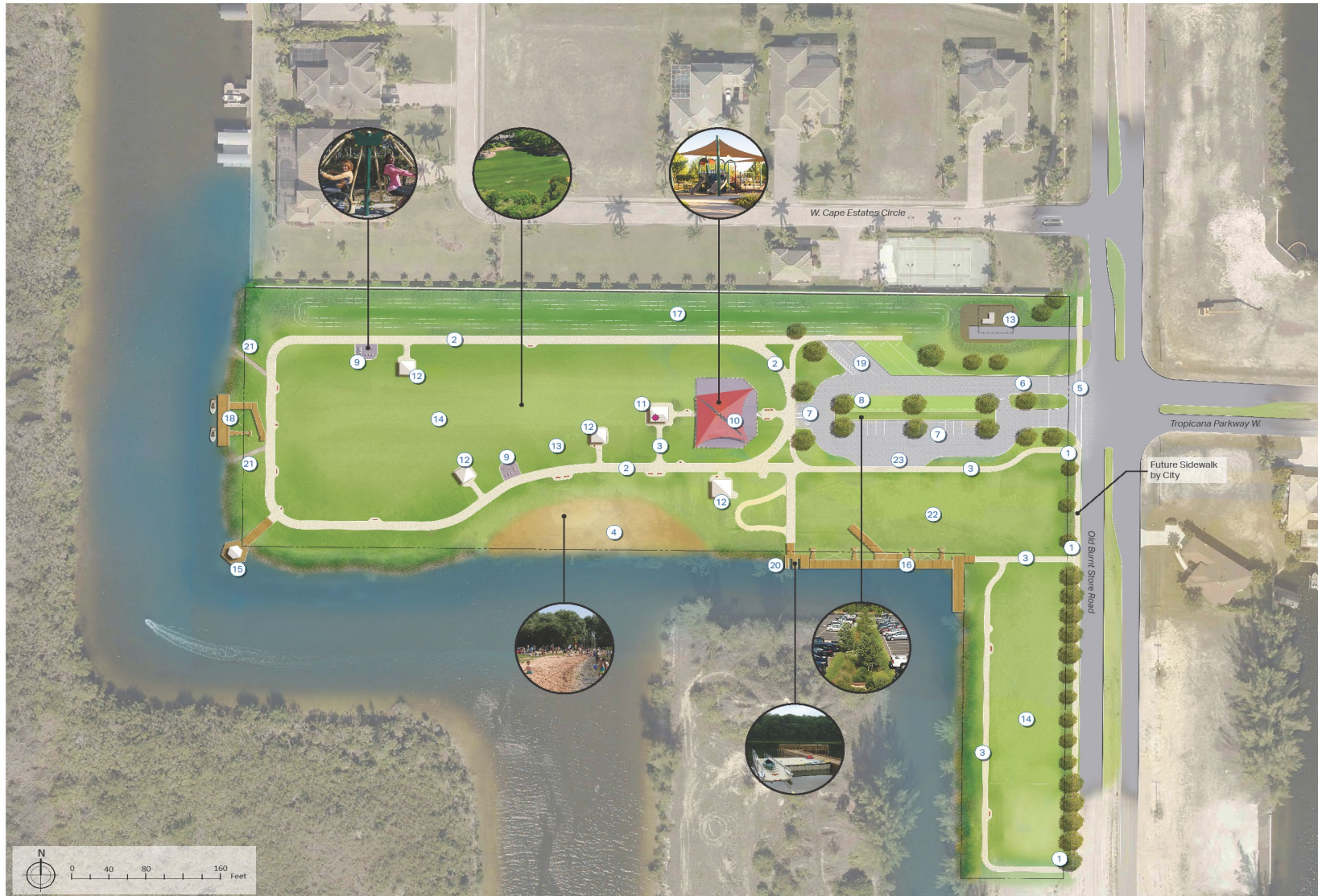
City of Cape Coral Parks and Recreation

Parks GO Bond: Design of Neighborhood Parks - Sands Park Site Plan

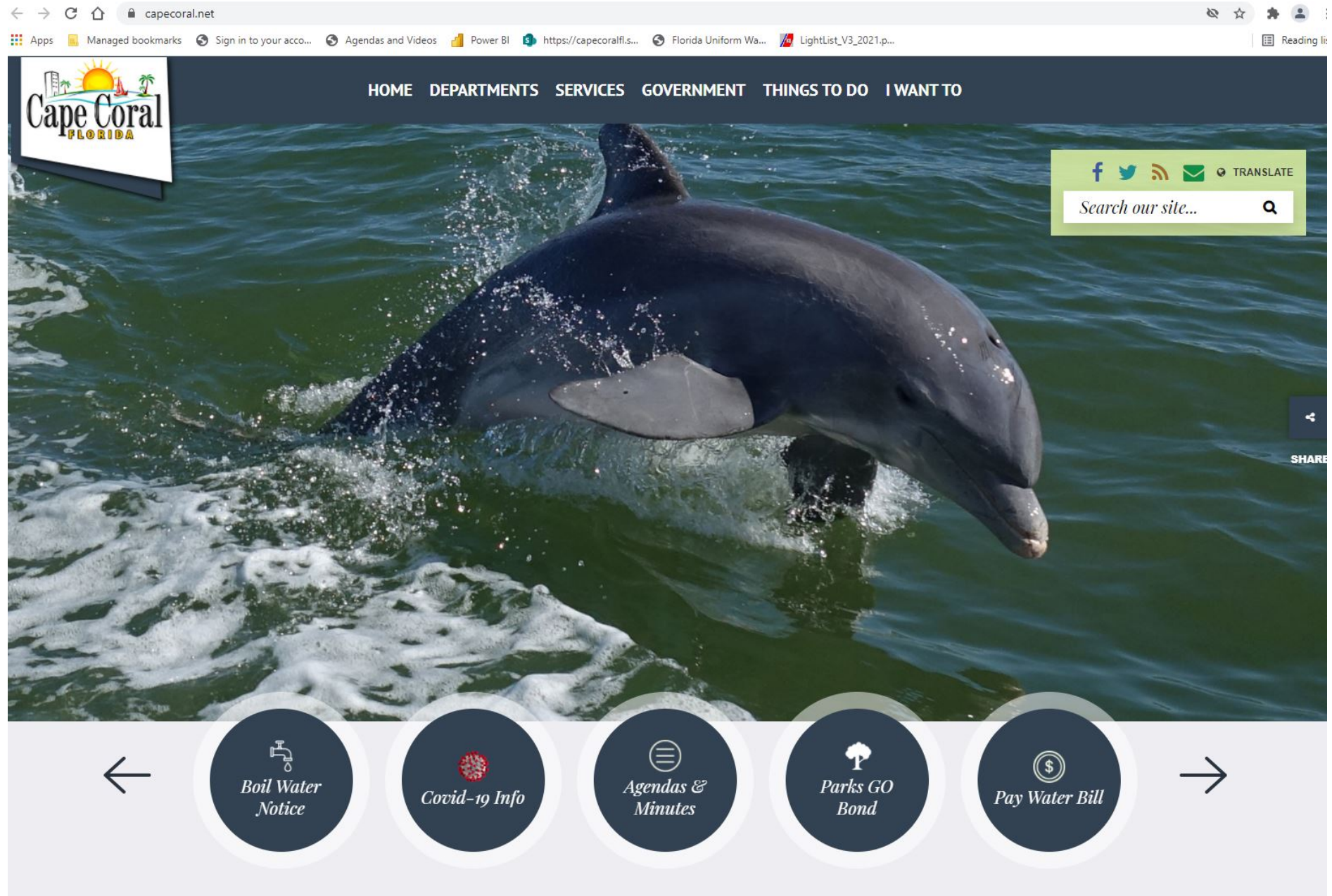


City of Cape Coral Parks and Recreation

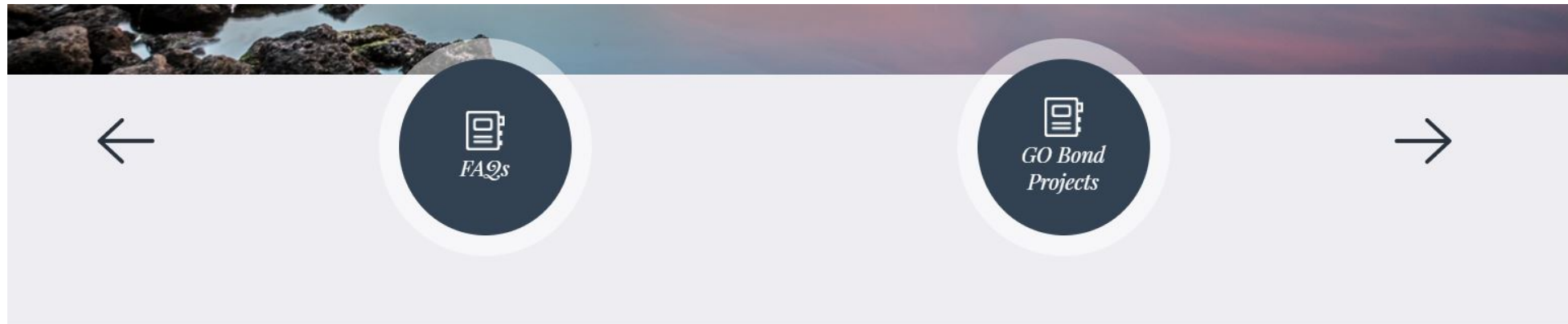
Parks GO Bond: Design of Neighborhood Parks - Tropicana Park Site Plan



Legend	
1	Pedestrian Entry
2	Multi-use Path (10 feet)
3	Walking Path (6 feet)
4	Beach
5	Traffic Calming Crosswalks
6	Vehicular Access
7	Paved Parking
8	Grass Overflow Parking
9	Fitness Stations
10	Playground
11	Restrooms
12	Picnic Shelter
13	Lift Station
14	Open Space
15	Observation Pavilion
16	Public Launch Docks
17	Stormwater Retention Area
18	Public Boat Tie-Up / Dock
19	Boat Trailer Parking
20	Accessible Kayak Launch
21	Water Access
22	Priority Use Area
23	Boat Drop-off
SYMBOL LEGEND	
	Proposed Pavilion
	Restrooms
	Park Boundary
	Existing Vegetation
	Proposed Vegetation



www.capecoral.net



PARKS & RECREATION GO BOND

[GO Bond Home](#)

[GO Bond News](#)

[GO Bond FAQs](#)

[How Will GO Bond Funds Be Spent?](#)

[GO Bond Projects](#)

[GO Bond Project Schedules](#)

[View GO Bond Expenditures](#)

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GO Bond Home

In 2018, Cape Coral voters approved a \$60 million expansion of the city's parks and recreation amenities. The approved 15-year general obligation (GO) bond will fund major parks and recreation improvements throughout the city. These improvements include seven new neighborhood parks, the development of three community parks and Yellow Fever Creek Environmental Park, and improvements to 17 existing parks.

On December 2, 2019, the City Council approved the revised concept plans for the seven neighborhood parks (Resolution 355-19) at the Regular Meeting of the City Council. The public input meetings for the community parks were held in Oct/Nov/Dec of 2019 with revised plans presented to the City Council in 2020.

Note: The most up-to-date site plans can be found on each individual park page in the [GO Bond Projects](#) section.





Return to Open Fina...

Open Expenditures

Entire Ledger
\$108.67 Million - 100.00% of all

Entity
City
\$103.76 Million - 95.48% of all

Fund
Parks & Rec GO Bond Fu...
\$2.31 Million - 2.13% of all

Function
Parks & Recreation
\$2.31 Million - 2.13% of all

Department
Parks & Rec
\$2.31 Million - 2.13% of all

Category
CAPITAL OUTLAY
\$2.29 Million - 2.11% of all

\$2.29 Million CAPITAL OUTLAY 2021

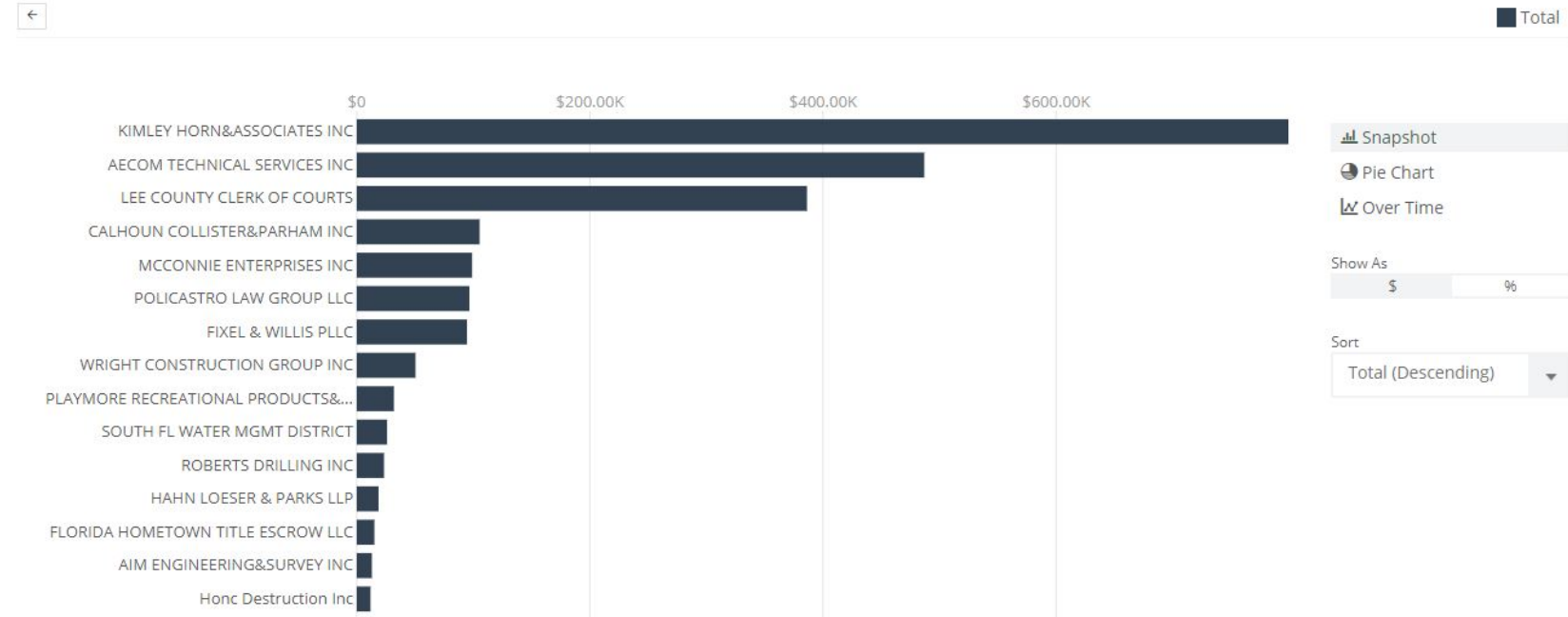
Actual Expenditure Summary

Checkbook

CAPITAL OUTLAY broken down by Vendor

Within City, Parks & Rec GO Bond Fund, Parks & Recreation and Parks & Rec

Share



Snapshot

Pie Chart

Over Time

Show As

\$

%

Sort

Total (Descending)

Showing 1 - 15 of 23

Scale dollar amounts

Previous

Next

Ledger Details

Hide

Total

Total

\$2,293,255.21



NEWS & EVENTS

Sign up below to be added to the

PARK INFORMATION

Learn more about the current Yacht Club Community Park including hours of operation and amenities, plus sign up for classes, and/or book your

Questions & Discussion



BRC RESOURCE SOURCES

- **THE BUDGET BOOK**
 - Budget Message #Sect 2
 - Operating Budget Pg 2
 - General Fund by Category Pg 3
 - Budget Overview #Sect 3
 - Strategic Plan
 - Priorities #Sect 4
 - Financial Highlights #Sect 5
 - Budget – How We Pay for It – How We Distribute the Money
 - Charts and Summaries
 - Department Overview #Sec 6 (Chart Departments 2022)
 - Staffing – Expenditures
 - FUNDS- Restricted / Assigned / Unassigned
 - General Fund #Sect 7
 - Special Revenue Funds #Sect 8
 - Debt Service Fund #Sect 9
 - Capital Project Fund #Sect 10
 - Enterprise Funds #Sect 11
 - Internal Service Funds #Sect 12
 - Charter School Authority #Sect 13
 - Asset Mngt Program #Sect 14
 - Debt Mngt Program #Sect 15
 - APPENDICES #Sect 16
 - Staffing # 16 C
 - Full Cost Allocation # 16 D
 - Detailed Sched by Funds # 16 E
- **CAFR**
 - Review Outline 9/13/21 (then Chair Botkin)
- **DEPARTMENT HEAD INTERVIEWS**
 - Schedule as needed
- **COUNCIL MEETINGS**
 - In-person or On-line
- **ADVISORY COMMITTEES**
 - >Transportation > Planning & Zoning
 - >Parks & Recreation >Golf course
 - >CRA >Charter School
 - >Audit Committee >Affordable Housing
 - >Council For Progress*
- **PERSONAL TAX BILL**

[illegible]

CAFR Review of Financial Statements – Chair Botkin 9/13/21

- Highest level of external financial reporting
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