



City Council Chambers  
9101 Bonita Beach Road  
Bonita Springs, Florida 34135

## CITY COUNCIL MEETING AGENDA

February 16, 2022  
5:30 p.m.

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If you plan to address the City Council, please complete a “Public Comment Card” located on the table outside of Chambers. Completed comment cards should be submitted to the City Clerk who sits to the left of the podium prior to the start of the meeting.

To submit your public comment in writing, please email your name, address, and comments to [CITYMEETINGS@CITYOFBONITASPRINGS.ORG](mailto:CITYMEETINGS@CITYOFBONITASPRINGS.ORG). **Any written public comment must be received by 2:00 p.m. on February 16, 2022.**

The City of Bonita Springs will not discriminate against individuals on the basis of race, color, national origin, sex, age, disability, religion, income, or marital status. To request an ADA-qualified reasonable modification at no charge to the requestor, please contact Lisa Roberson by calling (239) 949-6262 at least 48 hours prior to the meeting.

If a person decides to appeal a decision made by the Council on any matter at this meeting, such person must have a verbatim record of the proceeding to include the testimony and evidence upon which such appeal is to be based.

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1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Mayor’s Welcome
7. Public Comment on Agenda Items
8. Zoning and Land Use Items:
  - A. PUBLIC HEARING TO CONSIDER A PETITION FOR A REQUEST TO VACATE, ABANDON, CLOSE AND DISCONTINUE THE PUBLIC’S INTEREST IN THE EASTERLY 3’ OF SPRINGS LANE, AS SET FORTH IN

INSTRUMENT NUMBER 2020000191757, AS RECORDED WITH THE CLERK OF THE COURT IN THE OFFICIAL RECORDS OF LEE COUNTY, FLORIDA, AND PROVIDING AN EFFECTIVE DATE. (Green Sheet No. 22-02-029)

- B. PUBLIC HEARING OF AN ORDINANCE OF THE CITY OF BONITA SPRINGS, FLORIDA, PROVIDING FOR ADOPTION OF COMPREHENSIVE PLAN AMENDMENTS TO CREATE THE PROPERTY RIGHTS ELEMENT AS REQUIRED BY STATE LAW; AND FURTHERMORE DIRECTING TRANSMITTAL OF THE AMENDMENTS TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY; PROVIDING FOR INTENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE. (Green Sheet No. 22-02-028)
9. Proclamations and Presentations:
- A. Presentation regarding amendments to the City's Flood Hazard Reduction Ordinance and direction to staff. (Green Sheet No. 22-02-032)
10. Consent Agenda:
- A. Adopt resolution approving the City's participation in the multijurisdictional Program for Public Information. (Green Sheet No. 22-02-022)
- B. Approve the amendment of the lease agreement with Kristin Pimentel for the use of Artist Cottage #1 for another one-year term. (Green Sheet No. 22-02-026)
- C. Authorize Mayor to sign the Resolution to approve the Selection Committee's recommendation to engage ten firms for the City's Miscellaneous Outdoor Recreation Facility Design & Engineering Services CN 21-20. (Green Sheet 22-02-027)
- Opportunity for City Council comments on Consent Agenda
11. Mayor and Council Member Items:
- A. Discussion regarding potential assistance from the City towards this year's Bonita Blues Festival event. (Green Sheet No. 22-02-023)
- B. Receive a briefing paper from the Technology Advisory Board regarding public EV charging stations. (Green Sheet 22-02-030)
12. City Attorney's Items:

13. City Manager's Items:

- A. Presentation and review of the Preliminary 2020-2021 Fiscal Year End Financial Report. (Green Sheet No. 22-02-017)
- B. Presentation and review of the December and November Financial Report. (Green Sheet No. 22-02-025)
- C. Appoint a Council representative to occupy an ex-officio non-voting seat on the Lee County Tourist Development Council (TDC). (Green Sheet No. 22-02-031)

14. Mayor and Council Member Reports

15. Approval of the Minutes: February 2, 2022

16. Public Comment

17. Adjournment

**REQUESTED MOTION:** PUBLIC HEARING TO CONSIDER A PETITION FOR A REQUEST TO VACATE, ABANDON, CLOSE AND DISCONTINUE THE PUBLIC'S INTEREST IN THE EASTERLY 3' OF SPRINGS LANE, AS SET FORTH IN INSTRUMENT NUMBER 2020000191757, AS RECORDED WITH THE CLERK OF THE COURT IN THE OFFICIAL RECORDS OF LEE COUNTY, FLORIDA, AND PROVIDING AN EFFECTIVE DATE.

**REQUESTOR:** Jay Sweet, PSM, AICP, Community Development Principal Planner and City Surveyor and Mary Zizzo, Esq., AICP, Planner II

**AGENDA:** Public Hearing

**STRATEGIC PRIORITY:**

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**BACKGROUND:**

Petition VAC21-85974-BOS was requested by Michael Groff on behalf of Kimberly Albee and Christopher Dixon, Owners of the property at 4020 Springs Lane.

The area subject to this request is the easterly 3 feet at the terminus of the Springs Lane Right of Way. The Owners desire to construct a new residence on the property. The Vacation of this 3-foot portion of the Right of Way allows them to meet the required street setback.

All required entities were notified of the project.  
The letters of No Objection received are included for your review.

**STAFF RECOMMENDATION:** Approve the vacation as requested.

**ATTACHMENTS:**

1. Draft Resolution
  2. Petition for Vacation
  3. Legal Description and Sketch of Proposed Vacation
  4. Advertisement for Vacation
  5. Proof of Taxes Paid
  6. Letters from Utility Companies
- 

**REVIEWERS:**

City Manager: Arleen Hunter  
City Attorney: Derek Rooney  
City Clerk: Debra Filipek  
Department Director: John Dulmer

Council Action: Approved \_\_\_ Denied \_\_\_ Deferred \_\_\_ Other \_\_\_\_\_

CITY OF BONITA SPRINGS

RESOLUTION NO. 22-

A RESOLUTION OF THE CITY OF BONITA SPRINGS VACATING, ABANDONING, CLOSING AND DISCONTINUING THE EASTERLY 3 FEET OF THAT PORTION OF A ROAD RIGHT OF WAY, AS SET FORTH IN INSTRUMENT NUMBER 2020000191757, AS RECORDED IN THE PUBLIC RECORDS OF LEE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Albee Kimberly & Dixon Christopher are the fee simple owners (“Owners”) of the property adjacent to the road right-of-way vacation is sought to be vacated, 4020 Springs Ln, Bonita Springs, FL 34134 (“Properties”); and

WHEREAS, the Owners of the Properties requested the City vacate that portion of the right-of-way described herein (Exhibit “A”); and

WHEREAS, the City held a duly advertised public hearing prior to the adoption of this Resolution on February 16, 2022, proof of publication of such hearing being attached hereto as Exhibit “B”; and

WHEREAS, the City Council finds vacation of the said portion right-of-way as described herein, will not affect the ownership or right of convenient access of persons owning other properties in the area; and

WHEREAS, the City Council has found that the easements, which are the subject of this petition, do not serve a public purpose and are a proper subject for vacation pursuant to Chapter 177, Florida Statutes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bonita Springs, Lee County, Florida:

SECTION ONE. The above recitals are true and correct and are incorporated herein by this reference.

SECTION TWO. The City Council of the City of Bonita Springs hereby vacates, abandons, discontinues the 3-foot-wide road right-of-way described in the title above and further described and depicted in Exhibit “A” attached hereto and incorporated herein by reference.

SECTION THREE. This Resolution shall be effective immediately upon adoption.

DULY PASSED AND ENACTED by the City Council of the City of Bonita Springs, Lee County, Florida, this \_\_\_\_ day of February, 2022.

AUTHENTICATION:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk’s Office

APPROVED AS TO FORM: \_\_\_\_\_  
City Attorney's Office

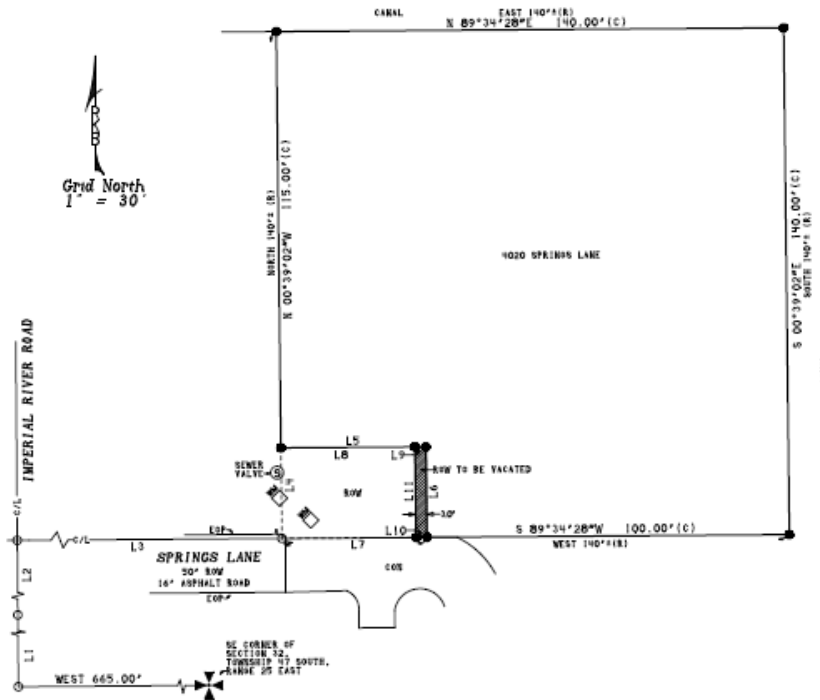
Vote:

Carr  
Purdon  
Forbes  
Gibson

Corrie  
Quaremba  
Steinmeyer

Date filed with City Clerk: \_\_\_\_\_

Exhibit A



LEGEND:

- (C) = CALCULATED
- (R) = RECORD
- CON = CONCRETE
- EOP = EDGE OF PAVEMENT
- POB = POINT OF BEGINNING
- POC = POINT OF COMMENCEMENT
- ROW = RIGHT-OF-WAY
- WM = WATER METER

LINE	BEARING	DISTANCE
L 1 (R)	SOUTH	50.00'
L 2 (R)	SOUTH	595.00'
L 3 (R)	EAST	185.00'
L 4 (C)	S 00°39'02"W	25.00'
L 5 (C)	S 00°39'02"E	40.00'
L 6 (C)	S 00°39'02"E	25.00'
L 7 (C)	S 89°34'28"W	10.00'
L 8 (C)	S 89°34'28"E	37.00'
L 9 (C)	S 89°34'28"E	3.00'
L 10 (C)	S 89°34'28"W	3.00'
L 11 (C)	S 00°39'02"W	25.00'

THE EASTERLY 3.0 FEET OF THAT ROAD RIGHT-OF-WAY SET FORTH IN INSTRUMENT NUMBER 2020000191757 AS RECORDED WITH THE CLERK OF THE COURT IN THE OFFICIAL RECORDS OF LEE COUNTY, FLORIDA.

SAID RIGHT-OF-WAY BEING LOCATED AT THE EAST END OF SPRINGS LANE, BONITA SPRINGS, FLORIDA.

WORK: 20-1228L

NOTES:

- 1) DIMENSIONS ARE IN FEET AND DECIMALS THEREOF EXCEPT AS SHOWN.
- 2) NO UNDERGROUND UTILITIES OR STRUCTURES WERE LOCATED EXCEPT AS SHOWN.
- 3) ONLY THOSE IMPROVEMENTS WHICH ARE SHOWN WERE LOCATED, THERE MAY BE OTHER IMPROVEMENTS OR ITEMS OF INTEREST ON THE SUBJECT PROPERTY WHICH WERE NOT OBSERVED OR LOCATED.
- 4) NO TITLE RESEARCH WAS DONE BY THIS COMPANY, NO ABSTRACT OF TITLE WAS PROVIDED EXCEPT AS SITED.
- 5) PARCELS MAY BE SUBJECT TO OTHER ENCUMBRANCES, RESTRICTIONS, OR RESERVATIONS, THE EXISTENCE OF WHICH WERE NOT PROVIDED TO THIS COMPANY.

**R. K. BURNS SURVEYING, INC.**

3507 LEE BLVD. # 230  
LEONOR WALKER, FL 33971  
239-303-0744  
239-303-0832 (FAX)  
INFO@RKBURNSURVEYING.COM

**SKETCH AND LEGAL DESCRIPTION**

SHEET 1 OF 1

**THIS IS NOT A BOUNDARY SURVEY**

THE SEAL APPEARING ON THIS DOCUMENT WAS AUTHORIZED BY JOHN S. BURNS LS 5583 ON 01/06/2022.

By: *John S. Burns*  
John S. Burns, Jr. PS&MS#5583  
R. K. Burns Surveying, Inc. Licensed Survey Business # 433



Exhibit B

**NOTICE OF PUBLIC HEARING  
FOR PETITION TO VACATE**  
Case Number: VAC21-85974-BOS

TO WHOM IT MAY CONCERN:

NOTICE is hereby given that on the 16th of February, 2022, at 5:30 pm, in the Bonita Springs City Hall, located at 9101 Bonita Beach Rd, Bonita Springs, FL 34135 the City Council of Bonita Springs, Florida, will consider and take action on a Petition vacating, abandoning, closing and discontinuing the public's interest in a the following described road right of way:

THE EASTERLY 3 FEET OF THAT ROAD RIGHT OF WAY SET FORTH IN INSTRUMENT NUMBER 2020000191757 AS RECORDED WITH THE CLERK OF THE COURT IN THE OFFICIAL RECORDS OF LEE COUNTY, FLORIDA.

SAID RIGHT OF WAY BEING LOCATED AT THE EAST END OF SPRINGS LANE, BONITA SPRINGS, FLORIDA.

Interested parties may appear in person or through a representative and be heard with respect to the Petition to Vacate.

Anyone wishing to appeal the decision made by the Council with respect to any matter considered at this meeting will need a record of the proceeding for such appeal, and may need a verbatim record, to include all testimony and evidence upon which the appeal is to be based.

A copy of the Petition to Vacate is on file in the Office of the City Clerk of Bonita Springs, Florida, 9101 Bonita Beach Road, Bonita Springs, Florida 34135.

**Any person requiring special accommodations at any of the meetings because of a disability or physical impairment should contact Lisa Roberson, Finance Director, at 239-949-6262, at least 48 hours prior to the meeting.**

CITY OF BONITA SPRINGS  
BY: Rick Steinmeyer, Mayor  
Debbie Filipek, City Clerk



**1490 NE Pine Island Rd. Bldg. #3, Ste. B  
Cape Coral, Fl. 33909**

October 19, 2021

Permitting Planning and Zoning  
Department of Community Development  
9220 Bonita Beach Rd. Bonita Springs

ATT: **John Dulmer, Director of Community Development**  
Re: **4020 Springs Lane, Bonita Springs, Strap#32-47-25-B3-03205.0080**

Dear John Dulmer,

We have completed and submitted for review an "Application of Vacation" for the subject address in Bonita. Attached for your reference the permit #RES21-78423-BOS revision submitted to the City pertaining to this request. The purpose of this request is to meet setback requirements. To meet requirements a 3FT Release Of Way (ROW) property is needed. Release of this ROW will not affect the property ownership or Right of Convenience Access.

If you have any questions regarding this application request, please contact me at 239-841-0038.

Thank you,  
Respectfully,

Michael Groff  
President Groff Builders

RECEIVED  
CITY OF BONITA SPRINGS

OCT 26 2021

COMMUNITY DEVELOPMENT  
DEPARTMENT



# APPLICATION FOR VACATION

**TYPE OF VACATION:**

- Of Right-of-Way, or of Plat with Right-of-Way (**attach Petition Ch. 336**)
- Of Plat with no Right-of-Way (**attach Petition Ch. 177**)
- Of Drainage Easement (**attach Petition Ch. 177**)
- Of Utility Easement (**attach Petition Ch. 177**)

NOTE: If more than one type of Vacation is requested at the same time, the charge would be the greater fee. Recording Fee to be paid at time of recording.

Project Name: Dixon

Owner/Applicant: Albee Kimberly & Dixon Christopher

Contact Person (if other than Owner/Applicant): Michael Groff - Groff Building Contractors LLC

Contact Mailing Address: 1490 NE Pine Island Rd. Bldg. #3 Ste. B

City: Cape Coral State: Florida Zip Code: 33909

Phone: 239-841-0038 Fax: \_\_\_\_\_

STRAP Numbers (attach additional sheet if necessary):

3	2	-	4	7	-	2	5	-	B	3	-	0	3	2	0	5	.	0	0	8	0	

\*\*\*\*\*  
\*

**STAFF USE ONLY**

Case Number: \_\_\_\_\_ Council District: \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Fee Amount: \_\_\_\_\_

Land Use Classification: \_\_\_\_\_ Intake by: \_\_\_\_\_

\*\*\*\*\*

CITY OF BONITA SPRINGS  
COMMUNITY DEVELOPMENT  
9220 BONITA BEACH ROAD SUITE 109  
BONITA SPRINGS, FLORIDA 34135  
PHONE (239) 444-6150

**Recording Fees to "The Clerk of Courts":**

**\$10.00 for first page and \$8.50 each additional page (typically \$35.50).**

**We will send you a letter at the time of recording requesting the exact amount.**

COPIES		SUBMITTAL DOCUMENTS
SUB'D	REQ'D	ITEMS REQUIRED FOR SUBMITTAL
✓	1	Signed original petition to vacation
✓	3*	Professional written legal description and street address of easement(s) and/or right-of-way (ROW) to be vacated. (Labeled as Exhibit "A").
✓	3*	Professional sketch (Labeled as Exhibit "B") showing easement(s) and/or right-of-way to be vacated (less and except the north/south or east/west _ feet of each easement and/or right-of-way). Must include all lot numbers, block numbers, street names, scale and north arrow. This sketch should be suitable for recording in the public records (no greater in size than 8-1/2" x 14").
	3*	Proof that all property taxes due and payable November 1 <sup>st</sup> of the current year have been paid (i.e. validated tax receipt). (Labeled as Exhibit "C"). For details, contact the Lee Co. Tax Collector at 339-6000 or Tax Talk at 332-8731.
N/A	3*	If property is within a recorded subdivision, please provide a copy of the relevant portion of the Recorded Plat clearly identifying the easement or right-of-way to be vacated. Please provide three (3) copies of the Recorded Plat with the area marked, such as cross-hatching. For details, contact the Plat Dept. at 335-2572.
✓	3*	Proof of ownership of the underlying property, such as a recorded warranty deed. For details, contact the Lee Co. Land Records Dept. at 335-2339.
✓	3*	Letter addressed to Department of Community Development providing the reason and purpose for the request of your vacation. Ex. of reason: To combine two (2) lots into one for future building site of single-family residence. Attn: John Dulmer, Director of Community Development. Include strap number of subject property, petitioner's mailing address and daytime phone number.
✓	3*	GIS Map encompassing the area to be vacated marked, such as cross-hatching. Yellow highlighter should not be used to mark easement or area to be vacated. If applicable, please include a list of affected property owners. If you have questions regarding this item, please call Planning and Zoning at 444-6150.
✓	3*	Aerial (large blue maps) encompassing the area to be vacated marked, such as cross-hatching. Yellow highlighter should not be used to mark easement or area to be vacated. For GIS Map and Aerial details, contact the Lee Co. Property Appraisers Office at 339-6150.
N/A	3*	Proof of notification of affected property owners (drainage or ROW vacation only). If you have questions regarding this item, please call Planning and Zoning at 444-6150. Provide Certified Return Receipt Service from local post office.
✓	3*	If a public utility easement - Letters of review and recommendation from proper utility companies (cable, electric, gas, sewer, telephone, water, the City of Bonita Springs Public Works Department, and any other agencies, see attached).
✓	3*	If a drainage or ROW easement or road ROW - Letters of review and recommendation from the City of Bonita Springs, Public Works Department and other agencies as applicable (Florida DOT, Lee County Transportation (access/maintenance issues), Natural Resources, and Waterway Advisory Committee (if easement abuts a waterway) and franchise utility companies.

*\* One original and two copies must be submitted.*

Does not affect any other properties →

→ attached receipts of sent letters and copy of letter sent

**PETITION TO VACATE**  
**REQUEST FOR LETTER OF REVIEW AND RECOMMENDATION**

08/24/2021

(Today's date)

Michael Groff

Contact Person

Groff Building Contractors LLC

Company Name

1490 NE Pine Island Rd. Bldg. #3, Ste. B

Mailing Address

Cape Coral Florida 33909

City, State, Zip

RE: Request for a letter of Review and Recommendation on a proposed right-of-way or road easement vacation, utility or drainage easement, at the following location:

To Whom It May Concern:

We intend to submit a Petition to the Bonita Springs City Council seeking to vacate the public interest in the right-of-way or road easement, utility or drainage easement at the location identified above in order to accomplish the following purpose:

**To accommodate New Res. Home layout on property located at 4020 Springs Ln. Bonita Springs, Fl, 34135 and meet setback requirements, with adjustment to easement.**

We have included a sketch – **shown on attached Survey**, of the right-of-way or road easement, utility or drainage easement, we desire to vacate. Please provide us with a letter of review and recommendation so we can proceed with our Petition submittal. If you have any questions, please do not hesitate to contact us directly and thank you in advance for your consideration.

Michael Groff *Michael Groff*

Ph. 239-841-0038  
1490 NE Pine Island Rd. Bldg. 5, Ste. A  
Cape Coral, Florida 33909



**PETITION TO VACATE (FS Ch. 336)**

Case Number: \_\_\_\_\_

Petitioner(s), Michael Groff - Groff Building Contractors LLC requests the City Council of the City of Bonita Springs, Lee County, Florida, to grant this Petition to Vacate and states as follows:

1. Petitioner(s) Mailing Address: 1490 NE Pine Island Rd. Bldg. #3 Suite B  
Cape Coral , Florida 33909

2. In accordance with Florida Statute (F.S.) Chapter 336, Petitioner desires to vacate the public's interest in the right-of-way or portion of right-of-way legally described in the attached Exhibit "A".

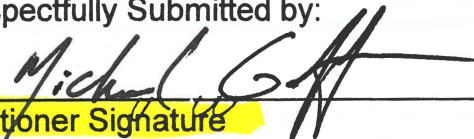
3. A sketch showing the area(s) the Petitioner desires to vacate is attached as Exhibit "B".

4. Petitioner did provide notice to all affected property owners concerning the intent of this Petition.

5. In accordance with letters of review and recommendation provided by the various governmental and utility entities, there is no apparent impediment to granting Petitioner's request.

Wherefore, Petitioner respectfully requests that the City Council adopt a Resolution granting the Petition to Vacate.

Respectfully Submitted by:

  
Petitioner Signature

\_\_\_\_\_  
Petitioner Signature

Michael Groff  
Printed Name

\_\_\_\_\_  
Printed Name



### PETITION TO VACATE (FS Ch. 177)

Case Number: \_\_\_\_\_

Petitioner(s), Michael Groff - Groff Building Contractors, LLC requests the City Council of the City of Bonita Springs, Lee County, Florida, to grant this Petition to Vacate and states as follows:

1. Petitioner(s) mailing address: 1490 NE Pine Island Rd. Bldg. 3 Ste. B  
Cape Coral, FL 33909

2. In accordance with Florida Statute (F.S.) Chapter 177, Petitioner desires to vacate the public's interest in the easement, plat or portion of a plat legally described in the attached Exhibit "A".

3. A sketch showing the area the Petitioner desires to vacate is attached as Exhibit "B".

4. Proof Petitioner paid all applicable state and county taxes is attached as Exhibit "C".

5. Petitioner is fee simple title holder to the underlying land sought to be vacated.

6. Petitioner did provide notice to all affected property owners concerning the intent of this Petition.

7. In accordance with letters of review and recommendation provided by various governmental and utility entities, there is no apparent impediment to granting the Petition to Vacate.

Wherefore, Petitioner respectfully requests the City Council adopt a Resolution granting the Petition to Vacate.

Respectfully Submitted by:

Michael Groff  
Petitioner Signature

\_\_\_\_\_  
Petitioner Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Letters sent to all on 10/13 - attached receipts for certified letters

**PETITION TO VACATE - LETTERS OF REVIEW AND RECOMMENDATION**

You will only need to provide letters for the utilities that service your area

**GOVERNMENTAL AGENCIES – Drainage Easement, Lake Maintenance Easement or Right of Way Easement – Letter of Review and Recommendation**

- ✓ **Mr. Howard Coachman**  
**Lee Co. Transportation Division**  
1500 Monroe Street, 3rd Floor  
Fort Myers, FL 33901-5500  
Ph. (239) 533-8580
- ✓ **Mr. Tom Garcia**  
Field Operations Engineer  
**Florida Dept. of Transportation**  
2981 NE Pine Island Road  
Cape Coral, FL 33904  
Ph. (239) 656-7841
- ✓ **Mr. Allen Davies**  
**Lee Co. Natural Resources**  
1500 Monroe Street, 3rd Floor  
Fort Myers, FL 33901-5500  
Ph. (239) 533-8580
- ✓ **CITY OF BONITA SPRINGS**  
Public Works Department  
9101 Bonita Beach Road  
Bonita Springs, FL 34135  
Ph. (239) 949-6246

rlovell@leegov.com

letter w/ OK to vacate received + attached

**FRANCHISE UTILITY COMPANIES – Public Utility Easement or Right of Way Easement - Letter of Review and Recommendation**

- ✓ **Mr. Rick Twitchell**  
Mailstop FLFTME0105  
**EMBARQ FLORIDA, INC.**  
2820 Cargo St  
Fort Myers, FL 33916  
Ph. (239) 336-2020
- ✓ **Administrative Clerk**  
**FLORIDA POWER & LIGHT**  
15834 Winkler Road  
Fort Myers, FL 33908  
Ph. (239) 415-3302
- ✓ **Mr. Mark Cook**  
**COMCAST CABLEVISION**  
26102 Bonita Grande Drive  
Bonita Springs, FL 34135  
Ph. (239) 432-1805
- ✓ **Mr. Naldo Rodriquez**  
**TIME-WARNER CABLE**  
1418 S.E. 10<sup>th</sup> Street  
Cape Coral, FL 33990  
Ph. (239) 772-2218 ext 120
- ✓ **Mr. Mike Yonker**  
**AMERIGAS**  
2600 Katherine Street  
Fort Myers, FL 33901  
Ph. (239) 334-2849
- ✓ **CITY OF BONITA SPRINGS**  
Public Works Department  
9101 Bonita Beach Road  
Bonita Springs, FL 34135  
Ph. (239) 949-6246

Received letter w/ OK to vacate attached

**WATER TREATMENT PLANT FRANCHISES – Public Utility Easement or Right of Way Easement - Letter of Review and Recommendation**

✓  
Mr. Fred Partin  
**BONITA SPRINGS UTILITIES**  
P.O. Box 2368  
Bonita Springs, FL 33959-2368  
Ph. (239) 992-0711

✓  
Mr. David Reycraft  
**LEE COUNTY UTILITIES**  
1500 Monroe Street, 3<sup>rd</sup> Floor  
Fort Myers, FL 33901-5500  
Ph. (239) 533-8150

**SEWER TREATMENT PLANT FRANCHISES – Public Utility Easement or Right of Way Easement - Letter of Review and Recommendation**

✓  
Mr. Patrick Jennings  
**BONITA SPRINGS UTILITIES STP**  
11860 E. Terry Street  
Bonita Springs, FL 34135  
Ph. (239) 992-0711

✓  
**CITY OF BONITA SPRINGS**  
Public Works Department  
9101 Bonita Beach Road  
Bonita Springs, FL 34135  
Ph. (239) 949-6246

✓  
Ms. Terry Kelley  
**LEE COUNTY UTILITIES**  
1500 Monroe Street, 3<sup>rd</sup> Floor  
Fort Myers, FL 33901-5500  
Ph. (239) 533-8580

85974

RECEIVED  
CITY OF BONITA SPRINGS

OCT 26 2021

COMMUNITY DEVELOPMENT  
DEPARTMENT

**PART V COVENANT A  
DEVELOPMENT ORDER COVENANT OF UNIFIED CONTROL  
WHERE OWNER IS AN INDIVIDUAL**

The undersigned do hereby swear or affirm that they are the fee simple title holders and owners of record property of commonly known as 4020 Springs Lane, Bonita Springs 34135 and legally described in Exhibit I-A-1 attached hereto. (Street address)

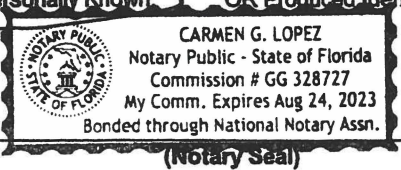
The property described herein is the subject of an application for a Development Order. We hereby designate Groff Building Contractors LLC as the legal representative of the property and as such, this individual is authorized to legally bind all owners of the property in the course of seeking the necessary approvals to develop. This authority includes but is not limited to the hiring and authorization of agents to assist in the preparation of applications, plans, surveys, and studies necessary to obtain zoning and development approval on the site. This representative will remain the only entity to authorize development activity on the property until such time as a new or amended covenant of unified control is delivered to the City of Bonita Springs or their designee.

The undersigned recognize the following and will be guided accordingly in the pursuit of development of the project:

1. The property will be developed and used in conformity with the approved development order including all conditions placed on the development and all commitments agreed to by the applicant in connection with the development order.
2. The legal representative identified herein is responsible for compliance with all terms, conditions, safeguards, and stipulations made at the time of approval of the development order, even if the property is subsequently sold in whole or in part, unless and until a new or amended covenant of unified control is delivered to and recorded by the City of Bonita Springs or their designee.
3. A departure from the provisions of the approved plans or a failure to comply with any requirements, conditions, or safeguards provided for in the development order will constitute a violation of the City of Bonita Springs Land Development Regulations.
4. All terms and conditions of the development order will be incorporated into covenants and restrictions which run with the land so as to provide notice to subsequent owners that all development activity within the development must be consistent with those terms and conditions.
5. So long as this covenant is in force, the City of Bonita Springs or their designee, can, upon the discovery of noncompliance with the terms, safeguards, and conditions of the development order, seek equitable relief as necessary to compel compliance. The City or their designee will not issue permits, certificates, or licenses to occupy or use any part of the development and may stop ongoing construction activity until the project is brought into compliance with all terms, conditions and safeguards of the development order.

Kimberly J. Albee  
Signature

Kimberly J. Albee  
Typed or printed name

Signature: Kimberly J. Albee Date: 10/20/21  
 Printed Name: Kimberly J. Albee  
 STATE OF FLORIDA, COUNTY OF LEE  
 The foregoing instrument was acknowledged before me this 20<sup>th</sup> day of October, 2021,  
 by Kimberly J. Albee (printed name of person acknowledging).  
 Personally Known:  OR Produced Identification:  Type Produced: \_\_\_\_\_  
  
 (Notary Seal) Carmen Lopez  
 (Signature of Notary Public - State of Florida)  
Carmen Lopez  
 (Name of Notary Printed, Typed, or Stamped)

**EXHIBIT I-E  
DISCLOSURE OF OWNERSHIP INTEREST FORM FOR:**

STRAP NO. 32-47-25-B3-03205.0080 Case No. \_\_\_\_\_

1. If the property is owned in fee simple by an INDIVIDUAL, tenancy by the entirety, tenancy in common, or joint tenancy, list all parties with an ownership interest as well as the percentage of such interest.

Name and Address	Percentage of Ownership
<u>Albee Kimberly 17688 SW Chaparral Dr.</u>	<u>100%</u>
<u>Dixon Christopher 17688 SW Chaparral Dr.</u>	<u>100%</u>
_____	_____
_____	_____

E-mail: Kimandchris1@msn.com

2. If the property is owned by a CORPORATION, list the officers and stockholders and the percentage of stock owned by each.

Name, Address, and Office	Percentage of Stock
_____	_____
_____	_____
_____	_____
_____	_____

E-mail: \_\_\_\_\_

3. If the property is in the name of a TRUSTEE, list the beneficiaries of the trust with percentage of interest.

Name and Address	Percentage of Interest
_____	_____
_____	_____
_____	_____
_____	_____

4. If the property is in the name of a GENERAL PARTNERSHIP OR LIMITED PARTNERSHIP, list the names of the general and limited partners.

Name and Address	Percentage of Ownership
_____	_____
_____	_____
_____	_____
_____	_____

E-mail: \_\_\_\_\_

5. If there is a CONTRACT FOR PURCHASE, whether contingent on this application or not, and whether a Corporation, Trustee, or Partnership, list the names of the contract purchasers below, including the officers, stockholders, beneficiaries, or partners.

Name, Address, & Office (if applicable)	Percentage of Stock
_____	_____
_____	_____
_____	_____

E-mail: \_\_\_\_\_

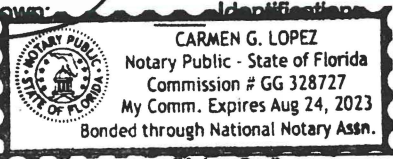
Date of Contract: \_\_\_\_\_

6. If any contingency clause or contract terms involve additional parties, list all individuals or officers, if a corporation, partnership, or trust.

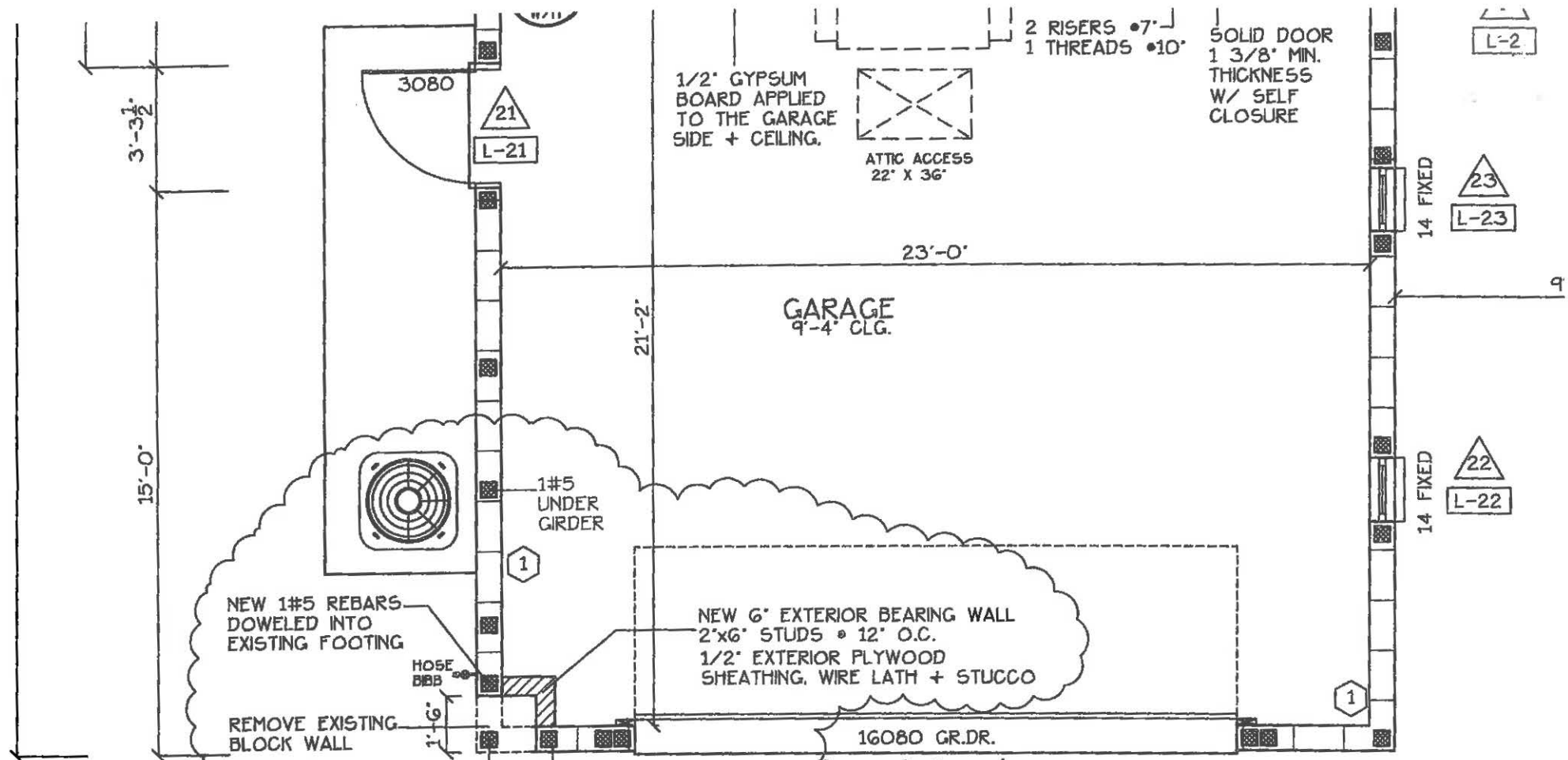
Name and Address	
_____	_____
_____	_____
_____	_____

E-mail: \_\_\_\_\_




For any changes of ownership or changes in contracts for purchase subsequent to the date of the application, but prior to the date of final certificate of compliance, a supplemental disclosure of interest must be filed.

Signature : <u>Kimberly J. Albee</u>	Date : <u>10/20/21</u>
Printed Name: <u>Kimberly J. Albee</u>	
STATE OF FLORIDA, COUNTY OF LEE	
Sworn to (or affirmed) and subscribed before me <u>Kimberly J. Albee</u>	
this <u>20th</u> day of <u>OCT</u> , 20 <u>21</u> , by	
<u>Kimberly J. Albee</u>	(printed name of person making statement).
Personally Known: <u>OR Produced</u>	Type Produced: _____
	<u>Carmen Lopez</u>
(Notary Seal)	(Signature of Notary Public - State of Florida)
	<u>Carmen Lopez</u>
	(Name of Notary Printed, Typed, or Stamped)





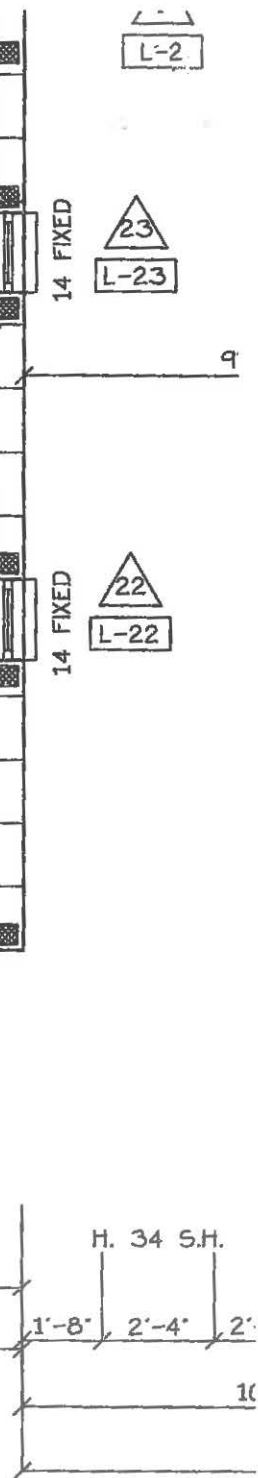
**WALL LEGEND**

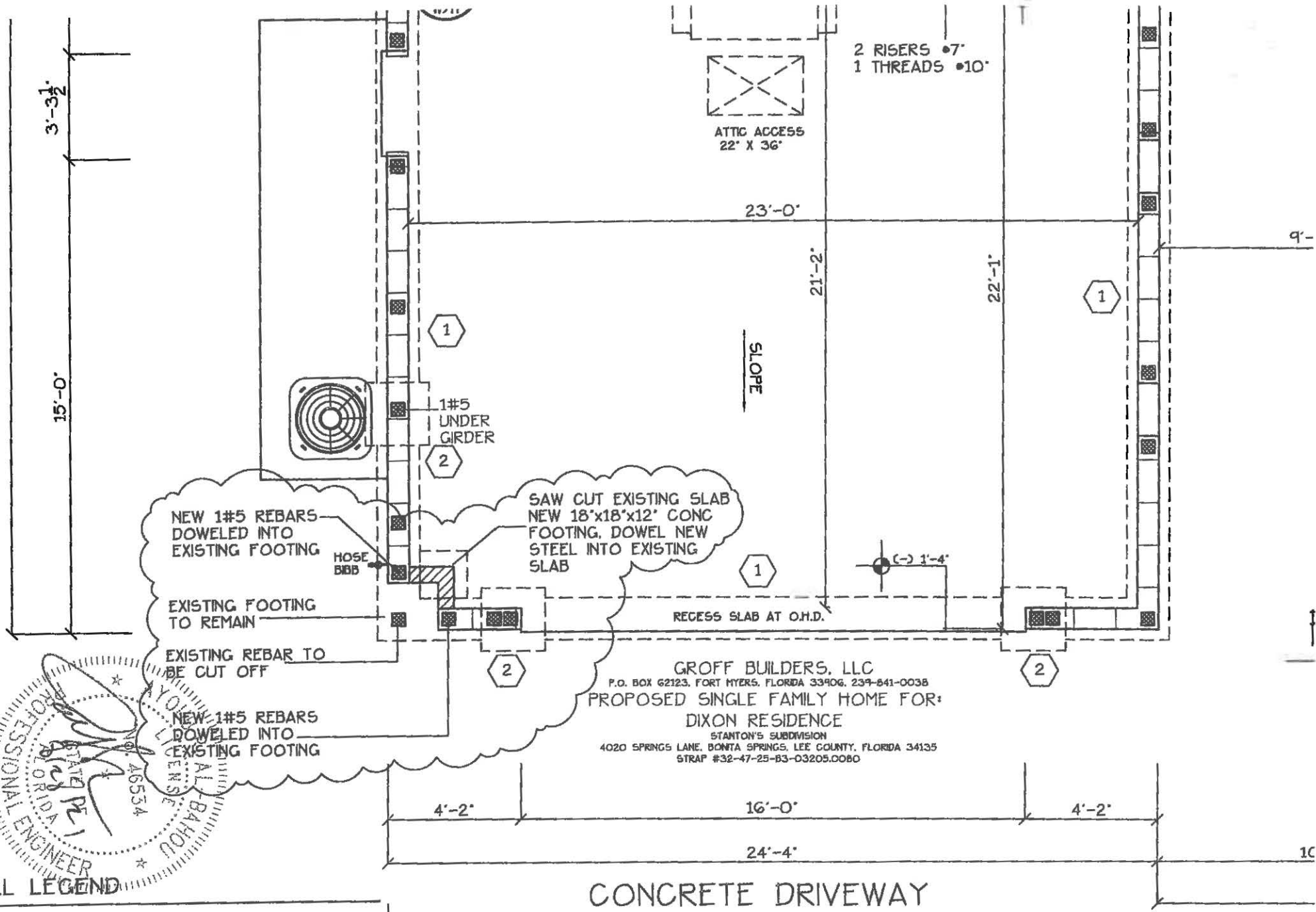
-  8" BLOCK BEARING WALL  
W/ #5 REBARS AS NOTED
-  INTERIOR NON-BEARING WALL
-  INTERIOR BEARING WALL

GROFF BUILDERS, LLC  
 P.O. BOX 62123, FORT MYERS, FLORIDA 33906, 239-841-0038  
 PROPOSED SINGLE FAMILY HOME FOR:  
 DIXON RESIDENCE  
 STANTON'S SUBDIVISION  
 4020 SPRINGS LANE, BONITA SPRINGS, LEE COUNTY, FLORIDA 34135  
 STRAP #32-47-25-B3-03205.0080

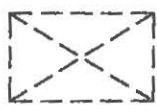
**SKETCH #1**

SCALE 1/4" = 1'-0"





2 RISERS •7"  
1 THREADS •10"



ATTIC ACCESS  
22' X 36'

23'-0"

21'-2"

22'-1"

9'-

1

1

SLOPE

2

1#5  
UNDER  
GIRDER

NEW 1#5 REBARS  
DOWELED INTO  
EXISTING FOOTING

HOSE  
BBB

SAW CUT EXISTING SLAB  
NEW 18"x18"x12' CONC  
FOOTING, DOWEL NEW  
STEEL INTO EXISTING  
SLAB

EXISTING FOOTING  
TO REMAIN

RECESS SLAB AT O.H.D.

EXISTING REBAR TO  
BE CUT OFF

NEW 1#5 REBARS  
DOWELED INTO  
EXISTING FOOTING

GROFF BUILDERS, LLC  
P.O. BOX 62123, FORT MYERS, FLORIDA 33906, 239-841-0038  
PROPOSED SINGLE FAMILY HOME FOR:  
DIXON RESIDENCE  
STANTON'S SUBDIVISION  
4020 SPRINGS LANE, BONITA SPRINGS, LEE COUNTY, FLORIDA 34135  
STRAP #32-47-25-83-03205.0080

4'-2"

16'-0"

4'-2"

24'-4"

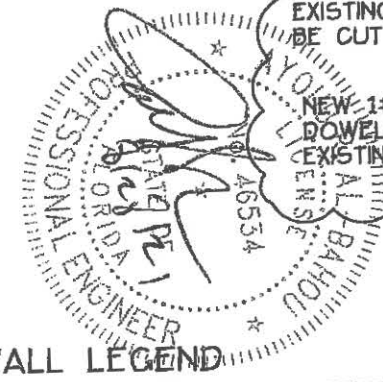
1C

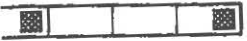


CONCRETE DRIVEWAY

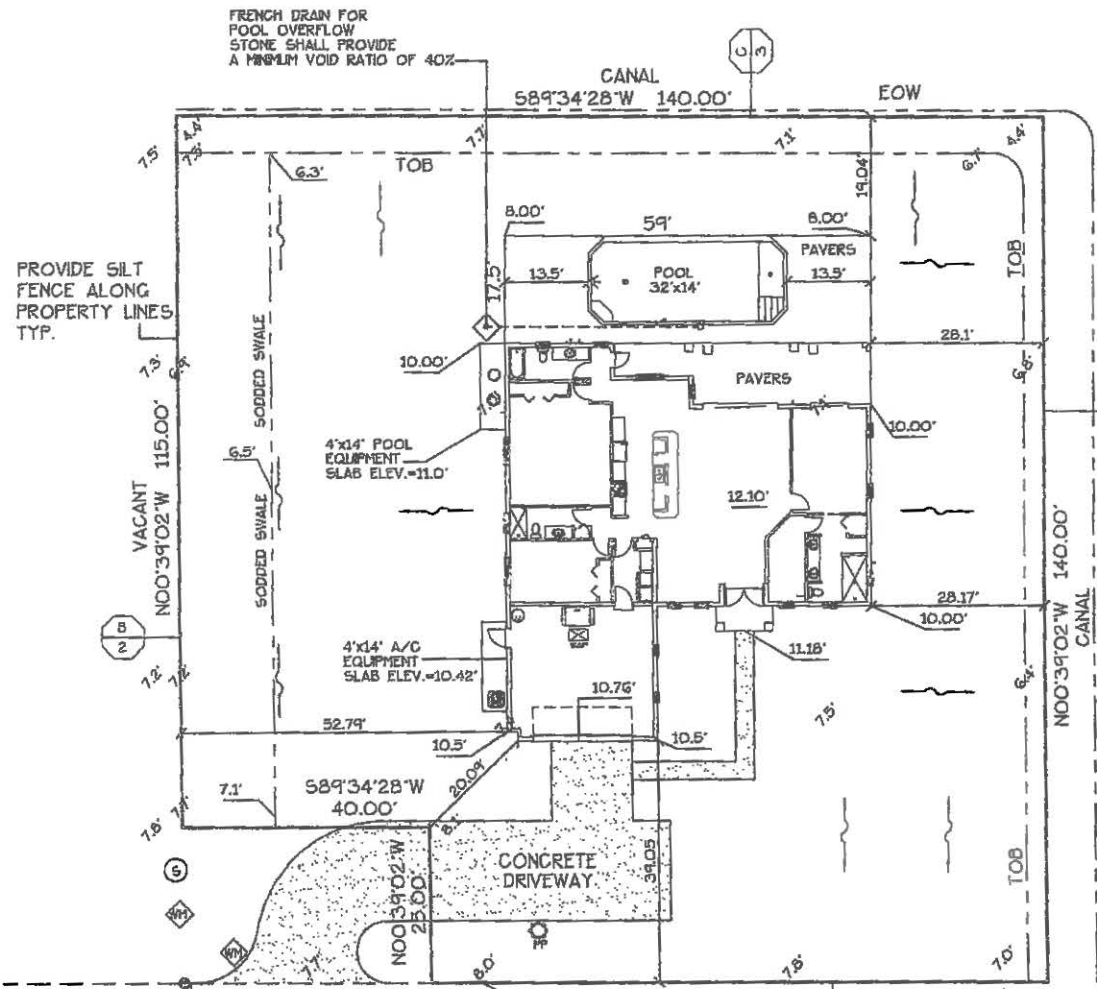
5C

SKETCH #2

SCALE 1/4" = 1'-0"



-  8" BLOCK BEARING WALL  
W/ #5 REBARS AS NOTED
-  INTERIOR NON-BEARING WALL
-  INTERIOR BEARING WALL



CONTRACTOR TO FIELD VERIFY ALL EXISTING ELEVATIONS PRIOR TO ANY CONSTRUCTION FINISHED FLOOR ELEVATIONS MAY NEED TO BE ADJUSTED TO ALLOW FOR POSITIVE SHEET FLOW

ALL SHEET FLOW SHALL BE DIRECTED TO THE STREET + CANAL

DRIVEWAY MUST BE CONSTRUCTED IN ACCORDANCE TO BONITA SPRINGS ENGINEERING DESIGN STANDARDS.

CULVERT MAY BE REQUIRED BASED ON THE TYPE OF DRIVE WHICH WILL BE DETERMINED AT TIME OF STAKEOUT

BENCH MARK:  
EL = 7.65'  
N.G.V.D.

4020 SPRINGS LANE

THE DIXON  
SITE PLAN

SCALE 1"=30'

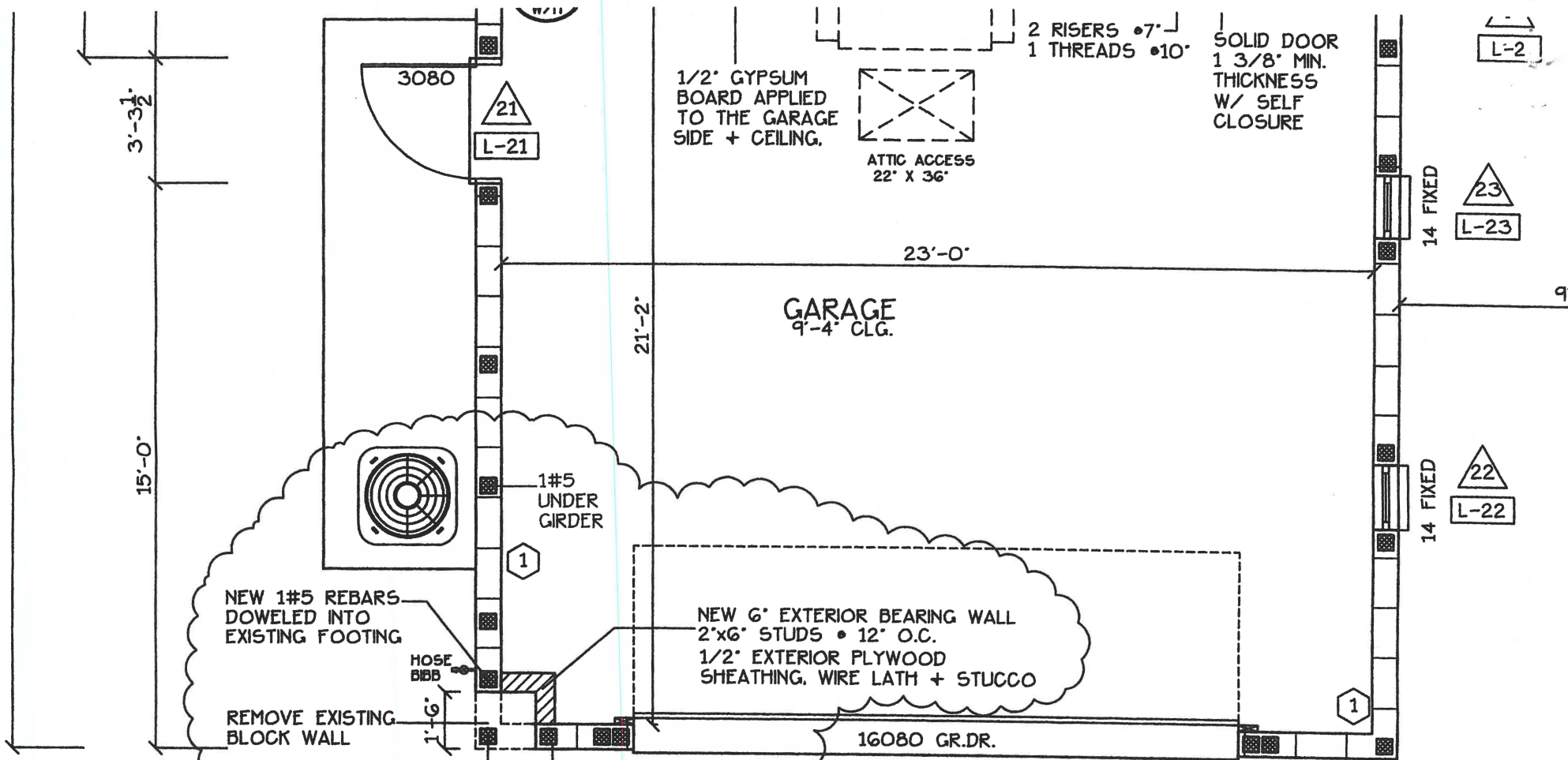
- REVISED - 4/10/2021
- REVISED - 4/23/2021
- REVISED - 5/11/2021
- REVISED - 8/28/2021

PROPERTY IS LOCATED IN FLOOD ZONE "AE" EL.=11.00' N.A.V.D.  
F.F.E.L. = 12.10' N.A.V.D.  
GARAGE EL. = 10.76' N.A.V.D.

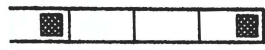
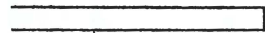

EXISTING ELEVATIONS  
PROPOSED ELEVATIONS

AYOUB R. AL-BAHOU, P.E.  
FLA. REGISTRATION NUMBER: 46534  
P.O. BOX 639, FORT MYERS, FLORIDA  
239-470-9820, ayoubra@abarq.com





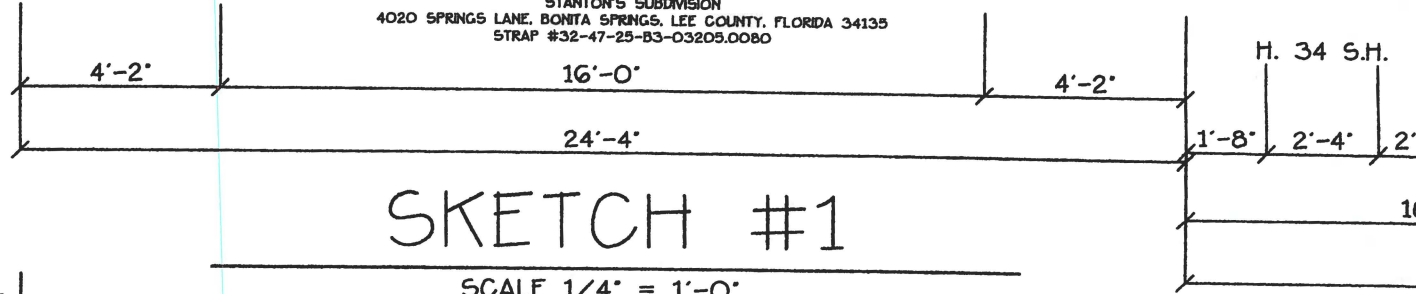
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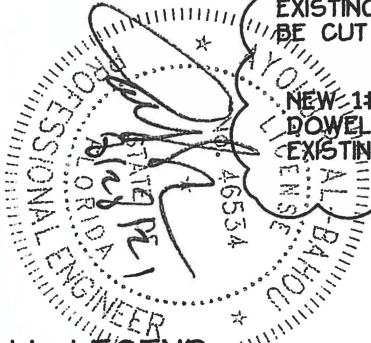
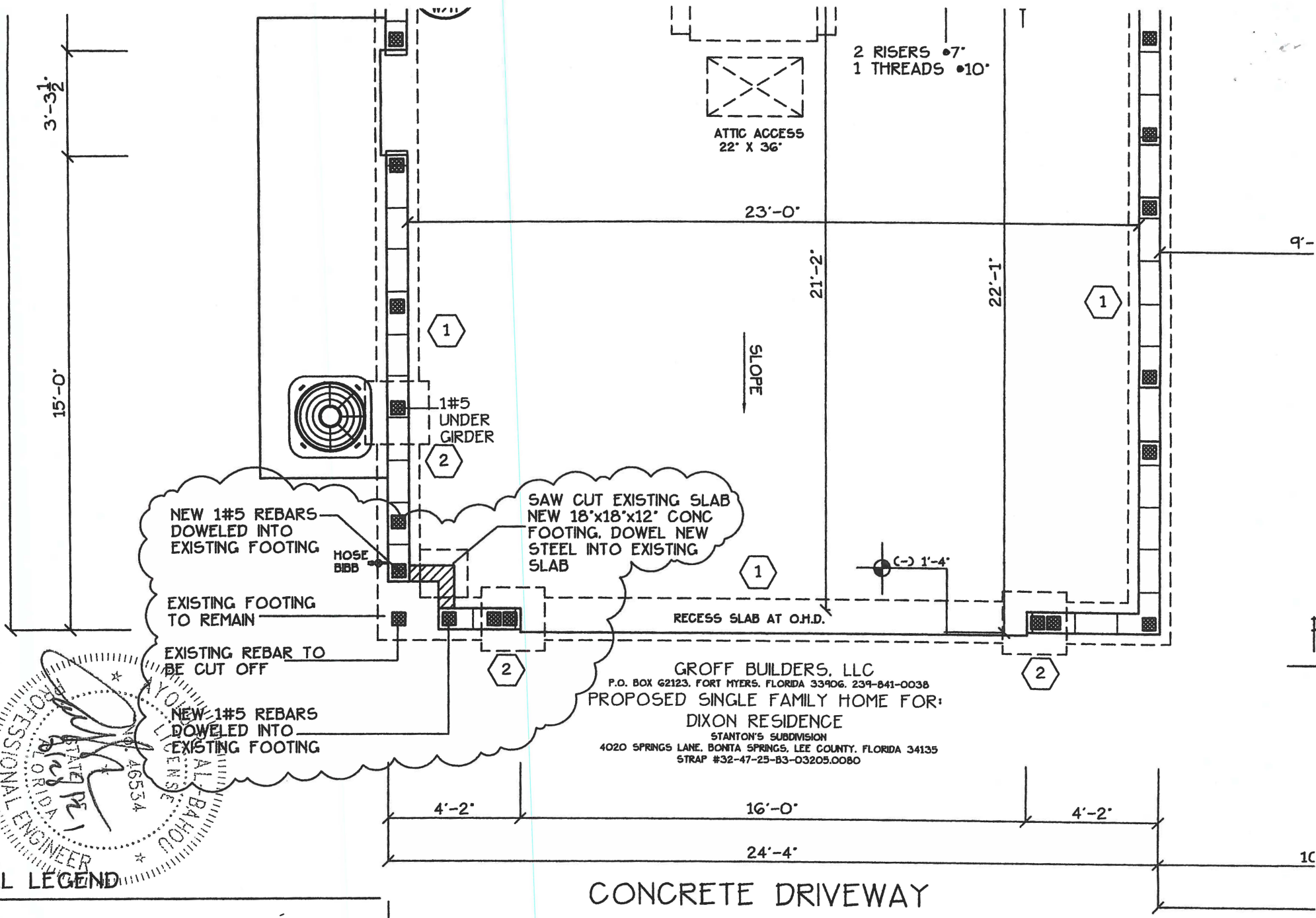
-  8" BLOCK BEARING WALL  
W/ #5 REBARS AS NOTED
-  INTERIOR NON-BEARING WALL
-  INTERIOR BEARING WALL

GROFF BUILDERS, LLC  
 P.O. BOX 62123, FORT MYERS, FLORIDA 33906, 239-841-0038  
 PROPOSED SINGLE FAMILY HOME FOR:  
 DIXON RESIDENCE  
 STANTON'S SUBDIVISION  
 4020 SPRINGS LANE, BONITA SPRINGS, LEE COUNTY, FLORIDA 34135  
 STRAP #32-47-25-B3-03205.0080


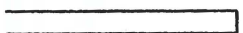

**SKETCH #1**

SCALE 1/4" = 1'-0"





ALL LEGEND

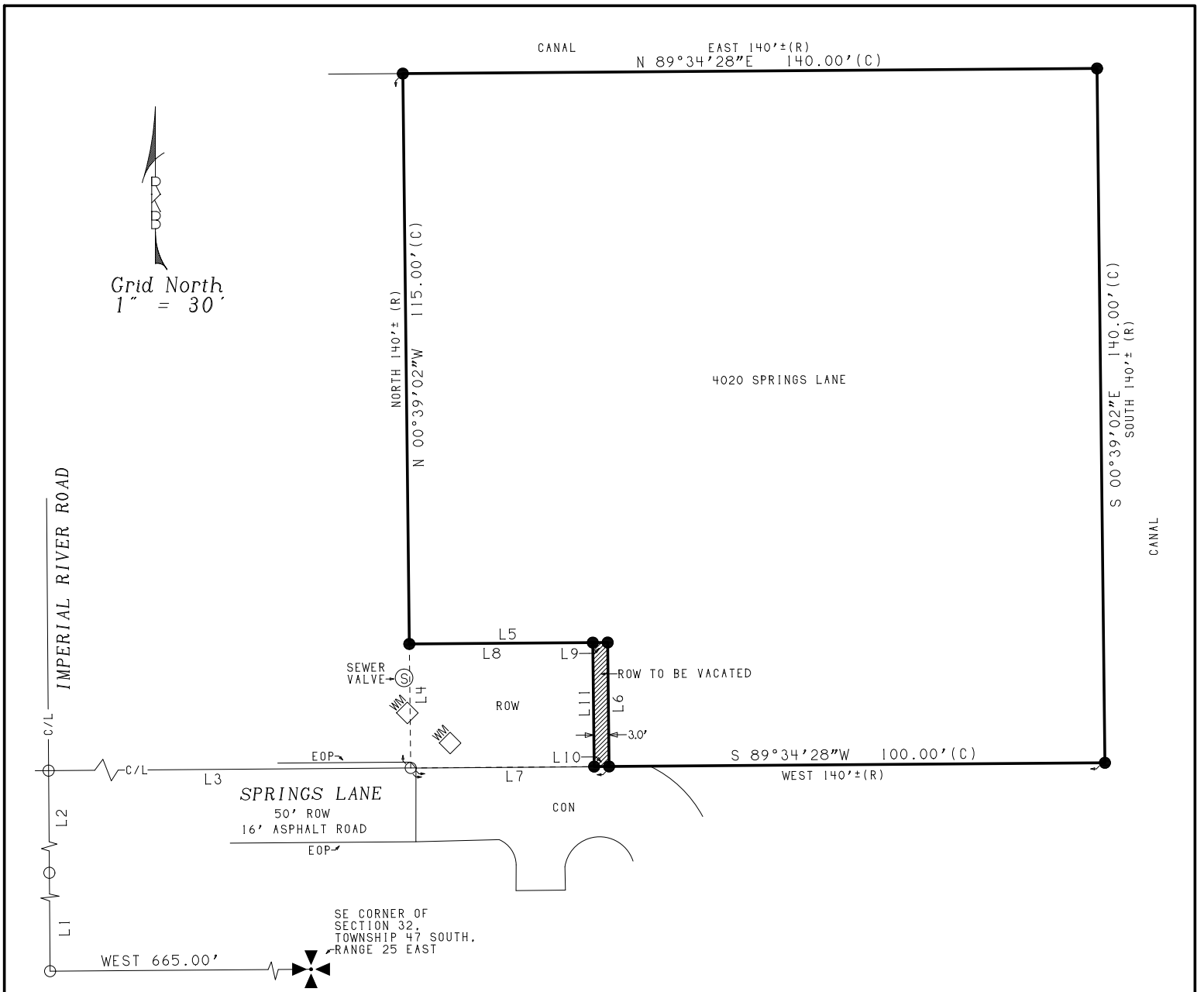
-  8" BLOCK BEARING WALL  
W/ #5 REBARS AS NOTED
-  INTERIOR NON-BEARING WALL
-  INTERIOR BEARING WALL

GROFF BUILDERS, LLC  
 P.O. BOX 62123, FORT MYERS, FLORIDA 33906, 239-841-0038  
 PROPOSED SINGLE FAMILY HOME FOR:  
 DIXON RESIDENCE  
 STANTON'S SUBDIVISION  
 4020 SPRINGS LANE, BONITA SPRINGS, LEE COUNTY, FLORIDA 34135  
 STRAP #32-47-25-83-03205.0080

CONCRETE DRIVEWAY

SKETCH #2

SCALE 1/4" = 1'-0"



**LEGEND:**

- (C) = CALCULATED
- (R) = RECORD
- CON = CONCRETE
- EOP = EDGE OF PAVEMENT
- POB = POINT OF BEGINNING
- POC = POINT OF COMMENCEMENT
- ROW = RIGHT-OF-WAY
- WM = WATER METER

LINE	BEARING	DISTANCE
L 1 (R)	NORTH	50.00'
L 2 (R)	NORTH	595.00'
L 3 (R)	EAST	485.00'
L 4 (C)	N 00°39'02"W	25.00'
L 5 (C)	N 89°34'28"E	40.00'
L 6 (C)	S 00°39'02"E	25.00'
L 7 (C)	S 89°34'28"W	40.00'
L 8 (C)	N 89°34'28"E	37.00'
L 9 (C)	N 89°34'28"E	3.00'
L 10 (C)	S 89°34'28"W	3.00'
L 11 (C)	N 00°39'02"W	25.00'

THE EASTERLY 3.0 FEET OF THAT ROAD RIGHT-OF-WAY SET FORTH IN INSTRUMENT NUMBER 2020000191757 AS RECORDED WITH THE CLERK OF THE COURT IN THE OFFICIAL RECORDS OF LEE COUNTY, FLORIDA.

SAID RIGHT-OF-WAY BEING LOCATED AT THE EAST END OF SPRINGS LANE, BONITA SPRINGS, FLORIDA.

W0#: 20-1228L

- NOTES:**
- 1) DIMENSIONS ARE IN FEET AND DECIMALS THEREOF EXCEPT AS SHOWN.
  - 2) NO UNDERGROUND UTILITIES OR STRUCTURES WERE LOCATED EXCEPT AS SHOWN.
  - 3) ONLY THOSE IMPROVEMENTS WHICH ARE SHOWN WERE LOCATED, THERE MAY BE OTHER IMPROVEMENTS OR ITEMS OF INTEREST ON THE SUBJECT PROPERTY WHICH WERE NOT OBSERVED OR LOCATED.
  - 4) NO TITLE RESEARCH WAS DONE BY THIS COMPANY. NO ABSTRACT OF TITLE WAS PROVIDED EXCEPT AS STATED.
  - 5) PARCEL MAY BE SUBJECT TO OTHER EASEMENTS, RESTRICTIONS, OR RESERVATIONS. THE EXISTENCE OF WHICH WERE NOT PROVIDED TO THIS COMPANY.

**R. K. BURNS SURVEYING, INC.**

3507 LEE BLVD. # 230  
 LEHIGH ACRES, FL. 33971  
 239-303-0764  
 239-303-0832 (FAX)  
 INFO@BURNSSURVEYING.COM

SKETCH AND  
 LEGAL DESCRIPTION

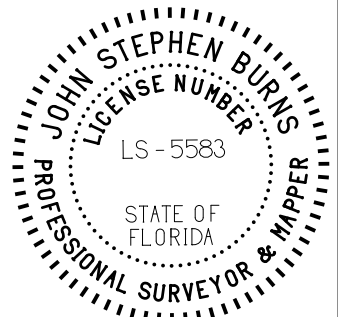
SHEET 1 OF 1

**THIS IS NOT A BOUNDARY SURVEY**

THE SEAL APPEARING ON THIS DOCUMENT WAS AUTHORIZED BY JOHN S. BURNS LS 5583 ON 01/06/2022.

By: *John S. Burns*

John S. Burns, Sr., PS&M-LS#5583  
 R. K. Burns Surveying, Inc. Licensed Survey Business # 6133



**NOTICE OF PUBLIC HEARING  
FOR PETITION TO VACATE**

Case Number: VAC21-85974-BOS

TO WHOM IT MAY CONCERN:

NOTICE is hereby given that on the 16th of February, 2022, at 5:30 pm, in the Bonita Springs City Hall, located at 9101 Bonita Beach Rd, Bonita Springs, FL 34135 the City Council of Bonita Springs, Florida, will consider and take action on a Petition vacating, abandoning, closing and discontinuing the public's interest in a the following described road right of way:

THE EASTERLY 3 FEET OF THAT ROAD RIGHT OF WAY SET FORTH IN INSTRUMENT NUMBER 2020000191757 AS RECORDED WITH THE CLERK OF THE COURT IN THE OFFICAL RECORDS OF LEE CONTY, FLORIDA.

SAID RIGHT OF WAY BEING LOCATED AT THE EAST END OF SPRINGS LANE, BONITA SPRINGS, FLORIDA.

Interested parties may appear in person or through a representative and be heard with respect to the Petition to Vacate.

Anyone wishing to appeal the decision made by the Council with respect to any matter considered at this meeting will need a record of the proceeding for such appeal, and may need a verbatim record, to include all testimony and evidence upon which the appeal is to be based.

A copy of the Petition to Vacate is on file in the Office of the City Clerk of Bonita Springs, Florida, 9101 Bonita Beach Road, Bonita Springs, Florida 34135.

**Any person requiring special accommodations at any of the meetings because of a disability or physical impairment should contact Lisa Roberson, Finance Director, at 239-949-6262, at least 48 hours prior to the meeting.**

CITY OF BONITA SPRINGS  
BY: Rick Steinmeyer, Mayor  
Debbie Filipek, City Clerk



## Real Property Information



## Account

[32-47-25-B3-03205.0080](#)

## Original Account

32-47-25-B3-03205.0080

## Owner

ALBEE KIMBERLY &  
DIXON CHRISTOPHER

## Physical Address

4020 SPRINGS LN  
BONITA SPRINGS FL 34134

## Tax Year Status

2021 [PAID](#)

## Instrument No

2020000191757

## Mailing Address

17688 SW CHAPARRAL DR  
POWELL BUTTE OR 97753  
USA**Legal Description**

PARL IN S 1/2 OF S E 1/4 DESC IN OR 1743 PG 1475

Outstanding Balance as of 2/9/2022 \$0.00

## Additional Options:

- [eNotify](#)
- [Tax Detail](#)
- [Payments Made](#)
- [All Unpaid Taxes](#)
- [Tax History](#)
- [Property Appraiser's Property Data](#)
- [Property Appraiser's Tax Estimator](#)

7020 2450 0000 9972 7329

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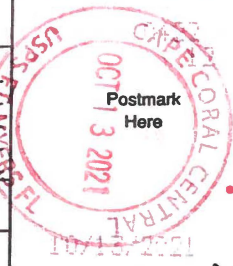
Fort Myers, FL 33901  
**OFFICIAL USE**

Certified Mail Fee	\$3.75
Extra Services & Fees (check box, add fee as appropriate)	\$3.05
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage	\$0.98
Total Postage and Fees	\$7.78

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Street and Apt. No., or PO Box No. **1500 Monroe St. 3rd Floor**  
City, State, ZIP+4® **Fort Myers, FL 33901**

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions



5225 9722 2316 5223

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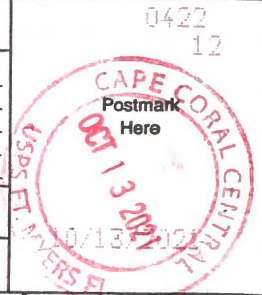
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Extra Services & Fees (check box, add fee as appropriate)	\$3.05
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<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage	\$0.98
Total Postage and Fees	\$7.78

Sent To **Bonita Springs Utilities STP**  
Street and Apt. No., or PO Box No. **11860 E. Terry Street**  
City, State, ZIP+4® **Bonita Springs, FL 34135**

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions



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Certified Mail Fee	\$3.75
Extra Services & Fees (check box, add fee as appropriate)	\$3.05
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
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<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage	\$0.98
Total Postage and Fees	\$7.78

Sent To **Florida Dept. of Transportation**  
Street and Apt. No., or PO Box No. **2981 NE Pine Island Rd.**  
City, State, ZIP+4® **Cape Coral FL 33909**

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Bonita Springs, FL 34135  
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Certified Mail Fee	\$3.75
Extra Services & Fees (check box, add fee as appropriate)	\$3.05
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
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<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage	\$0.98
Total Postage and Fees	\$7.78

Sent To **City of Bonita Springs Public Works dept.**  
Street and Apt. No., or PO Box No. **9101 Bonita Beach Rd.**  
City, State, ZIP+4® **Bonita Springs, FL 34135**

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions



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Fort Myers, FL 33916  
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Extra Services & Fees (check box, add fee as appropriate)	\$3.05
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<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage	\$0.98
Total Postage and Fees	\$7.78

Sent To **Embargo Florida, Inc**  
Street and Apt. No., or PO Box No. **2820 Cargo Street**  
City, State, ZIP+4® **Fort Myers, FL 33916**

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions



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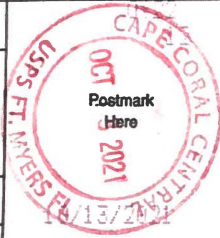
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Fort Myers FL 33908  
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Certified Mail Fee	\$3.75
\$	\$3.05
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage	\$0.78
\$	\$7.58
Total Postage and Fees	



Sent To **Comcast Cablevision - Mark Cook**  
Street and Apt. No., or PO Box No. **26102 Bonita Grande Dr.**  
City, State, ZIP+4® **Bonita Springs FL 34135**

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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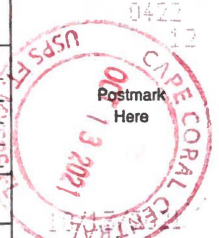
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Fort Myers FL 33908  
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\$	\$3.05
Extra Services & Fees (check box, add fee as appropriate)	
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<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage	\$0.75
\$	\$7.53
Total Postage and Fees	



Sent To **Florida Power & Light**  
Street and Apt. No., or PO Box No. **15834 Winkler Rd.**  
City, State, ZIP+4® **Fort Myers, FL 33908**

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7020 2450 0000 9972 7312

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**OFFICIAL USE**

Certified Mail Fee	\$3.75
\$	\$3.05
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage	\$0.78
\$	\$7.58
Total Postage and Fees	



Sent To **Bonita Springs Utilities - Fred Partin**  
Street and Apt. No., or PO Box No. **P.O. Box 2368**  
City, State, ZIP+4® **Bonita Springs, FL 34133**

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7020 2450 0000 9972 7299

U.S. Postal Service™  
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Fort Myers FL 33901  
**OFFICIAL USE**

Certified Mail Fee	\$3.75
\$	\$3.05
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage	\$0.78
\$	\$7.58
Total Postage and Fees	



Sent To **Amerigas - Mike Vonker**  
Street and Apt. No., or PO Box No. **2000 Katherine St.**  
City, State, ZIP+4® **Fort Myers, FL 33901**

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7020 3160 0000 9972 4973

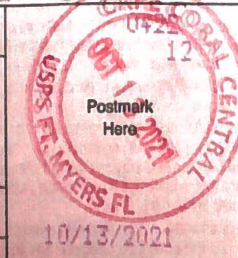
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For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

Cape Coral FL 33990  
**OFFICIAL USE**

Certified Mail Fee	\$3.75
\$	\$3.05
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage	\$0.98
\$	\$7.78
Total Postage and Fees	



Sent To **Time-Warner Cable - Naldo Rodriguez**  
Street and Apt. No., or PO Box No. **1418 SE 10th St.**  
City, State, ZIP+4® **Cape Coral FL 33990**

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions



**LEE COUNTY**  
SOUTHWEST FLORIDA

DEPARTMENT OF TRANSPORTATION

(239) 533-8117  
FAX (239) 485-8520

**BOARD OF COUNTY COMMISSIONERS**

John E. Manning  
*District One*

Cecil L Pendergrass  
*District Two*

Ray Sandelli  
*District Three*

Brian Hamman  
*District Four*

Frank Mann  
*District Five*

Roger J. Desjarlais  
*County Manager*

Richard Wm. Wesch  
*County Attorney*

Donna Marie Collins  
*Hearing Examiner*

October 18, 2021

Michael Groff  
Groff Building Contractors LLC  
1490 Pine Island Rd. Bldg. #3 Ste. B  
Cape Coral, FL  
33909

**RE: Petition to Vacate Right-of-Way at Strap: 324725b3032050080 Section 32,  
Township 47 South, Range 25 East, 4020 Springs Ln., Lee County, Florida.**

Mr. Groff:

Lee County Department of Transportation has reviewed your request to vacate a portion of a Right-of-Way located at the property described above. Lee County DOT offers no objection to this petition to vacate as proposed.

If you have any questions please do not hesitate to call Lee County Department of Transportation, at 533-8117.

Regards,

Robert Lovell  
RW Project Manager  
Lee County Department of Transportation

cc: DOT File (Springs Ln)



To: Michael Groff

From: Dan Gardner

Amerigas

Re: Vacation of Easement

4020 Springs Lane

Bonita Springs

Please be advised that Amerigas has no equipment on the above property and our records show we have never had any equipment on the aforementioned property.

Sincerely

A handwritten signature in black ink, appearing to be "Dan Gardner", written over a horizontal line.

Dan Gardner

Business Development Manager

Amerigas, Ft Myers

FOR REFERENCE

Ayoub R. Al-Bahou, P.E.

P.O. BOX 639

Fort Myers, Florida 33902

239.470.9820 (p)

ayoub.albahou@gmail.com

August 28, 2021

City of Bonita Springs  
9220 Bonita Beach Road  
Bonita Springs, Florida 34135

Re: Dixon Residence  
4020 Springs Lane  
Bonita Springs, Florida  
Groff Builders, LLC.  
RES21-78423

The following is revision to the approved plans for the above reference project. Enclosed are the following:

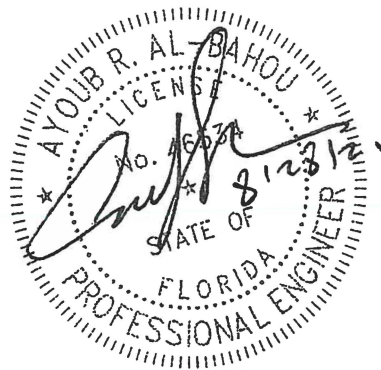
- 1) Sketch #1, partial floor plan showing the required dimension that will need to be removed to meet the front set back of 20'.
- 2) Sketch #2, partial foundation plan showing the required modification to allow for the 20' front set back.
- 3) Revised site plan

The above modification shall be made part of the approved plans and used accordingly.

Should you have any question please do not hesitate to contact me.

Sincerely,

Ayoub R. Al-Bahou, P.E.  
Florida Registration No. 46534





October 28, 2021

Michael Groff  
Groff Building Contractors, LLC.  
1490 NE Pine Island Rd., Bldg #3 Ste. B  
Cape Coral, FL 33909  
(239) 841-0038

Via Email: [groffbuildersllc@gmail.com](mailto:groffbuildersllc@gmail.com)

Re: No Objection to the vacation of existing easement on 4020 Springs Ln., Bonita Springs, FL 34134 - INSTR#2020000191757 east 3 feet

Dear Mr. Groff,

Please be advised that Bonita Springs Utilities, Inc. does not object to the Vacation of Easement identified on the attached descriptions, described as the east 3.0 feet of the right-of-way described in instrument number 2020000191757 of Lee County Florida Public Records.

If you have any questions, please do not hesitate to contact the Engineering Department of our office.

Respectfully,

Kim P. Hoskins, P.E.  
Director of Engineering  
Bonita Springs Utilities, Inc.

FOR REFERENCE  
ONLY

Ayoub R. Al-Bahou, P.E.

P.O. BOX 639

Fort Myers, Florida 33902

239.470.9820 (p)

[ayoub.albahou@gmail.com](mailto:ayoub.albahou@gmail.com)

August 28, 2021

City of Bonita Springs  
9220 Bonita Beach Road  
Bonita Springs, Florida 34135

Re: Dixon Residence  
4020 Springs Lane  
Bonita Springs, Florida  
Groff Builders, LLC.  
RES21-78423

The following is revision to the approved plans for the above reference project. Enclosed are the following:

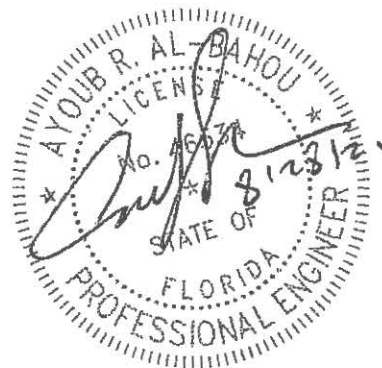
- 1) Sketch #1, partial floor plan showing the required dimension that will need to be removed to meet the front set back of 20'.
- 2) Sketch #2, partial foundation plan showing the required modification to allow for the 20' front set back.
- 3) Revised site plan

The above modification shall be made part of the approved plans and used accordingly.

Should you have any question please do not hesitate to contact me.

Sincerely,

Ayoub R. Al-Bahou, P.E.  
Florida Registration No. 46534





Lee County  
Southwest Florida

Board of County Commissioners

October 21, 2021

Kevin Ruane  
District One

Cecil L. Pendergrass  
District Two

Ray Sandelli  
District Three

Brian Hamman  
District Four

Frank Mann  
District Five

Roger Desjarlais  
County Manager

Richard Wesch  
County Attorney

Donna Marie Collins  
County Hearing  
Examiner

Michael Groff  
1490 NE Pine Island Road Bldg. #3 Ste. B  
Cape Coral FL, 33909

**SUBJECT: PROPOSED VACATION OF RIGHT-OF-WAY OR ROAD EASEMENT**  
**STRAP(S) #: 32-47-25-B3-03205.0080**  
**ADDRESS(ES): 4020 SPRINGS LN**  
**BONITA SPRINGS, FL 34134**

Dear Mr. Groff,

Lee County Utilities has ***no objection*** to the proposed vacation with respect to the Right-of-Way or Road Easement as noted in your attachments.

If you should have any questions, or require further assistance, please do not hesitate to contact our office at (239) 533-8162.

Sincerely,

William Hull  
Technical Services Manager, PSM, GISP  
Utilities Engineering Division  
Lee County Utilities

Original Mailed: 10/21/2021



*Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

2981 NE Pine Island Road  
Cape Coral, FL 33909

KEVIN J. THIBAUT, P.E.  
SECRETARY

October 18, 2021

Mr. Michael Groff  
Groff Building Contractors LLC  
1490 NE Pine Island Rd. Bldg. #3, Ste. B  
Cape Coral, Florida 33909

RE: Proposed Easement Vacation at 4020 Springs Lane, Bonita Springs  
STRAP NOS: 32-47-25-B3-03205.0080

The Department has reviewed your Easement Vacation Request dated October 13, 2021, since this request does not impact the Florida Department of Transportation, we have no objection to the vacation and will defer final decision to the Lee County Board of County Commissioners.

If you have any questions concerning this letter, please call (239) 985-7829.

Sincerely,

DocuSigned by:

A handwritten signature in black ink that reads "Jessica White". The signature is written in a cursive, flowing style.

1F90D5D5AF2B4AB...

Jessica A. White, P.E.  
Operations Engineer  
Fort Myers Operations Center

Attachment:

Original Requested Date (10/13/2021)



# Lee County

Southwest Florida

## Board of County Commissioners

Kevin Ruane  
District One

(239) 533-8124

Cecil L. Pendergrass  
District Two

October 20, 2021

Ray Sandelli  
District Three

Michael Groff  
1490 NE Pine Island Rd  
Bldg. #3, STE. B  
Cape Coral, FL 33909

Brian Hamman  
District Four

Frank Mann  
District Five

Roger Desjarlais  
County Manager

Re: Request for a Letter of Review and Recommendation for Vacation of Right of Way  
Strap No. 32-47-25-B3-03205.0080

Richard Wm. Wesch  
County Attorney

Donna Marie Collins  
County Hearing  
Examiner

Dear Mr. Groff:

Based on the review of the documents submitted with your request, Lee County Division of Natural Resources has no objection to the vacation of Right of Way as shown on Strap No. 32-47-25-B3-03205.0080.

Should you have any questions, please call me at the above telephone number.

Regards,

LEE COUNTY DIVISION OF NATURAL RESOURCES

Phil Gillogly  
Surface Water Manager

S:\Natural Resources\SURFACE\DOCUMENT\vac2000-181.docx

**REQUESTED MOTION:** (Public Hearing) AN ORDINANCE OF THE CITY OF BONITA SPRINGS, FLORIDA, PROVIDING FOR ADOPTION OF COMPREHENSIVE PLAN AMENDMENTS TO CREATE THE PROPERTY RIGHTS ELEMENT AS REQUIRED BY STATE LAW; AND FURTHERMORE DIRECTING TRANSMITTAL OF THE AMENDMENTS TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY; PROVIDING FOR INTENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

**REQUESTOR:** Jacqueline Genson, Planning and Zoning Manager

**AGENDA:** Public Hearing

**STRATEGIC PRIORITY:** #7 Government Transparency

---

**BACKGROUND:** The 2021 Legislature approved House Bill 59, which amended the Community Planning Act, requiring local governments “to include in its comprehensive plan a property rights element.” House Bill 59 was signed into law on June 29, 2021 and became effective on July 1, 2021. Among other provisions of House Bill 59, the addition of §163.3177(6)(i), requires each local government in the State of Florida to include a property rights element in its comprehensive plan to ensure private property rights are considered in local decision making. The property rights element must be adopted in the comprehensive plan prior to the adoption of any other proposed plan amendment initiated after July 21, 2021, or the date of the next scheduled evaluation and appraisal of the comprehensive plan; the City of Bonita Springs evaluation and appraisal is scheduled for April 1, 2023.

The City Attorney’s Office advised Community Development of this statutory requirement. The preparation of this comprehensive plan amendment will allow the City to maintain consistency with Florida Statutes and route the draft amendments through the required public hearing process.

On December 15, 2021, the City Council approved the transmittal of the amendments, with changes, to the Florida Department of Economic Opportunity (DEO). Pursuant to City Councils’ direction, Staff removed language from the proposed text in item 2 and incorporated it into Goal 1. The city received no objections or technical assistant comments from state agencies; therefore, no additional changes are required.

**STAFF RECOMMENDATION:** Commence with the public hearing to consider adoption of the ordinance, with City Council’s recommended changes from the December 15, 2021 transmittal hearing.

**ATTACHMENTS:**

1. DRAFT Ordinance
2. Staff Report Updated February 9, 2022

---

**REVIEWERS:**

City Manager: Arleen Hunter  
City Attorney: Derek Rooney  
City Clerk: Debra Filipek  
Department Director: John Dulmer  
Council Action: Approved \_\_\_ Denied \_\_\_ Deferred \_\_\_ Other \_\_\_\_\_

**CITY OF BONITA SPRINGS, FLORIDA**

**ORDINANCE NO. 2022 –**

AN ORDINANCE OF THE CITY OF BONITA SPRINGS, FLORIDA, PROVIDING FOR ADOPTION OF COMPREHENSIVE PLAN AMENDMENTS TO CREATE THE PROPERTY RIGHTS ELEMENT AS REQUIRED BY STATE LAW; AND FURTHERMORE DIRECTING TRANSMITTAL OF THE AMENDMENTS TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY; PROVIDING FOR INTENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Bonita Springs, Florida recognizes the need to plan for orderly growth and development; and

WHEREAS, Chapter 163, Florida Statutes provides for amendment to adopted Comprehensive Plan; and

WHEREAS, City Council for the City of Bonita Springs adopted the City of Bonita Springs Comprehensive Plan, as amended, in accordance with the Local Government Comprehensive Planning Act; and

WHEREAS, pursuant to the authority and legislative intent expressed in Sections 163.3177(6)(i), 163.3161(10) and 187.101(3), Florida Statutes, the City recognizes that government entities must respect judicially acknowledged and constitutionally protected private rights and that each local government shall include a comprehensive plan eminent to ensure private property rights are considered in local decision making; and

WHEREAS, the proposed amendment creates a Property Rights Element, attached hereto as Exhibit "A", to promote and protect public health safety and welfare and will help accomplish the goals, objectives and policies of the City Comprehensive Plan while simultaneously preserving private property rights; and

WHEREAS, Florida Statutes §163.3181 further provides an opportunity for individuals to participate in the plan amendment public hearing process; and

WHEREAS, the City has received and reviewed the proposed Amendment to the City's Comprehensive Plan, and said proposed amendment was reviewed by the City's Local Planning Agency at a duly advertised meeting on December 9, 2021, who recommended approval, and

WHEREAS, the City Council finds that that the proposed amendment complies with the requirements of Chapter 163, Florida Statutes, Part II, and that the proposed amendments is consistent with the Comprehensive Plan and appropriate to the future land uses within the City; and

WHEREAS,, the City Council of Bonita Springs adopted, pursuant to Chapter 163, Part II, Florida Statutes, after holding statutorily prescribed public hearings for the adoption of the amendment being proposed and at the December 15, 2021 hearing approved a motion to transmit said proposed amendments as more particularly set forth herein.

**THE CITY OF BONITA SPRINGS HEREBY ORDAINS:**

**Section 1. Recitals.** The forgoing recitals are hereby ratified and confirmed as being true and correct and hereby made a part of this Ordinance and adopted as legislative findings.

**Section 2. Adoption.** The City of Bonita Springs Comprehensive Plan is hereby amended, which amendment creates a Property Rights Element described in Exhibit A, attached hereto and incorporated herein by reference.

**Section 3. Severability.** In the event that any portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Ordinance.

**Section 4. Effective Date.** This Ordinance shall become effective in accordance with Section 163.3184, F.S.

**DULY PASSED AND ENACTED** by the City Council of the City of Bonita Springs, Lee County, Florida, this 16th day of February, 2022.

AUTHENTICATION:

\_\_\_\_\_

Mayor

\_\_\_\_\_

City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
City Attorney

Vote:

Carr	Quaremba
Forbes	Steinmeyer
Gibson	Corrie
Purdon	

Date filed with City Clerk: \_\_\_\_\_

Exhibit A

PROPERTY RIGHTS ELEMENT

GOALS, OBJECTIVES AND POLICIES

Goal 1. In accordance with §163.31776)(i), the following rights will be considered in local decision making, subject to state law and local ordinances:

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
4. The right of a property owner to dispose of his or her property through sale or gift.

**CPA21-86842-BOS**

**Bonita Plan**

**Property Rights Element**

**Expedited State Review Process**



**City Initiated Applications  
and Staff Analysis**

***City of Bonita Springs  
Planning Division  
9200 Bonita Beach Road, Suite 109  
Bonita Springs, Florida  
(239) 444-6150***

Local Planning Agency (LPA) Public Hearing Date:	December 9, 2021
City Council Transmittal Date:	December 15, 2021
City Council Adoption Date:	February 16, 2022
Project Name:	Property Rights Element

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*City of Bonita Springs*  
**Planning and Zoning Division**  
**STAFF REPORT FOR**  
**COMPREHENSIVE PLAN AMENDMENT**  
**EXPEDITED STATE REVIEW**

CPA21-86842-BOS

Text Amendment

Map Amendment

<b>This Document Contains the Following Reviews:</b>	
<b>X</b>	<b>Staff Review</b>
<b>X</b>	<b>Local Planning Agency (LPA) Review and Recommendation</b>
<b>X</b>	<b>City Council Hearing for Transmittal</b>
<b>X</b>	<b>City Council Hearing for Adoption</b>

STAFF REPORT PREPARATION DATE: December 1, 2021, Revised February 9, 2022

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**PART I - BACKGROUND AND STAFF RECOMMENDATION**

**A. SUMMARY OF APPLICATION**

1. Applicant: City of Bonita Springs
2. Request: To amend the Bonita Springs Comprehensive Plan to create a new Property Rights Element in response to the passage of House Bill 59, signed into law on June 29, 2020, and effective as of July 1, 2021.

**B. STAFF RECOMMENDATION AND FINDINGS OF FACT SUMMARY**

1. Recommendation: Staff recommends that the City Council find the amendment consistent with the Comprehensive Plan (“**Exhibit B**”) and transmit to the Florida Department of Economic Opportunity (FDEO) through the Expedited Review Process in accordance with Florida State Statute.
2. Basis and recommended findings of fact: See Part II of this Report.
3. The proposed Comprehensive Plan Text Amendment, as amended by City Council, is included in **Exhibit B**.

**C. SUMMARY/BACKGROUND DISCUSSION:**

*Introduction*

The purpose of this amendment is to incorporate a Property Rights Element into the Bonita Plan as required by Florida Statute §163.3177(6)(i), which states that “each local government shall include in its comprehensive plan a property rights element to ensure that private property rights are considered in local decision making.” The

element must be adopted prior to the adoption of any other plan amendment initiated after July 1, 2021.

*Background*

Pursuant to Florida Statute, the purpose of the Community Planning Act is “to utilize and strengthen the existing role, processes, and powers of local governments in the establishment and implementation of comprehensive planning programs to guide and manage future development consistent with the proper role of local government.” The 2021 Legislature approved House Bill 59, which amended the Community Planning Act, requiring local governments “to include in its comprehensive plan a property rights element.” House Bill 59 was signed into law on June 29, 2021 and became effective on July 1, 2021. Among other provisions of House Bill 59, attached hereto as **Attachment A**, the addition of §163.3177(6)(i), requires each local government in the State of Florida to include a property rights element in its comprehensive plan to ensure private property rights are considered in local decision making. The property rights element must be adopted in the comprehensive plan prior to the adoption of any other proposed plan amendment initiated after July 21, 2021, or the date of the next scheduled evaluation and appraisal of the comprehensive plan; the City of Bonita Springs evaluation and appraisal is scheduled for April 1, 2023.

The City Attorney’s Office advised Community Development of this statutory requirement. The preparation of this comprehensive plan amendment will allow the City to maintain consistency with Florida Statutes and route the draft amendments through the required public hearing process.

**PART II - STAFF ANALYSIS**

**A. STAFF ANALYSIS**

A Property Rights Element is now a mandatory component of a local comprehensive plan. The statute provides a “statement of rights” that a local government may adopt into the local comprehensive plan, but it also allows for each local government to adopt its own property rights language as long as it does not conflict with the statement of rights below.

Statement of rights

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

4. The right of a property owner to dispose of his or her property through sale or gift.

Staff's recommendation is to incorporate the statement of rights provided by the Florida Legislature verbatim into a new Property Rights Element of the Bonita Plan. This recommendation is made with consideration of advice from the City Attorney's Office that the adoption of the "statement of rights" would provide the City with the best legal defense against any challenges to its adoption. Additionally, this will decrease the chance of the proposed amendments being challenged or considered to not be in compliance with state statutes.

The statement of rights is consistent with the City's current practices concerning private property rights and will not substantially affect application requirements and/or review timelines.

Florida Statutes already requires local governments to consider private property rights as provided in §163.3161(10) and §187.101(3). The purpose of this statutory requirement appears to further protect private property rights from government actions. The adoption of this amendment will enable the City to fulfill its statutory requirement that each local government in the State of Florida include a property rights element in its comprehensive plan to ensure that property rights are considered in local decision-making

---

**NOTICE OF PROPOSED ACTION:**

The LPA public hearing and City Council transmittal hearing was noticed in a newspaper of general circulation. The transmittal hearing is scheduled before the City Council for transmittal to the Florida Department of Economic Opportunity (FDEO) on December 15, 2021. The adoption hearing will be scheduled in accordance with Florida State Statute upon receipt of comments from FDEO and/or other reviewing agencies.

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**CONCLUSIONS:**

The Bonita Springs Comprehensive Plan should be transmitted to FDEO through the Expedited Review Process in accordance with Florida State Statute based on the Staff Analysis.

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**STAFF RECOMMENDATION**

Commence with the transmittal process for comprehensive plan amendment and if approved, transmit to FDEO through the Expedited Review Process in accordance with Florida State Statute.

---

**EXHIBITS**

- A. Comprehensive Plan Text Amendment-LPA
- B. Comprehensive Plan Text Amendment-City Council Transmittal

**ATTACHMENTS:**

- A. House Bill 59
- B. Review Agency Correspondence.

*Submitted by:* Jacqueline Genson, AICP  
Planning and Zoning Manager

**PART III - LOCAL PLANNING AGENCY  
REVIEW AND RECOMMENDATION**

DATE OF PUBLIC HEARING: December 9, 2021

**A. LOCAL PLANNING AGENCY REVIEW**

Members of the Local Planning Agency (LPA) inquired as to how this amendment affects local ordinances, eminent domain and other property rights provisions that are afforded in Florida Statutes. The City Attorney addressed those inquiries and ultimately the LPA recommended to find the amendment consistent with the comprehensive plan.

**B. LOCAL PLANNING AGENCY RECOMMENDATION AND FINDINGS OF FACT SUMMARY**

**1. RECOMMENDATION:** City Council to find the request consistent with the City of Bonita Springs Comprehensive Plan and transmit the amendment to the Florida Department of Economic Opportunity. The motion passed 5-0.

**2. BASIS AND RECOMMENDED FINDINGS OF FACT:** The Local Planning Agency accepted the findings of fact as provided by staff.

**C. VOTE:**

<b>Chair Jeff Maturo</b>	<u>    Aye    </u>
<b>Don Colapietro</b>	<u>    Aye    </u>
<b>Rex Sims</b>	<u>  Absent  </u>
<b>Jeff Lewin</b>	<u>    Aye    </u>
<b>Linda Schwartz</b>	<u>  Absent  </u>
<b>Robert Bornstein</b>	<u>    Aye    </u>
<b>Bob Lombardo</b>	<u>    Aye    </u>

**PART IV – CITY COUNCIL  
HEARING FOR TRANSMITTAL OF PROPOSED AMENDMENT**

DATE OF PUBLIC HEARING: December 15, 2021

**A. CITY COUNCIL REVIEW**

Staff provided a presentation to the City Council summarizing the background of the amendments. A member of City Council inquired as to how this amendment affects the applicability and enforcement of local ordinances and was concerned that the language as proposed could potentially create ambiguity as to enforcement of local ordinances. The City Attorney addressed those inquiries and ultimately the City Council recommended to add additional language in Goal 1 and remove language item 2. They motioned to transmit with the changes. In closing, another member of City Council also acknowledged other property rights provisions that are afforded in Florida Statutes and expressed the redundancy of this requirement.

**B. CITY COUNCIL RECOMMENDATION AND FINDINGS OF FACT SUMMARY**

**1. COUNCIL ACTION:** The City Council recommended to add additional language in Goal 1 and remove language in item 2. They motioned to transmit with the changes.

**2. BASIS AND RECOMMENDED FINDINGS OF FACT:** The City Council accepted the findings of fact as presented by staff.

**C. VOTE:**

<b>Mayor Rick Steinmeyer</b>	_____ <b>Aye</b> _____
<b>Amy Quaremba</b>	_____ <b>Aye</b> _____
<b>Jesse Purdon</b>	_____ <b>Aye</b> _____
<b>Laura Carr</b>	_____ <b>Aye</b> _____
<b>Chris Corrie</b>	_____ <b>Aye</b> _____
<b>Mike Gibson</b>	_____ <b>Aye</b> _____
<b>Fred Forbes</b>	_____ <b>Aye</b> _____

**PART V – CITY COUNCIL  
HEARING FOR ADOPTION OF PROPOSED AMENDMENT**

DATE OF PUBLIC HEARING: February 16, 2022

**REQUEST:** This request is to adopt comprehensive plan amendments based on City Council direction from the December 15, 2021 transmittal hearing.

**TRANSMITTAL:** On December 15, 2021, the City Council approved the transmittal of the amendments (7/0), with changes, to the Florida Department of Economic Opportunity (DEO). Pursuant to City Councils’ direction, Staff removed language from the proposed text in item 2 and incorporated it into Goal 1. That amendment language was sent to DEO and state agencies for review.

**AGENCY COMMENTS:** Florida State Statute 163.3184(4) sets forth the manner in which reviewing agencies, local government, or governmental agencies may comment on comprehensive plan amendments.

The FDEO is responsible for plan review, coordination of reviewing agencies, and preparing comments. The FDEO may provide objections, recommendations, or comments (ORC). Only objections raised in the ORC may be used as a basis for determining whether the plan amendments will be deemed by FDEO to be in compliance.

The FDEO determined the transmittal package was complete on December 27, 2021. On January 21, 2022, the FDEO issued a letter with no objection to the proposed amendments.

The Florida Department of Transportation (FDOT) and the Florida Department of Environmental Protection (FDEP) also reviewed the request and determined that the proposed amendments have no significant adverse impacts on those resources or facilities of state importance and will not form a basis of challenge.

The city received no objections or technical assistant comments from other state agencies; therefore, no additional changes are required. See “**Attachment B**” for received Review Agency correspondence.

**STAFF RECOMMENDATION:** Staff recommends that the City Council adopt the amendments, with those changes made at the transmittal hearing, to the City of Bonita Springs Comprehensive Plan.

**B. CITY COUNCIL RECOMMENDATION AND FINDINGS OF  
FACT SUMMARY**

**1. COUNCIL ACTION:**

Section to be completed after the adoption hearing.

**2. BASIS AND RECOMMENDED FINDINGS OF FACT:**

Section to be completed after the adoption hearing.

**C. VOTE:**

**Mayor Rick Steinmeyer** \_\_\_\_\_

**Amy Quaremba** \_\_\_\_\_

**Jesse Purdon** \_\_\_\_\_

**Laura Carr** \_\_\_\_\_

**Chris Corrie** \_\_\_\_\_

**Mike Gibson** \_\_\_\_\_

**Fred Forbes** \_\_\_\_\_

Exhibit A

Local Planning Agency

PROPERTY RIGHTS ELEMENT

GOALS, OBJECTIVES AND POLICIES

Goal 1. In accordance with §163.31776)(i), the following rights will be considered in local decision making:

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
4. The right of a property owner to dispose of his or her property through sale or gift.

Exhibit B

City Council for Transmittal

PROPERTY RIGHTS ELEMENT

GOALS, OBJECTIVES AND POLICIES

Goal 1. In accordance with §163.31776)(i), the following rights will be considered in local decision making, subject to state law and local ordinances:

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
4. The right of a property owner to dispose of his or her property through sale or gift.

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2021 Legislature

1  
2 An act relating to growth management; amending s.  
3 163.3167, F.S.; specifying requirements for certain  
4 comprehensive plans effective, rather than adopted,  
5 after a specified date and for associated land  
6 development regulations; amending s. 163.3177, F.S.;  
7 requiring local governments to include a property  
8 rights element in their comprehensive plans; providing  
9 a statement of rights which a local government may  
10 use; requiring a local government to adopt a property  
11 rights element by the earlier of its adoption of its  
12 next proposed plan amendment initiated after a certain  
13 date or the next scheduled evaluation and appraisal of  
14 its comprehensive plan; prohibiting a local  
15 government's property rights element from conflicting  
16 with the statement of rights contained in the act;  
17 amending s. 163.3237, F.S.; providing that the consent  
18 of certain property owners is not required for  
19 development agreement changes under certain  
20 circumstances; providing an exception; amending s.  
21 337.25, F.S.; requiring the Department of  
22 Transportation to afford a right of first refusal to  
23 certain individuals under specified circumstances;  
24 providing requirements and procedures for the right of  
25 first refusal; amending s. 380.06, F.S.; authorizing

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2021 Legislature

26 |       certain developments of regional impact agreements to  
 27 |       be amended under certain circumstances; providing  
 28 |       retroactive applicability; providing a declaration of  
 29 |       important state interest; providing an effective date.

30 |

31 | Be It Enacted by the Legislature of the State of Florida:

32 |

33 |       Section 1. Subsection (3) of section 163.3167, Florida  
 34 | Statutes, is amended to read:

35 |       163.3167 Scope of act.—

36 |       (3) A municipality established after the effective date of  
 37 | this act shall, within 1 year after incorporation, establish a  
 38 | local planning agency, pursuant to s. 163.3174, and prepare and  
 39 | adopt a comprehensive plan of the type and in the manner set out  
 40 | in this act within 3 years after the date of such incorporation.

41 | A county comprehensive plan is controlling until the  
 42 | municipality adopts a comprehensive plan in accordance with this  
 43 | act. A comprehensive plan for a newly incorporated municipality  
 44 | which becomes effective ~~adopted~~ after January 1, 2016 ~~2019~~, and  
 45 | all land development regulations adopted to implement the  
 46 | comprehensive plan must incorporate each development order  
 47 | existing before the comprehensive plan's effective date, may not  
 48 | impair the completion of a development in accordance with such  
 49 | existing development order, and must vest the density and  
 50 | intensity approved by such development order existing on the

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2021 Legislature

51 effective date of the comprehensive plan without limitation or  
52 modification.

53 Section 2. Paragraph (i) is added to subsection (6) of  
54 section 163.3177, Florida Statutes, to read:

55 163.3177 Required and optional elements of comprehensive  
56 plan; studies and surveys.—

57 (6) In addition to the requirements of subsections (1)-  
58 (5), the comprehensive plan shall include the following  
59 elements:

60 (i)1. In accordance with the legislative intent expressed  
61 in ss. 163.3161(10) and 187.101(3) that governmental entities  
62 respect judicially acknowledged and constitutionally protected  
63 private property rights, each local government shall include in  
64 its comprehensive plan a property rights element to ensure that  
65 private property rights are considered in local decisionmaking.  
66 A local government may adopt its own property rights element or  
67 use the following statement of rights:

68  
69 The following rights shall be considered in local  
70 decisionmaking:

71  
72 1. The right of a property owner to physically  
73 possess and control his or her interests in the  
74 property, including easements, leases, or mineral  
75 rights.

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2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.

3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

4. The right of a property owner to dispose of his or her property through sale or gift.

2. Each local government must adopt a property rights element in its comprehensive plan by the earlier of the date of its adoption of its next proposed plan amendment that is initiated after July 1, 2021, or the date of the next scheduled evaluation and appraisal of its comprehensive plan pursuant to s. 163.3191. If a local government adopts its own property rights element, the element may not conflict with the statement of rights provided in subparagraph 1.

Section 3. Section 163.3237, Florida Statutes, is amended to read:

163.3237 Amendment or cancellation of a development agreement.—A development agreement may be amended or canceled by

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101 mutual consent of the parties to the agreement or by their  
 102 successors in interest. A party or its designated successor in  
 103 interest to a development agreement and a local government may  
 104 amend or cancel a development agreement without securing the  
 105 consent of other parcel owners whose property was originally  
 106 subject to the development agreement, unless the amendment or  
 107 cancellation directly modifies the allowable uses or  
 108 entitlements of such owners' property.

109 Section 4. Subsection (4) of section 337.25, Florida  
 110 Statutes, is amended to read:

111 337.25 Acquisition, lease, and disposal of real and  
 112 personal property.—

113 (4) The department may convey, in the name of the state,  
 114 any land, building, or other property, real or personal, which  
 115 was acquired under subsection (1) and which the department has  
 116 determined is not needed for the construction, operation, and  
 117 maintenance of a transportation facility. When such a  
 118 determination has been made, property may be disposed of through  
 119 negotiations, sealed competitive bids, auctions, or any other  
 120 means the department deems to be in its best interest, with due  
 121 advertisement for property valued by the department at greater  
 122 than \$10,000. A sale may not occur at a price less than the  
 123 department's current estimate of value, except as provided in  
 124 paragraphs (a)-(d). The department may afford a right of first  
 125 refusal to the local government or other political subdivision

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2021 Legislature

126 | in the jurisdiction in which the parcel is situated, except in a  
127 | conveyance transacted under paragraph (a), paragraph (c), or  
128 | paragraph (e). Notwithstanding any provision of this section to  
129 | the contrary, before any conveyance under this subsection may be  
130 | made, except a conveyance under paragraph (a) or paragraph (c),  
131 | the department shall first afford a right of first refusal to  
132 | the previous property owner for the department's current  
133 | estimate of value of the property. The right of first refusal  
134 | must be made in writing and sent to the previous owner via  
135 | certified mail or hand delivery, effective upon receipt. The  
136 | right of first refusal must provide the previous owner with a  
137 | minimum of 30 days to exercise the right in writing and must be  
138 | sent to the originator of the offer by certified mail or hand  
139 | delivery, effective upon dispatch. If the previous owner  
140 | exercises his or her right of first refusal, the previous owner  
141 | has a minimum of 90 days to close on the property. The right of  
142 | first refusal set forth in this subsection may not be required  
143 | for the disposal of property acquired more than 10 years before  
144 | the date of disposition by the department.

145 | (a) If the property has been donated to the state for  
146 | transportation purposes and a transportation facility has not  
147 | been constructed for at least 5 years, plans have not been  
148 | prepared for the construction of such facility, and the property  
149 | is not located in a transportation corridor, the governmental  
150 | entity may authorize reconveyance of the donated property for no

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151 consideration to the original donor or the donor's heirs,  
152 successors, assigns, or representatives.

153 (b) If the property is to be used for a public purpose,  
154 the property may be conveyed without consideration to a  
155 governmental entity.

156 (c) If the property was originally acquired specifically  
157 to provide replacement housing for persons displaced by  
158 transportation projects, the department may negotiate for the  
159 sale of such property as replacement housing. As compensation,  
160 the state shall receive at least its investment in such property  
161 or the department's current estimate of value, whichever is  
162 lower. It is expressly intended that this benefit be extended  
163 only to persons actually displaced by the project. Dispositions  
164 to any other person must be for at least the department's  
165 current estimate of value.

166 (d) If the department determines that the property  
167 requires significant costs to be incurred or that continued  
168 ownership of the property exposes the department to significant  
169 liability risks, the department may use the projected  
170 maintenance costs over the next 10 years to offset the  
171 property's value in establishing a value for disposal of the  
172 property, even if that value is zero.

173 (e) If, at the discretion of the department, a sale to a  
174 person other than an abutting property owner would be  
175 inequitable, the property may be sold to the abutting owner for

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176 | the department's current estimate of value.

177 |       Section 5. Paragraph (d) of subsection (4) of section  
178 | 380.06, Florida Statutes, is amended to read:

179 |       380.06 Developments of regional impact.—

180 |       (4) LOCAL GOVERNMENT DEVELOPMENT ORDER.—

181 |       (d) Any agreement entered into by the state land planning  
182 | agency, the developer, and the local government with respect to  
183 | an approved development of regional impact previously classified  
184 | as essentially built out, or any other official determination  
185 | that an approved development of regional impact is essentially  
186 | built out, remains valid unless it expired on or before April 6,  
187 | 2018, and may be amended pursuant to the processes adopted by  
188 | the local government for amending development orders. Any such  
189 | agreement or amendment may authorize the developer to exchange  
190 | approved land uses, subject to demonstrating that the exchange  
191 | will not increase impacts to public facilities. This paragraph  
192 | applies to all such agreements and amendments effective on or  
193 | after April 6, 2018.

194 |       Section 6. The Legislature finds and declares that this  
195 | act fulfills an important state interest.

196 |       Section 7. This act shall take effect July 1, 2021.



**Ron DeSantis**  
GOVERNOR

**Dane Eagle**  
SECRETARY

January 21, 2022

The Honorable Rick Steinmeyer  
Mayor, City of Bonita Springs  
9101 Bonita Beach Road  
Bonita Springs, Florida 34135

Dear Mayor Steinmeyer:

The Department of Economic Opportunity (“Department”) has reviewed the proposed comprehensive plan amendment for the City of Bonita Springs (Amendment No. 21-01ESR) received on December 22, 2021. The review was completed under the expedited state review process. We have no comment on the proposed amendment.

The City should act by choosing to adopt, adopt with changes, or not adopt the proposed amendment. For your assistance, we have enclosed the procedures for adoption and transmittal of the comprehensive plan amendment. In addition, the City is reminded that:

- Section 163.3184(3)(b), F.S., authorizes other reviewing agencies to provide comments directly to the City. **If the City receives reviewing agency comments and they are not resolved, these comments could form the basis for a challenge to the amendment after adoption.**
- **The second public hearing**, which shall be a hearing on whether to adopt one or more comprehensive plan amendments, **must be held within 180 days** of your receipt of agency comments or the amendment shall be **deemed withdrawn** unless extended by agreement with notice to the Department and any affected party that provided comment on the amendment pursuant to Section 163.3184(3)(c)1., F.S.
- **The adopted amendment must be rendered to the Department.** Under Section 163.3184(3)(c)2. and 4., F.S., the **amendment effective date** is 31 days after the Department notifies the City that the amendment package is complete or, if challenged, until it is found to be in compliance by the Department or the Administration Commission.

The Honorable Rick Steinmeyer, Mayor

January 21, 2022

Page 2 of 2

If you have any questions concerning this review, please contact Anthony Milordis, Planning Analyst, by telephone at (850) 717-8433 or by email at [anthony.milordis@deo.myflorida.com](mailto:anthony.milordis@deo.myflorida.com).

Sincerely,

A handwritten signature in black ink that reads "Scott Rogers". The signature is written in a cursive, slightly slanted style.

Scott Rogers, Regional Planning Administrator  
Bureau of Community Planning and Growth

SR/am

Enclosure(s): Procedures for Adoption

cc: Jacqueline Toemmes Genson, Planning and Zoning Manager, City of Bonita Springs  
Margaret Wuerstle, Executive Director, Southwest Florida Regional Planning Council

**SUBMITTAL OF ADOPTED COMPREHENSIVE PLAN AMENDMENTS**

**FOR EXPEDITED STATE REVIEW**

Section 163.3184(3), Florida Statutes

**NUMBER OF COPIES TO BE SUBMITTED:** Please submit electronically using the Department’s electronic amendment submittal portal “**Comprehensive Plan and Amendment Upload**” (<https://floridajobs.secure.force.com/cp/>) **or** submit three complete copies of all comprehensive plan materials, of which one complete paper copy and two complete electronic copies on CD ROM in Portable Document Format (PDF) to the State Land Planning Agency and one copy to each entity below that provided timely comments to the local government: the appropriate Regional Planning Council; Water Management District; Department of Transportation; Department of Environmental Protection; Department of State; the appropriate county (municipal amendments only); the Florida Fish and Wildlife Conservation Commission and the Department of Agriculture and Consumer Services (county plan amendments only); and the Department of Education (amendments relating to public schools); and for certain local governments, the appropriate military installation and any other local government or governmental agency that has filed a written request.

**SUBMITTAL LETTER:** Please include the following information in the cover letter transmitting the adopted amendment:

\_\_\_\_\_ State Land Planning Agency identification number for adopted amendment package;

\_\_\_\_\_ Summary description of the adoption package, including any amendments proposed but not adopted;

\_\_\_\_\_ Identify if concurrency has been rescinded and indicate for which public facilities. (Transportation, schools, recreation and open space).

\_\_\_\_\_ Ordinance number and adoption date;

\_\_\_\_\_ Certification that the adopted amendment(s) has been submitted to all parties that provided timely comments to the local government;

\_\_\_\_\_ Name, title, address, telephone, FAX number and e-mail address of local government contact;

\_\_\_\_\_ Letter signed by the chief elected official or the person designated by the local government.

**ADOPTION AMENDMENT PACKAGE:** Please include the following information in the amendment package:

\_\_\_\_\_ In the case of text amendments, changes should be shown in strike-through/underline format.

\_\_\_\_\_ In the case of future land use map amendments, an adopted future land use map, **in color format**, clearly depicting the parcel, its future land use designation, and its adopted designation.

\_\_\_\_\_ A copy of any data and analyses the local government deems appropriate.

**Note:** If the local government is relying on previously submitted data and analysis, no additional data and analysis is required;

\_\_\_\_\_ Copy of the executed ordinance adopting the comprehensive plan amendment(s);

Suggested effective date language for the adoption ordinance for expedited review:

"The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If the amendment is timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance."

\_\_\_\_\_ List of additional changes made in the adopted amendment that the State Land Planning Agency did not previously review;

\_\_\_\_\_ List of findings of the local governing body, if any, that were not included in the ordinance and which provided the basis of the adoption or determination not to adopt the proposed amendment;

\_\_\_\_\_ Statement indicating the relationship of the additional changes not previously reviewed by the State Land Planning Agency in response to the comment letter from the State Land Planning Agency.

**From:** [Engala, Todd](#)  
**To:** [Jacqueline Genson](#)  
**Cc:** ["Joedel Zaballero \(jzaballero@vhb.com\)"; Reina, Bessie; "Mr. Babuji Ambikapathy"; Suguri, Vitor; "DEO - CPA Comments"](#)  
**Subject:** Proposed / CPA-21-01ESR (CPA21-86842-BOS) / City of Bonita Springs (Lee County, FL) / FDOT Comments / 01-14-2022  
**Date:** Friday, January 14, 2022 7:43:08 PM  
**Attachments:** [image001.png](#)  
[image004.png](#)

---

Ms. Genson,

Pursuant to Section 163.3184(3), Florida Statutes (F.S.), in its role as a reviewing agency as identified in Section 163.3184(1)(c), F.S., the Florida Department of Transportation (FDOT) reviewed the City of Bonita Springs' Proposed Comprehensive Plan Amendment (CPA) package 21-01ESR.

The proposed amendment seeks to add a Private Property Rights Element, as required by Florida Statute Section 163.3177(6)(i) as provided for in Exhibit A of the City's submittal.

**FDOT Review Comment:** FDOT determined the proposed amendment does not have significant adverse impacts to transportation resources or facilities of state importance, and it will not form a basis of challenge.

FDOT appreciates your commitment to intergovernmental coordination and the opportunity to review and comment on the proposed amendment.

Thank you,

---

**Todd Engala**, *MURP*  
Planner / Planning Studio (District 1)  
*ATKINS on behalf of FDOT, District One*



801 North Broadway Ave.,  
Bartow, FL 33830  
Phone: 863-519-2657  
Email : [Todd.Engala@dot.state.fl.us](mailto:Todd.Engala@dot.state.fl.us)



**From:** [Plan\\_Review](#)  
**To:** [Jacqueline Genson](#); [dcpexternalagencycomments@deo.myflorida.com](mailto:dcpexternalagencycomments@deo.myflorida.com)  
**Cc:** [Plan\\_Review](#)  
**Subject:** Bonita Springs 21-01ESR Proposed  
**Date:** Wednesday, February 2, 2022 4:04:07 PM  
**Attachments:** [image001.png](#)

---

To: Jacqueline Toemmes Genson, AICP, Planning and Zoning Manager

Re: Bonita Springs 21-01ESR – Expedited State Review of Proposed Comprehensive Plan Amendment

The Office of Intergovernmental Programs of the Florida Department of Environmental Protection (Department) has reviewed the above-referenced amendment package under the provisions of Chapter 163, Florida Statutes. The Department conducted a detailed review that focused on potential adverse impacts to important state resources and facilities, specifically: air and water pollution; wetlands and other surface waters of the state; federal and state-owned lands and interest in lands, including state parks, greenways and trails, conservation easements; solid waste; and water and wastewater treatment.

Based on our review of the submitted amendment package, the Department has found no provision that, if adopted, would result in adverse impacts to important state resources subject to the Department's jurisdiction.

Please submit all future amendments by email to [Plan.Review@FloridaDEP.gov](mailto:Plan.Review@FloridaDEP.gov). If your submittal is too large to send via email or if you need other assistance, contact Lindsay Weaver at (850) 717-9037.



**REQUESTED MOTION:** Presentation regarding amendments to the City’s Flood Hazard Reduction Ordinance and direction to staff.

**REQUESTOR:** Ayita Williams Lonergan, Floodplain Manager; John Dulmer, Director of Community Development

**AGENDA:** Presentations

**STRATEGIC PRIORITY:** #1 Stormwater Management

---

**BACKGROUND:** In 2015, the City’s commitment to its Flood Hazard Reduction Program was rewarded with a Class 5 Rating, which provided our residents with the following annual discounts on Flood Insurance Policies purchased through the FEMA:

Structures IN the 100 Year Flood Zone	25%
Structures OUT of the 100 Year Flood Zone	10%

In order to maintain the City’s CRS classification, the following modifications are required:

- 1) Replacement manufactured homes must now meet the elevation requirements.
- 2) Adding size limitations to accessory structures as required by FEMA.
- 3) Adding pre-approved a variance process for agricultural structures.
- 4) Expanding plan review requirements of finished floor elevations to all permits.
- 5) Expanding review and inspections of fill to meet drainage plan requirements.
- 6) Alteration of a watercourse shall submit application to FEMA as a Conditional Letter of Map.
- 7) Variances and Appeals shall be heard by the Hearing Examiner.
- 8) Definitions have been updated to include Coastal A Zones (LiMWA).
- 9) Expanded the required information shown on preliminary plats.

Staff is seeking direction on the proposed amendment to the definition of “market value” which is used in the determination of substantial improvement for a non-conforming structure (aka the 50% rule). The City’s Floodplain Manager, Ayita Williams Lonergan, will be present to review the required amendments and answer any questions Council may have.

**STAFF RECOMMENDATION:** Direct staff to proceed with implementing the required modifications and provide direction to staff regarding the definition of “market value.”

---

**REVIEWERS:**

City Manager: Arleen Hunter  
City Attorney: Derek Rooney  
City Clerk: Debra Filipek  
Department Director: John Dulmer

Council Action: Approved \_\_\_ Denied \_\_\_ Deferred \_\_\_ Other \_\_\_\_\_

**REQUESTED MOTION:** Adopt resolution approving the City's participation in the multijurisdictional Program for Public Information (PPI).

**REQUESTOR:** Carly Sanseverino, Staff Attorney

**AGENDA:** Consent

**STRATEGIC PRIORITY:** #1 Stormwater Management

---

**BACKGROUND:**

The City of Bonita Springs has been a voluntary participant in the National Flood Insurance Program (NFIP) Community Rating System (CRS) since the City's inception. A Program for Public Information (PPI) is a committee-based localized approach to community outreach about flood hazards and flood insurance under the CRS program. As mandated by the 2017 CRS Manual, the community must update its PPI at least every five years.

The goal of PPI is to broaden the understanding of flood hazards, mapping, planning, and insurance requirements within the Special Flood Hazard Area and beyond. The attached document encapsulates the efforts of a county-wide volunteer committee and their year-round work. The attached resolution approves the PPI, which will then earn points during the evaluation of the City's CRS activities of public outreach and education.

**STAFF RECOMMENDATION:** Approval.

**ATTACHMENTS:**

1. Resolution
  2. Lee County Multi-jurisdictional Program for Public Information
- 

**REVIEWERS:**

City Manager: Arleen Hunter  
City Attorney: Derek Rooney  
City Clerk: Debra Filipek  
Department Director:

Council Action: Approved \_\_\_ Denied \_\_\_ Deferred \_\_\_ Other \_\_\_\_\_

CITY OF BONITA SPRINGS, FLORIDA

RESOLUTION 22-

A RESOLUTION OF THE CITY OF BONITA SPRINGS, FLORIDA; APPROVING PARTICIPATION BY THE CITY IN THE MULTIJURISDICTIONAL PROGRAM FOR PUBLIC INFORMATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Bonita Springs has been a member of the National Flood Insurance Program (NFIP) since the inception of the City; and

WHEREAS, the City's voluntary participation in the NFIP's Community Rating System (CRS) earns a discount on flood insurance premiums for City residents; and

WHEREAS, the City supports the efforts of Lee County and other local municipalities in their efforts to broaden public understanding of flood hazards, mapping, planning, and insurance; and

WHEREAS, the County, the City, and other municipalities established a multijurisdictional committee made up of private individuals and representatives of the business community and local residents; and

WHEREAS, the City Council of the City of Bonita Springs appreciates the contribution of all the committee members, especially Bob Rosier, President of Rosier Insurance of Bonita Springs.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Bonita Springs:

Section 1. The City of Bonita Springs does hereby accept and approve the Multijurisdictional Program for Public Information document recommended by the Program for Public Information Committee.

Section 2. This resolution shall take effect immediately upon adoption.

DULY PASSED AND ENACTED by the City Council of the City of Bonita Springs, Lee County, Florida this 16<sup>th</sup> day of February, 2022.

AUTHENTICATION:

\_\_\_\_\_  
Mayor Rick Steinmeyer

\_\_\_\_\_  
City Clerk's Office

APPROVED AS TO FORM: \_\_\_\_\_

City Attorney's Office

VOTE:

Carr  
Corrie  
Forbes  
Gibson

Purdon  
Quaremba  
Steinmeyer



**LEE COUNTY**

**Multi-jurisdictional**

**PROGRAM FOR PUBLIC INFORMATION**

**ABOUT FLOOD HAZARDS AND FLOOD INSURANCE RATE MAPS**

**AUGUST 2020**

**A Comprehensive Outreach Strategy for:**

**Bonita Springs**

**Cape Coral**

**Estero**

**Fort Myers**

**Fort Myers Beach**

**Unincorporated Lee County**

**Sanibel**

Mission Statement: To protect public health and property by educating the community about flood hazards, flood insurance, proper building techniques for floodplains, and floodplain functions. An important objective of this PPI is to encourage a unified message consistent with NFIP and CRS objectives.

## PPI AT A GLANCE

- Projects implemented January through July
- Annual monitoring meeting each August
- Annual evaluation report prepared each year and submitted with annual recertification.
- PPI updated every 5 years

## Background/Timeline/Update

### ***Background***

A Program for Public Information (PPI) is a committee-based, localized approach to community outreach about flood hazards and flood insurance under the NFIP's Community Rating System (CRS) program.

In 2015, the first Multi-jurisdictional Program for Public Information was created and implemented. The original PPI document included: 1) Establishment of the PPI Committee; 2) Review of flood mapping, structure location and NFIP insurance coverage; 3) Selection of target areas and audiences; 4) Assessment of public information needs; 5) Formulation of messages and outcomes; 6) Selection of outreach projects; 7) Selection of flood response projects; and 8) Agreement on implementation, monitoring and yearly evaluation.

As mandated by the 2017 Community Rating System Manual, the community must update its Program for Public Information at least every five years. Detailed and thorough research was integrated in the original PPI document as a baseline for PPI creation. Rather than alter the intent and integrity of the original set of data and information, this PPI document has been revised to include new information with a focus on capturing and comparing data through a five-year perspective.

Annually, an addendum is created to cover membership changes or minor tweaks that will not alter the overall intent of the PPI. Those have been absorbed into this five-year update, and include changing the annual committee meeting to August and updating some language in the outreach messages to reflect our experiences during Hurricane Irma.

This five-year update discontinues the practice of tracking NFIP coverage rates for non-residential structures. Since 2015, it has become clear that the NFIP data does not allow us to easily determine the difference between a policy for a commercial structure or policies for a leased unit and/or contents within that structure. We cannot presume that all of these policies are for structures. As a result, it is difficult to determine an accurate coverage rate among either structures or units. This is also the reason that the 2015 document declined to track NFIP coverage rates for multi-family residential units. This is NOT viewed as a disadvantage. We continue to regard single-family residential coverage, which we do track, as a sentinel indicator of NFIP coverage rates.

One emerging issue, however, has presented a challenge in the 2020 update: our inability to effectively determine how many local home owners are turning to private flood insurance carriers, how that effects our overall coverage rates, and whether that is an explanation for what appears to be a decline in coverage rates for some areas of Lee County.

## Timeline

June 3, 2014	PPI Kickoff meeting
Nov 23, 2015	Original PPI document released and published
April 11, 2016	1 <sup>st</sup> annual monitoring meeting
April 25, 2017	2 <sup>nd</sup> annual monitoring meeting
May 30, 2018	3 <sup>rd</sup> annual monitoring meeting
August 14, 2019	4 <sup>th</sup> annual monitoring meeting
August 28, 2020	5 <sup>th</sup> annual monitoring meeting
April 2021	5 year PPI update document released and published

## UPDATE (5 year) SUMMARY

Each CRS Coordinator or Floodplain Manager from the seven Lee County jurisdictions documented their activities throughout the year and since the adoption and implementation of the original PPI in late 2015. They were polled to evaluate their success and provide feedback regarding the outreach projects. Below is the outcome of a five year evaluation:

### Observations/Trends

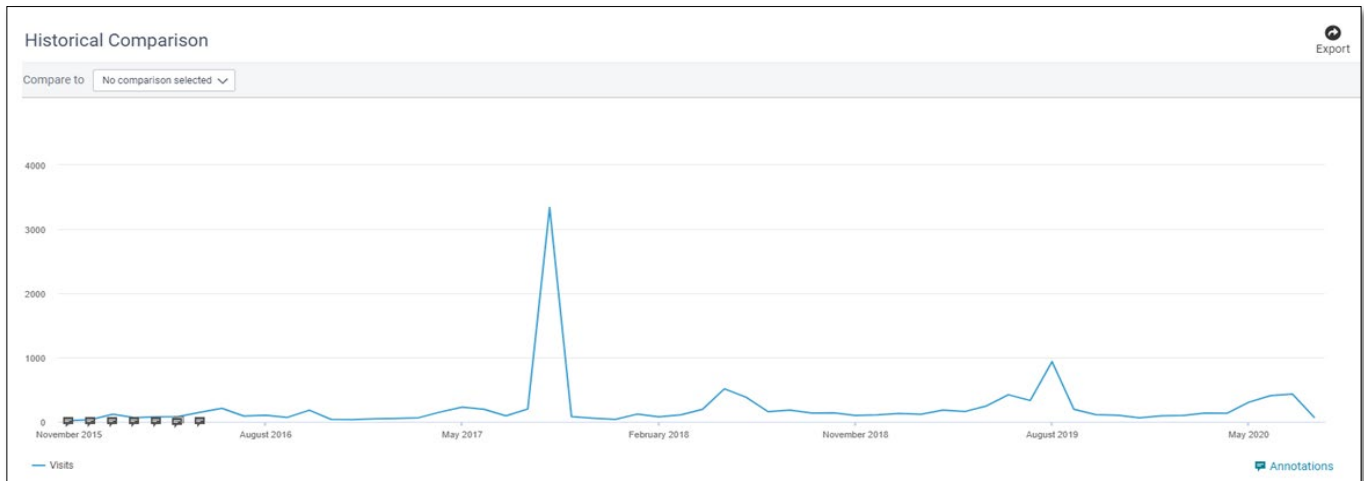
- Decrease (for several communities) for RFAs (Request For Action);
- Increased requests for FIRM information (particularly after the Agents/lenders email is sent);
- Increase in construction projects that exceed minimum standards (based on the 2017 FBC freeboard requirement);
- Increase in Mitigated Rep Loss structures due to Substantial Damage incurred due to Invest 92L Storm and Hurricane Irma (both from 2017);
- Increase (temporary) in requests for information related to the Rep Loss mailers (especially in regards to the “financial assistance” language in the letter);
- Increase in renovation projects in SFHA (with most projects remaining just under the substantial Improvement 50% threshold);
- Frustration regarding broken FEMA web links due to the recent massive website overhaul;
- Virtual media event created in response to the COVID pandemic to adapt to the current environment;
- Increase in Flood Insurance premiums and flood insurance in force. Decrease in flood insurance policies (see page 22);
- Increase in hits to online zone look up or other floodplain pages;
- Increase in flood protection information and sit visit requests;
- Increase in number of permits for flood prone area; and
- Increase in violations for unpermitted or non-compliant construction.

### Changes to PPI

Based on the observations over the last five years, below are the changes to the Program for Public Information.

- PPI committee meeting date changes to August of each year;
- Committee member replacements in addendums absorbed into updated document;
- Tweaks to outreach language regarding Elevation Certificates on record (changed to *if on record*);
- Tweaks to outreach language regarding the insuring your property (changed to *buy flood insurance*);
- Tweaks to outreach language regarding evacuation notifications (changed to *pack your go bag and pet needs*);
- Tweaks to FRP outreach 3 (changed from word document to webpage/weblinks);
- Annual rainy season project change (changed from annual rainy season briefing to annual rainy season *media event*);
- Annual media hazard change (changed from Media Hazard Guide to Media Hazard *Webpage*);
- Change PPI Event Calendar to PPI *Project* Calendar;
- CodeRed changed to AlertLee;
- LeeEvac changed to LeePrepares;
- PPI Monitoring/Reporting – over time the committee has refined the data collection method to become more simplified; and
- Lee County’s Find My Flood Zone app no longer serves addresses in the municipal jurisdictions that have their own NFIP memberships, because the County does not receive updates for all of their flood map amendments and revisions.

The chart below represents activity on the All Hazard Guide website over a five-year span. There were significant spikes in August/September of 2017 due to the summer storms (Invest92L) and Hurricane Irma. The other significant spikes may be attributed to the annual release dates of the digital hazard guide versions as well as each completed outreach.



## History

In August 1979, the City of Sanibel became the first community in Lee County to join the National Flood Insurance Program (NFIP) and adopt Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps. By 1984, all Lee County jurisdictions joined the program, which was created in 1968 to provide flood insurance to private property owners. Since then, newly incorporating jurisdictions in Lee County, an area of 521,000 acres or 813 square miles along the Gulf of Mexico in Southwest Florida, have followed this example and joined the NFIP.

When communities adopt Flood Insurance Rate Maps and flood hazard ordinances and enforce FEMA construction requirements, their residents become eligible to buy policies from the NFIP. This facilitates real estate transactions because flood insurance is required to obtain mortgages in the Special Flood Hazard Area as designated on FEMA flood maps. In addition, FEMA agrees to provide emergency disaster assistance to NFIP communities.

Beyond NFIP requirements, all jurisdictions in Lee County participate in the NFIP's voluntary Community Rating System (CRS). Under CRS guidelines, member communities agree to adopt and enforce higher regulatory standards for construction, record keeping and public outreach. In return for these higher standards, communities earn points that translate into flood insurance discounts. In 2011, municipal and county jurisdictions in Lee, Collier and Charlotte counties formed the Southwest Florida CRS Users Group to share ideas and mutual assistance toward the goal of higher standards of floodplain management.

**The original PPI document combined Unincorporated Lee County and Estero data because the Village of Estero was not an official member of the NFIP until 9/30/2015 and their independent data was not available until 2016, after the baseline data was compiled. For comparison consistency, the 2020 data includes the combined totals for Unincorporated Lee and Estero, in addition to their separate data.**

## Establishing the PPI Committee

In 2013, members of the CRS Users Group in Lee County agreed to enhance their communication outreach with a Multijurisdictional Program for Public Information, a new communication option offered in the 2013 CRS Manual.

The Lee County Multijurisdictional Program for Public Information began with the creation of a PPI Committee representing public stakeholders and local government staff. An organizational meeting was held June 3, 2014 for committee volunteers representing banking, real estate, public health, insurance and general business and residential interests from all the communities. The Committee accomplished these tasks:

- Assess countywide public information needs and identify critical target audiences;
- Formulate important flood-related messages;
- Identify outreach projects to convey the messages;
- Examine other public information initiatives;
- Prepare this Program for Public Information document and have it adopted by the governing boards of member communities; and
- Implement, monitor, and evaluate the program.

Below is a current membership list as of August 2020. Details of the committee's **initial** membership, meeting dates, meeting notes and attendance from 2015 can be found in Appendix A. Member replacement can also be found in the PPI Addendums. Future committee member replacements will continue to be featured in addendums to the PPI as opposed to revisions to the PPI document.

Lee County Multijurisdictional PPI Committee and Dates of PPI Adoption				
Community	Government Staff	Public Stakeholders	Adoption	5 year renewal
<b>Bonita Springs</b>	Ayita Williams, Floodplain Manager	Bob Rosier, President, Rosier Insurance	Bonita Springs City Council Res 15-63	
<b>Cape Coral</b>	Wyatt Daltry, Planning Coordinator	Craig McElroy, Cape Coral resident	Cape Coral City Council Res 15-16	
<b>Estero</b>	Matt Noble, Principal Planner	Marilyn Edwards, Estero resident	Village of Estero Council Res 2016-01	
<b>Fort Myers</b>	Robert Ward, Floodplain Coordinator  Brent Brewster, Flood Plain Manager	Danielle St. Onge, Realtor Association of Greater Fort Myers and the Beach		
<b>Fort Myers Beach</b>	Chelsea O'Riley, Public Works Manager	Jacki Liszak, President Fort Myers Beach Chamber of Commerce	Town of Fort Myers Beach Council Res 16-02	
<b>Unincorporated Lee County</b>	Betsy Clayton, Public Information Officer  Billie Jacoby, CRS Coordinator	Robbie Roepstorff, President, Edison National Bank  Josh Overmyer, resident of North Fort Myers and SFHA	Lee Board of County Commissioners Res 15-11-22	
<b>Sanibel</b>	Harold Law, CRS Director	Chris Heidrick, President, Heidrick & Company Insurance	Sanibel City Council Res 15-096	

## 2020 PPI Committee Approvals

The following charts of topics, target audiences, outreach projects, messages and outcomes summarize the PPI Committee’s final accomplishment. An “at-a-glance” summary of all the projects by message and outcome codes is included in Appendix B Community Rating System reviewers. The remainder of this document details how this Program for Public Information addresses specific Community Rating System Activities and how these audiences, messages and projects were chosen by the committee.

<p><b>Topics:</b></p> <p>1 - Know Your Flood <u>Hazard</u></p> <p>2 - Buy Flood <u>Insurance</u></p> <p>3 - Protect <u>People</u> from Flood Hazard</p> <p>4 - Protect <u>Property</u> from Flood Hazard</p> <p>5 - <u>Build</u> Responsibly</p> <p>6 - Protect <u>Natural</u> Floodplain Functions</p> <p>7 - Prepare for <u>Hurricanes</u></p>	<p><b>Messages:</b></p> <p>1 – Learn your flood hazard, zone and map information and your evacuation zone;</p> <p>2 – Buy flood insurance for your home and contents;</p> <p>3 – Ask your community floodplain manager about flood protection assistance;</p> <p>4 – Get a print or online copy of the Lee County All Hazards Guide;</p> <p>5a – Get a permit before you build;</p> <p>5b – Know the safety and insurance benefits of exceeding minimum standards;</p> <p>5c – Before you remodel, learn about flood regulations and building codes;</p> <p>6a – Don’t block natural flowways;</p> <p>6b – Report blocked ditches, swales and canals;</p> <p>7 – Choose your flood warning system.</p>	
<p><b>Outreach projects:</b></p> <p>OP1 - Rep Loss Residents letter</p> <p>OP2 - Rep Loss Non-resident owners’ letter</p> <p>OP3 - Permit applicant brochure</p> <p>OP4 - Media event</p> <p>OP5 - Media Hazard Webpage</p> <p>OP6 - Agents email</p>	<p><b>Flood response projects:</b></p> <p>FRP 1 - Pre-storm news releases</p> <p>FRP 2 - Social Media postings</p> <p>FRP 3 - Media briefings in the EOC</p> <p>FRP 4 - Post-storm news releases</p> <p>FRP 5 - Additional web postings</p>	<p><b>Target Audience:</b></p> <ul style="list-style-type: none"> <li>- Media</li> <li>- Permit applicants</li> <li>- Real estate agents, insurance agents and lenders</li> <li>- Residents of repetitive loss areas</li> <li>- Non-resident property owners in rep loss areas</li> </ul>

### CRS Activity 330 Proposed Scoring

	330 Outreach Projects	Topics Covered (T) and Messages Used (M)							OP	PPI
		T1 Hazard	T2 Insure	T3 People	T4 Property	T5 Build	T6 Natural	T7 Hurricane		
OP1	RL Residents letter	M1	M 2	M 3	M 4	M 5c	M 6b	M 7	✓	✓
OP2	RL Non-resident owners letter	M 1	M 2	M 3	M 4	M 5c	M 6a	M 7	✓	✓
OP3	Permit applicant brochure	M 1	M 2		M 4	M 5b	M 6a	M 7	✓	✓
OP4	Media event	M 1	M 2	M 3	M 4	M 5a	M 6b	M 7	✓	✓
OP5	Media Hazard Webpage	M 1	M 2	M 3	M 4		M 6b	M 7	✓	✓
OP6	Agents email	M 1	M 2	M 3	M 4	M 5c	M 6b	M 7	✓	✓
	330 Flood Response Projects	Topics Covered (T) and Messages Used (M)							OP	PPI
		T1 Hazard	T2 Insure	T3 People	T4 Property	T5 Build	T6 Natural	T7 Hurricane		
FRP1	Pre-storm news releases			M2			M3	M1	✓	✓
FRP2	Social Media postings			M2			M3	M1	✓	✓
FRP3	Media briefings in the EOC			M2				M1	✓	✓
FRP4	Post-storm news releases			M4	M4	M5			✓	✓
FRP5	Additional web postings			M4	M4	M5			✓	✓

## 6 Outreach Projects

Target Audience	Outreach Project <b>1</b>	Messages	Results/Outcome	Schedule	Responsibility
Residents of repetitive loss areas	Annual Letter	1 – Learn your flood hazard, zone and map information and your evacuation zone;	R1 – Increased requests for FIRM information from the jurisdictions – to be tracked by each jurisdiction  R2 – Increased hits to online zone look-ups and other floodplain management web pages, to be tracked by each jurisdiction;	February	An elected official (in coordination with the Floodplain Manager or CRS Coordinator) in each jurisdiction will send a letter to every residence in the repetitive loss area
		2 – Buy flood insurance for your home and contents.	R3 – Increase in the number of flood insurance policies, to be tracked by each jurisdiction		
		3 – Ask your community floodplain manager about flood protection assistance.	R4 – Increased calls for flood protection information and site visits, to be tracked by the jurisdictions		
		4 – Get a print or online copy of the Lee County All Hazards Guide.	R5 – Increased distribution of the Lee County All Hazards Guide; print versions to be tracked by Lee EOC and downloads to be tracked by all jurisdictions		
		5c – Before you remodel, learn about flood regulations and building codes.	R6 – Fewer violations for unpermitted or non-compliant construction; to be tracked by each jurisdiction		
		6b – Report blocked ditches, swales and canals.	R9 – Increased requests for action, to be tracked by each jurisdiction		
		7 – Choose your flood warning system.	R10 – Increased sign-up for personal notification, to be tracked by Lee County Emergency Management		

Target Audience	Outreach Project <b>2</b>	Messages	Results/Outcome	Schedule	Responsibility
Non-resident owners of houses in repetitive loss areas	Annual Letter	1 – Learn your flood hazard, zone and map information and your evacuation zone;	R1 – Increased requests for FIRM information from the jurisdictions – to be tracked by each jurisdiction  R2 – Increased hits to online zone look-ups and other floodplain management web pages, to be tracked by each jurisdiction	February	An elected official (in coordination with the Floodplain Manager or CRS Coordinator) in each jurisdiction will send a letter to non-resident property owners in the repetitive loss area
		2 – Buy flood insurance for your home and contents.	R3 – Increase in the number of flood insurance policies, to be tracked by each jurisdiction		
		3 – Ask your community floodplain manager about flood protection assistance.	R4 – Increased calls for flood protection information and site visits, to be tracked by the jurisdictions		
		4 – Get a print or online copy of the Lee County All Hazards Guide.	R5 – Increased distribution of the Lee County All Hazards Guide; print versions to be tracked by Lee EOC and downloads to be tracked by all jurisdictions		
		5c – Before you remodel, learn about flood regulations and building codes.	R6 – Fewer violations for unpermitted or non-compliant construction; to be tracked by each jurisdiction		
		6a – Don't block natural flowways.	R8 – Fewer violations of unpermitted filling or blocking of natural flowways; to be tracked by each jurisdiction		
		7 – Choose your flood warning system.	R10 – Increased sign-up for personal notification, to be tracked by Lee County Emergency Management		

Target Audience	Outreach Project <b>3</b>	Messages	Results/Outcome	Schedule	Responsibility
Permit applicants	Build Responsibly brochure	1 – Learn your flood hazard, zone and map information and your evacuation zone;	R1 – Increased requests for FIRM information from the jurisdictions – to be tracked by each jurisdiction  R2 – Increased hits to online zone look-ups and other floodplain management web pages, to be tracked by each jurisdiction;	Year-round	Floodplain manager or CRS coordinator will ensure this brochure is given to every permit applicant at the time of application
		2 – Buy flood insurance for your home and contents.	R3 – Increase in the number of flood insurance policies, to be tracked by each jurisdiction		
		4 – Get a print or online copy of the Lee County All Hazards Guide.	R5 – Increased distribution of the Lee County All Hazards Guide; print versions to be tracked by Lee EOC and downloads to be tracked by all jurisdictions		
		5b – Know the safety and insurance benefits of exceeding minimum standards.	R7 – Increase in construction projects that exceed minimum standards; to be tracked by each jurisdiction		
		6a – Don't block natural flowways.	R8 – Fewer violations of unpermitted filling or blocking of natural flowways; to be tracked by each jurisdiction		
		7 – Choose your flood warning system.	R10 – Increased sign-up for personal notification, to be tracked by Lee County Emergency Management		

Target Audience	Outreach Project <b>4</b>	Messages	Results/Outcome	Schedule	Responsibility
Media	Annual rainy season Media event	1 – Learn your flood hazard, zone and map information and your evacuation zone;	R1 – Increased requests for FIRM information from the jurisdictions – to be tracked by each jurisdiction  R2 – Increased hits to online zone look-ups and other floodplain management web pages, to be tracked by each jurisdiction;	May	Lee County PIO will invite representatives of all media to an event where they can hear our messages and bank flood insurance and floodplain management information
		2 – Buy flood insurance for your home and contents.	R3 – Increase in the number of flood insurance policies, to be tracked by each jurisdiction		
		3 – Ask your community floodplain manager about flood protection assistance.	R4 – Increased calls for flood protection information and site visits, to be tracked by each jurisdiction		
		4 – Get a print or online copy of the Lee County All Hazards Guide.	R5 – Increased distribution of the Lee County All Hazards Guide; print versions to be tracked by Lee EOC and downloads to be tracked by all jurisdictions		
		5a – Get a permit before you build.	R6 – Fewer violations for unpermitted or non-compliant construction; to be tracked by each jurisdiction		
		6b – Report blocked ditches, swales and canals.	R9 – Increased requests for action, to be tracked by each jurisdiction		
		7 – Choose your flood warning system.	R10 – Increased sign-up for personal notification, to be tracked by Lee County Emergency Management		

Target Audience	Outreach Project <b>5</b>	Messages	Results/Outcome	Schedule	Responsibility
Media	Media Hazard Webpage	1 – Learn your flood hazard, zone and map information and your evacuation zone;	R1 – Increased requests for FIRM information from the jurisdictions – to be tracked by each jurisdiction  R2 – Increased hits to online zone look-ups and other floodplain management web pages, to be tracked by each jurisdiction;	May	Lee County PIO will distribute a weblink for easy to access information regarding flood hazards for storm events
		2 – Buy flood insurance for your home and contents.	R3 – Increase in the number of flood insurance policies, to be tracked by each jurisdiction		
		3 – Ask your community floodplain manager about flood protection assistance.	R4 – Increased calls for flood protection information and site visits; to be tracked by each jurisdiction		
		4 – Get a print or online copy of the Lee County All Hazards Guide.	R5 – Increased distribution of the Lee County All Hazards Guide; print versions to be tracked by Lee EOC and downloads to be tracked by all jurisdictions		
		6b – Report blocked ditches, swales and canals.	R9 – Increased requests for action, to be tracked by each jurisdiction		
		7 – Choose your flood warning system.	R10 – Increased sign-up for personal notification, to be tracked by Lee County Emergency Management		

Target Audience	Outreach Project <b>6</b>	Messages	Results/Outcome	Schedule	Responsibility
Real estate and insurance agents, and lenders	Annual email	1 – Learn your flood hazard, zone and map information and your evacuation zone;	R1 – Increased requests for FIRM information from the jurisdictions – to be tracked by each jurisdiction  R2 – Increased hits to online zone look-ups and other floodplain management web pages, to be tracked by each jurisdiction;	June	Floodplain manager or CRS coordinator for each jurisdiction will send a letter to every real estate and insurance agent and lender in the jurisdiction
		2 – Buy flood insurance for your home and contents.	R3 – Increase in the number of flood insurance policies, to be tracked by each jurisdiction		
		3 – Ask your community floodplain manager about flood protection assistance.	R4 – Increased calls for flood protection information and site visits; to be tracked by each jurisdiction		
		4 – Get a print or online copy of the Lee County All Hazards Guide.	R5 – Increased distribution of the Lee County All Hazards Guide; print versions to be tracked by Lee EOC and downloads to be tracked by all jurisdictions		
		5c – Before you remodel, learn about flood regulations and building codes.	R6 – Fewer violations for unpermitted or non-compliant construction; to be tracked by each jurisdiction		
		6b – Report blocked ditches, swales and canals.	R9 – Increased requests for action, to be tracked by each jurisdiction		
		7 – Choose your flood warning system.	R10 – Increased sign-up for personal notification, to be tracked by Lee County Emergency Management		

## CRS activities objectives

This PPI document will assist the jurisdictions in supporting the communication objectives of the following CRS activities:

Map Information Services	Flood Protection Information	Rep Loss Area Outreach
Outreach Projects	Flood Protection Assistance	Drainage System Maintenance
Hazard Disclosure	Insurance Promotion	Flood Warning and Response

### **Map Information Services Activities**

All projects publicize how to get FEMA Flood Insurance Rate Map information. This information also can be obtained in various ways depending on the jurisdiction. Some, like Lee County, use a “Find My Flood Zone” app. Lee County’s app and the widely distributed Lee County [All Hazards Guide](#) also point users to their appropriate jurisdictions and FEMA’s Flood Map Service Center. Each jurisdiction has its own method of providing map information services, and all jurisdictions provide this information by phone or in person at their offices. In addition, several jurisdictions issue a written a FIRM letter if requested.

The map information includes:

- All FIRM panel information;
- Flood zone and BFE, floodway or COBRA/OPA zone;
- Coastal High Hazard Area, Coastal Building Zone, Windspeed Building Risk Category;
- Evacuation Zone;
- Watershed ID and related issues; and
- Grade elevation and issues related to the difference between grade and BFE.

### **Outreach Project Activities**

This document implements both the Program for Public information and the Flood Response Preparation package under this activity. When a storm is severe enough to activate the Lee County Emergency Operations Center, the Lee County PIO stationed at the EOC, which is also staffed by representatives of each jurisdiction, will take over countywide communication. This pre-packaged information includes select messages from the PPI. For the convenience of the Community Rating System reviewers, a table summarizes the PPI messages in the format of the “CRS Activity 330 Proposed Scoring” chart on page 6.

### **Hazard Disclosure Activities**

The PPI includes an annual email to real estate agents with messages that communicate the select CRS topics. It includes a copy of Lee County All Hazards Guide with the recommendation that they share it with their clients. That guide is loaded with information about how someone can learn the flood zone, flood map and other flood hazard details for any parcel in all of the jurisdictions. It also includes information about how their clients can contact the jurisdictions for site visits or other information. In addition, the State of Florida requires that flood zone and flood information is part of sale closing documentation.

### **Flood Protection Information Activities**

All PPI outreach projects include each jurisdiction's web site as an important conduit of information in the PPI. The jurisdictions will agree to a checklist of information to be placed on each jurisdiction's floodplain management home page. This same checklist would be offered to media and other partners. And, the jurisdictions are encouraged to embrace these website references in other outreach projects as well.

The check list would include:

- The seven committee-selected communication topics and related messages;
- Information about flood warning systems, flood hazard and evacuation maps, and links to flood safety precautions, and shelter locations, including special-needs shelters; and
- Links to:
  - Additional flood hazard and flood insurance information, especially those topics for which the jurisdiction claims CRS credit;
  - FEMA's FloodSmart website;
  - Emergency operations centers;
  - Elevation Certificate look-up; and
  - Rain gages.

### **Flood Protection Assistance Activities**

Jurisdiction staff provide one-on-one advice to anyone interested in protecting their building from flood damage. Some of these can be inexpensive, such as retrofitting an elevated foundation with the proper flood openings. Some can be expensive, such as elevating a slab-on-grade structure. Therefore the assistance includes a discussion of possible financial assistance and all relevant regulatory requirements. Some instances may include a site visit to determine the source of flood damage and to review alternative protection measures. These may be followed by a written summary of the flood problem and recommended alternatives. The reviews will include how elevating a building, retrofitting flood openings, and having the proper enclosed areas can reduce flood insurance premiums.

The committee discussed this service and made two recommendations:

First, in the past, the public has been advised of this service through an annual mailing to all properties in the community or all properties in the SFHA. This has proven to be very expensive and publicizes the service to many people who do not need it. The committee agreed that the real target would be those most likely to experience flooding and benefit from this assistance – their repetitive loss areas.

The communities originally mapped their repetitive loss areas using NFIP data, local data, and statistics, initially focusing on structures that had received at least one or more flood insurance claim to the NFIP. Then, dates of the claims were compared to the dates of known weather events to determine the potential causes of flooding. Topographic data was used to identify areas with significantly lower elevations than the developed areas with no flood claims. Two-foot (spaced) contours and a LiDAR DEM were used as a background to help with visualization of topography. The process also looked at the areas that are most vulnerable to storm surge along the coast and shoreline, populated areas along interior waterways, areas that the communities have had detailed studies due to flooding and/or local knowledge of problematic flooding. The result of mapping the many layers of information is that the communities were able to better determine the areas and specific structures that may be subject to flooding.

While an annual notice to repetitive loss area properties will be the primary publicity vehicle for the service, it was decided that the assistance should also be included in other media that reach a wider audience, such as on each community's website, the All Hazards Guide, and notices to lenders, real estate agents, and insurance agents.

Second, the committee recommended that appropriate PPI messages be conveyed to people receiving the assistance along with the recommendations from the visit. For example, these messages could be reinforced:

- Buy flood insurance for your home and contents or keep a flood insurance policy (Message 2);
- Protect your family, too. Get a print or online copy of the Lee County All Hazards Guide (Message 4); and/or
- Learn about the building regulations and get a permit before you start (Messages 5c and 5a).

### **Insurance Promotion Activities**

This PPI document includes communication that supports the goal of increasing flood insurance coverage. A lender sits on the PPI Committee. The PPI includes the assessment of NFIP coverage for the number of policies in each jurisdiction in the AE and VE flood zones, and the number of policies covering residential and non-residential structures. An outcome for all six outreach projects is to increase the number of NFIP flood insurance policies in the jurisdictions. An elected official in each jurisdiction will send the letter to Repetitive Loss Area property owners and residents. This document establishes 2015 baseline coverage rates for single family residences and non-residential structures in each jurisdiction and sets the 2015 baseline number of policies for single-family homes, residential 2-4 units, other residential units, and non-residential structures.

### **Rep Loss Area Outreach Activities**

The PPI identifies repetitive loss areas as a target area and includes two outreach projects to separate target audiences: residents and non-resident owners of houses in repetitive loss areas. It also verifies that the outreach messages promote flood insurance, flood protection assistance and warning systems and response.

### **Drainage System Maintenance Activities**

Florida's Stream Dumping Regulations make dumping or obstructing flows in ditches and streams illegal. In this PPI, Outreach Projects 2 and 4 will bring the message "Don't block natural flowways," to all permit applicants and non-resident owners of properties in repetitive loss areas. The message "Report blocked ditches, swales and canals," is delivered in Outreach Projects 1, 3, 5 and 6. The projects will outline the benefits of these messages, including reduction of neighborhood flooding. It will also include the consequences violating the Florida Statute.

### **Flood Warning and Response Activities**

Traditionally, the public is advised of this service through an annual mailing to all properties in the community or all properties in the SFHA. The committee favors an alternative approach for four reasons:

1. Government mailers are more likely to be tossed as junk mail than to actually be read and saved.
2. The expense of a multijurisdictional mailing to 119,424 structures is estimated to be approximately \$47,770. This is based on a cost of \$.40 per mailer including stationery and bulk mail rates. Due to the committee's desire to communicate several messages, it was decided that this communication would not be appropriate for a mailed postcard or a utility bill stuffer. Also note that no single utility company covers the entire jurisdiction. Not all of the jurisdictions have an existing mailer that can "piggy-back" for this mailing.
3. The most compelling reason the committee embraced the alternative is that many outreach projects already exist in the multijurisdictional area to communicate about flood warning systems and response as well as flood hazard and safety messages. These saturate the Southwest Florida area throughout the June 1-October 31 storm season. Led by the Lee County Emergency Operations staff, all jurisdictions participate in hurricane preparedness outreach. The Lee County EOC distributes approximately 25,000 printed All Hazards Guides throughout the county. This guide includes an abundance of information about both criteria for 610 – notice of the warning system and recommended safety measures for a flood. Its hurricane preparedness seminars reach more than 3,500 people annually. In addition, all jurisdictions have newsletters and/or web sites that explain flood warning systems and hazards and promote safety information. Beyond that, stakeholder groups participate in hurricane season communication – all of which highlights flood warning and response information coupled with messages about flood hazard risks and safety measures. These include:
  - Four major newspapers with a combined circulation of more than 200,000: The News-Press, Naples Daily News, Florida Weekly – Fort Myers, and Breeze Newspapers – which has five community newspapers, all publish annual hurricane guides for both print and online distribution during June. In addition, these newspapers repeat this information often during hurricane season as part of their coverage of tropical storms, storm anniversaries and rainy season events.
  - NBC, CBS, ABC and Fox local television broadcast affiliates reach all of Southwest Florida with routine storm warning, response and hazard safety information. Each also posts an online Hurricane Guide and routinely references warning and response information and flood safety information as part of coverage of tropical storms, storm anniversaries and rainy season events.
  - WGCU, the Public Radio station affiliated with Florida Gulf Coast University and a communication partner with the Lee County Emergency Operations Center, and all major radio stations similarly broadcast this information.
  - The Lee County Electric Coop includes this information in its billing at least once annually – often more frequently in stormy seasons.
  - All local Publix and Home Depot stores distribute this information, and Home Depot holds several preparedness seminars at its stores during June.
  - In jurisdictions where Publix and Home Depot do not exist, smaller chains or private grocery and hardware stores fill this role.
  - The Lee County Public Information Officer conducted a survey of all major distributors of hurricane season guides and analyzed the content. Her survey found at least a dozen additional hurricane season outreach projects that re-distribute the flood warning and response and hazard safety information distributed by the Lee County Emergency Operations Center.
  - This information is posted in all libraries throughout Lee County.

4. The final reason the committee prefers the alternative outreach is that the news media is now the primary source of storm, weather and impending disaster information. However, every reporter, editor, anchor, blogger, etc. is communicating something different. An important objective of this PPI is to encourage a unified message consistent with NFIP and CRS objectives. That consistency will be extended to communication to insurance agents, real estate agents, lenders, residents of repetitive loss areas and non-resident owners of property in the repetitive loss areas. A clear and consistent message will be distributed in the way it is most likely to be received. Specifically, the flood warning system information will be communicated through the message: Choose your flood warning system. The committee is encouraging individuals not simply to turn on the TV or radio to learn if a storm is coming, but to **CHOOSE** a method of personal notification. In this jurisdiction, those options include:
- **AlertLee** – A free telephone, text or email service;
  - **LeePrepares for iPhone** – A free app for Apple devices that pushes evacuation notifications in real time during emergencies and which also allows users to search for evacuation zones by street address;
  - **LeePrepares for Android** – A free app for Android devices that pushes evacuation notifications in real time during emergencies and which also allows users to search for evacuation zones by street address or by GPS;
  - **Facebook** – This Facebook page posts real time updates about emergency conditions and always offers general preparedness information;
  - **Twitter** – There are two Twitter accounts: [@LeeEOC](#) - offers purely emergency information, and [@LCEMFL](#) - offers also includes general and preparedness information;
  - **IPAWS** – Lee County Public Safety is a FEMA Integrated Public Alert Warning System (IPAWS) Alerting Authority. We can utilize the IPAWS to alert and warn Lee County residents and visitors about serious emergencies through various means, including the Emergency Alert System (EAS), Wireless Emergency Alerts (WEA), and the National Oceanic and Atmospheric Administration (NOAA) Weather Radio.

## Review of Mapping, Structure Location and Insurance Coverage

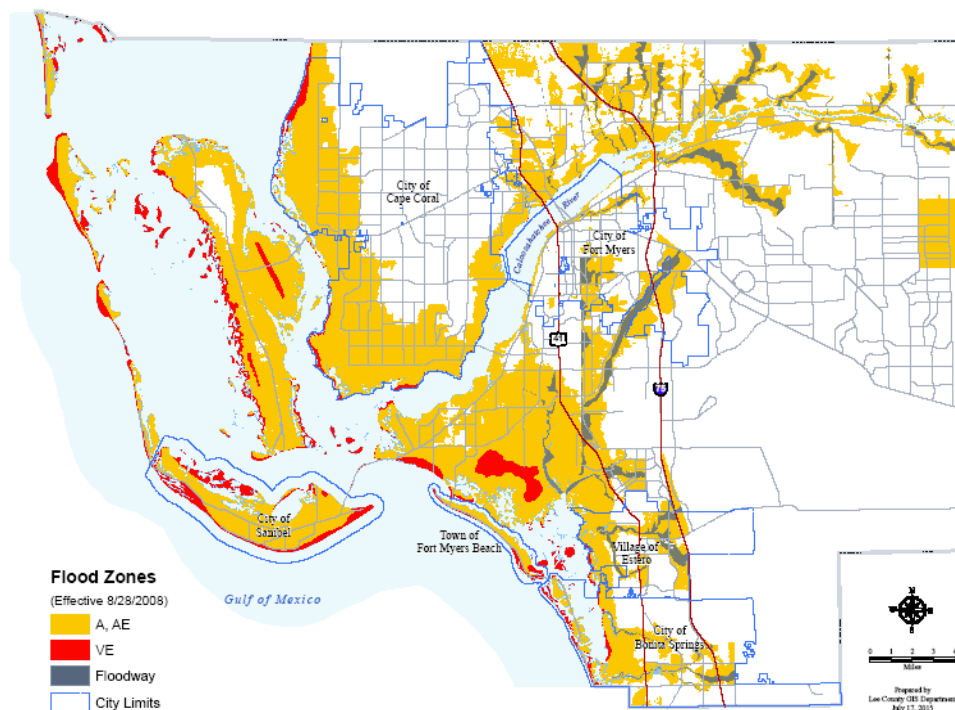
The committee crafts its public information program with a review of countywide FEMA Flood Insurance Rate Maps, the Lee County Hurricane Evacuation Map, which was adopted as part of Lee County's Local Mitigation Strategy, and consideration of areas where the National Flood Insurance Program reported repetitive losses.

The committee specifically considers VE Zones, A and AE zones; regulatory floodways in the AE zones; X Zones outside the Special Flood Hazard Area; and repetitive loss areas in each of the communities.

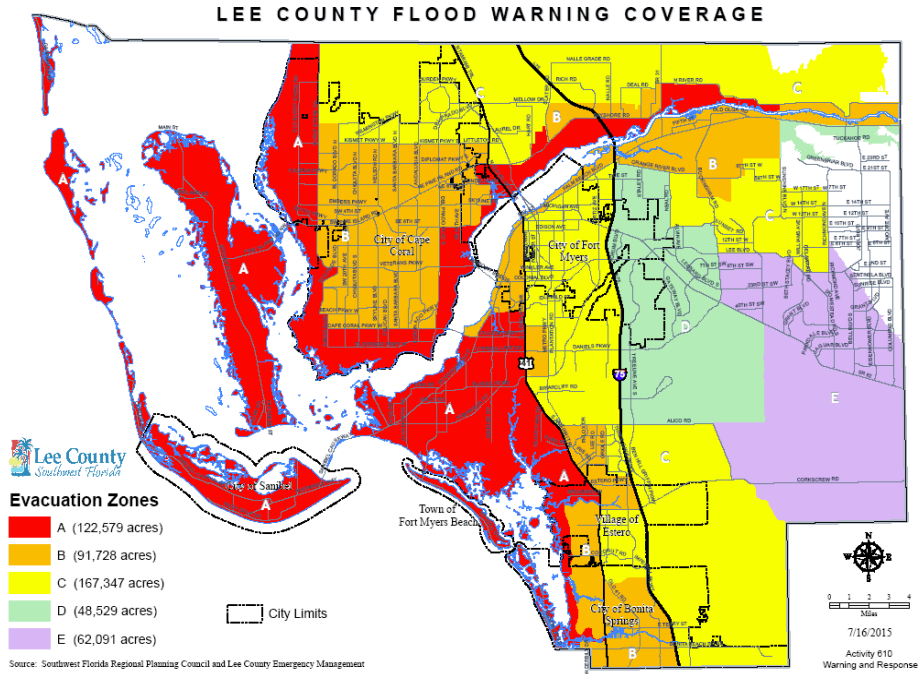
The Flood Insurance Rate Maps show that most of Lee County's communities include a mix of FEMA flood zones, with two exceptions:

- The barrier islands of Fort Myers Beach and Sanibel are mapped almost completely in the Special Flood Hazard Area and have no significant areas of X Zone;
- Because they are barrier islands and FEMA has mapped them exclusively with coastal modeling, neither Sanibel nor Fort Myers Beach has regulatory riverine floodways.

### Lee County Flood Zones and Regulatory Floodways established by FEMA



In reviewing the Lee County Hurricane Evacuation Map from 2015, the committee noted that all V Zones from the FEMA Flood Insurance Rate Maps are included in Evacuation Zone A. The same holds true for the most updated version of this evacuation map in 2020.



**Acres in Flood Zone – 2015 Baseline**

Descriptions of the flood zones, Evacuation Zone A and repetitive loss areas can be summarized in this table, which reflects **zones in acres and repetitive loss properties in numbers of structures as of 2015:**

	FLOOD INSURANCE RATE MAPS				EVACUATION MAP	NFIP Data
	V Zone	A and AE	Regulatory Floodway	X Zone	Evacuation Zone A	Rep Loss Properties
<b>Bonita Springs</b>	792	8,338	501	16,784	3,391	62
<b>Cape Coral</b>	1,269	32,431	28	40,218	25,262	2
<b>Estero</b>	115	6,280	1,194	9,985	2,695	1
<b>Fort Myers</b>	36	6,976	901	19,003	18	5
<b>Fort Myers Beach</b>	645	1,017	0	0	1,661	326
<b>Lee County</b>	9,680	105,271	8,413	251,076	78,925	197
<b>Sanibel</b>	2,727	8,015	0	4	10,745	61
<b>Total Multijurisdictional Area</b>	15,264	168,328	9,843	337,070	122,697	654

**Structures in Flood Zones – 2015 Baseline**

In addition to looking at the flood zones and other flood hazard features, the committee considered the number of structures located within the Special Flood Hazard Area in the V, AE and A zones, and outside the Special Flood Hazard Area in the X Zone.

Residential structures consistently comprise at least 90% of the SFHA structures in each community, with the exception of Fort Myers, where it is 88%.

Information gleaned from this review can be summarized in the following two tables:

<b>Structure Count in The Special Flood Hazard Area</b>				
<b>Jurisdiction</b>	<b>Land Use</b>	<b>Number of Structures</b>	<b>Total of Structures</b>	<b>Percentage of Total</b>
<b>Bonita Springs</b>	NON-RES	352	9,134	3.9%
	RES 1-4	8,518		93.3%
	RES 5 OR MORE	264		2.9%
<b>Cape Coral</b>	NON-RES	621	29,227	2.1%
	RES 1-4	27,977		95.7%
	RES 5 OR MORE	629		2.2%
<b>Estero</b>	NON-RES	216	4,524	4.8%
	RES 1-4	4,182		92.4%
	RES 5 OR MORE	126		2.8%
<b>Fort Myers</b>	NON-RES	665	5,655	11.8%
	RES 1-4	4,588		81.1%
	RES 5 OR MORE	402		7.1%
<b>Fort Myers Beach</b>	NON-RES	150	3,071	4.8%
	RES 1-4	2,784		90.6%
	RES 5 OR MORE	137		4.5%
<b>Lee County</b>	NON-RES	3,797	62,617	6.1%
	RES 1-4	56,695		90.5%
	RES 5 OR MORE	2,125		3.4%
<b>Sanibel</b>	NON-RES	524	5,196	10.1%
	RES 1-4	4,423		85.1%
	RES 5 OR MORE	249		4.8%

<b>Structure Count Outside the Special Flood Hazard Area</b>				
<b>Jurisdiction</b>	<b>Land Use</b>	<b>Number of Structures</b>	<b>Total of Structures</b>	<b>Percentage of Total</b>
<b>Bonita Springs</b>	NON-RES	926	14,533	6.4%
	RES 1-4	13,211		90.9%
	RES 5 OR MORE	396		2.72%
<b>Cape Coral</b>	NON-RES	1,552	42,319	3.8%
	RES 1-4	40,297		95.2%
	RES 5 OR MORE	470		1.1%
<b>Estero</b>	NON-RES	264	11,381	2.3%
	RES 1-4	10,671		93.8%
	RES 5 OR MORE	446		3.9%
<b>Fort Myers</b>	NON-RES	2,678	16,760	15.98%
	RES 1-4	13,206		78.79%
	RES 5 OR MORE	876		5.23%
<b>Fort Myers Beach</b>	NON-RES	0	0	0
	RES 1-4	0		0
	RES 5 OR MORE	0		0
<b>Lee County</b>	NON-RES	4,999	88,685	5.6%
	RES 1-4	82,221		92.7%
	RES 5 OR MORE	1,465		1.7%
<b>Sanibel</b>	NON-RES	0	1	0
	RES 1-4	1		100%
	RES 5 OR MORE	0		0

For the five-year update, the Committee collected 2020 NFIP policy data and moved 2015 baseline data into a new appendix. Other comparison data is shown below with green sections representing 2020 data. First, the number of residential and non-residential structures that are insured is summarized.

<b>Bonita Springs</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>	<b>Trend</b>
Single Family	3,601	\$2,584,634	\$1,018,508,500	↑
2-4 Family	539	\$276,822	\$107,802,000	
All Other Residential	3,385	\$1,192,826	\$648,374,200	
Non Residential	162	\$249,890	\$64,382,900	
Total 2015	7,687	\$4,304,172	\$1,839,067,600	
Total 2020	12,688	\$7,944,259	\$3,201,100,900	
<b>Cape Coral</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>	<b>Trend</b>
Single Family	24,263	\$17,457,691	\$6,807,001,200	↑
2-4 Family	1,305	\$714,142	\$250,949,100	
All Other Residential	6,298	\$2,281,650	\$968,686,500	
Non Residential	433	\$762,624	\$186,428,400	
Total 2015	32,299	\$21,216,107	\$8,213,065,200	
Total 2020	33,429	\$23,768,793	\$9,019,135,600	
<b>Fort Myers</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>	<b>Trend</b>
Single Family	2,420	\$1,519,168	\$666,345,800	↑
2-4 Family	142	\$74,506	\$27,954,100	
All Other Residential	2,328	\$538,209	\$533,836,000	
Non Residential	357	\$722,979	\$163,534,600	
Total 2015	5,247	\$2,854,862	\$1,391,670,500	
Total 2020	6,575	\$3,906,250	\$1,832,223,700	
<b>Fort Myers Beach</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>	<b>Trend</b>
Single Family	752	\$1,472,743	\$171,361,000	↑
2-4 Family	181	\$270,854	\$37,885,100	
All Other Residential	2,155	\$1,008,029	\$424,961,600	
Non Residential	91	\$343,534	\$27,202,500	
Total 2015	3,179	\$3,095,160	\$661,410,200	
Total 2020	6,366	\$7,816,562	\$1,388,515,900	
<b>Lee County and Estero</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>	<b>Trend</b>
Single Family	37,569	\$29,482,789	\$9,945,139,600	↓
2-4 Family	9,348	\$4,470,315	\$1,761,470,600	
All Other Residential	29,097	\$10,271,974	\$4,963,202,700	
Non Residential	2,629	\$5,220,373	\$1,083,827,500	
Total 2015	78,643	\$49,445,451	\$17,753,640,400	
Total 2020	67,332	\$45,814,380	\$16,284,149,600	
<b>Sanibel</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>	<b>Trend</b>
Single Family	3,167	\$3,717,049	\$965,807,100	↓
2-4 Family	636	\$853,437	\$131,318,800	
All Other Residential	4,167	\$3,020,452	\$712,038,200	
on Residential	449	\$1,435,628	\$134,824,000	
Total 2015	8,419	\$9,026,566	\$1,943,988,100	
Total 2020	7,528	\$9,395,904	\$1,827,281,200	

Year	Policies in Force totals ↓	Premium totals ↑	Insurance in Force totals ↑
2015	135,474	\$89,942,318	\$31,802,842,000
2020	133,918	\$98,646,148	\$33,552,402,900

In the second category, the number of buildings in AE and VE FIRM zones that are insured is summarized as of 2015.

<b>Bonita Springs</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>
A01-30 & AE Zones	5,095	\$2,634,413	\$1,101,897,300
V01-30 & VE Zones	356	\$719,184	\$74,124,100
<b>Cape Coral</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>
A01-30 & AE Zones	27,843	\$19,441,499	\$6,897,670,400
V01-30 & VE Zones	4	\$10,926	\$880,000
<b>Fort Myers</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>
A01-30 & AE Zones	3,863	\$2,137,968	\$975,113,600
V01-30 & VE Zones	2	\$13,667	\$580,900
<b>Fort Myers Beach</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>
A01-30 & AE Zones	2,498	\$1,916,153	\$560,935,200
V01-30 & VE Zones	681	\$1,179,007	\$100,475,000
<b>Lee County and Estero</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>
A01-30 & AE Zones	65,232	\$40,462,568	\$14,389,566,800
V01-30 & VE Zones	2,820	\$4,049,213	\$481,045,300
<b>Sanibel</b>	<b>Policies in Force</b>	<b>Premium</b>	<b>Insurance in Force</b>
A01-30 & AE Zones	6,471	\$5,738,677	\$1,612,233,800
V01-30 & VE Zones	1,944	\$3,281,768	\$330,878,500

The Committee also collected insurance data regarding the value of policies.

	<b>Policies in Force</b>	<b>Coverage in Force</b>	<b>Premiums in Force</b>	<b>Claims Submitted</b>	<b>Claims Paid</b>	<b>Total Payments</b>
	As of June 30, 2015			Jan. 1, 1978 – June 30, 2015		
<b>Bonita Springs</b>	7,687	\$1.8 billion	\$4.3 million	9	5	\$111,140
<b>Cape Coral</b>	32,299	\$8.2 billion	\$21.2 million	751	110	\$800,137
<b>Estero</b>	3,632	Unavailable as of October 2015.		Unavailable as of October 2015.		
<b>Fort Myers</b>	5,247	\$1.4 billion	\$2.8 million	238	130	\$1.5 million
<b>Fort Myers Beach</b>	3,179	\$661.4 million	\$3.1 million	340	281	\$6.3 million
<b>Lee County</b>	75,011	\$17.7 billion	\$49.4 million	6,527	4,338	\$59.1 million
<b>Sanibel</b>	8,419	\$1.9 billion	\$9.0 million	1,337	583	\$7.3 million
<b>Total Multijurisdictional Area</b>	135,474	\$31.7 billion	\$89.8 million	9,202	5,447	\$75.1 million

*Determine Level of Flood Insurance Coverage*

The committee was interested in looking at coverage rates by category of structure within the SFHA, particularly for single-family homes. However, the shared CIS (Community Information System) data does not enable us to give a coverage rate for a particular kind of structure, such as single-family or multi-family, specifically within the SFHA. Therefore, coverage rates by type of structure can only be provided for the combined area inside and outside of the SFHA.

The islands of Sanibel and Fort Myers Beach provide an exception for the specific category of single family residences, because every SFR structure – with the exception of one single-family house on Sanibel – is in the SFHA.

A similar conundrum appears with the analysis of the multi-family categories. The number of 2-4 family policies exceeds the number of structures in that category. In the all-other residential category, coverage rates appear to be close to 100% (or over 100%) only because the number of policies for dwelling units is disproportionate to the number of multi-unit structures. Therefore coverage rates cannot be accurately calculated for any category that includes multi-family structures. This would include any “total” comparisons adding in the number of policies attributed to multi-family dwellings. Those coverage rates will be artificially high. To determine an accurate multi-family coverage rate, the jurisdictions would have to determine how many multi-family dwelling units are in each jurisdiction, and the NFIP would have to break out the policies for multi-family structures from the policies for multi-family units, many of which may be for contents only.

Therefore, the committee used the NFIP data to establish two important baselines:

1. The number of flood policies in each jurisdiction by residential and non-residential structure categories;
2. Jurisdiction-wide coverage rates for single-family residences and non-residential structures.

<b>Baseline 2015 Number of NFIP Policies</b>						
	<b>Single Family</b>	<b>2-4 Family</b>	<b>All Other Residential</b>	<b>Non Residential</b>	<b>Totals 2015</b>	<b>Totals 2020</b>
<b>Bonita Springs</b>	3,601	539	3,385	162	7,687	8,696
<b>Cape Coral</b>	24,263	1,305	6,298	433	32,299	27,673
<b>Fort Myers</b>	2,420	142	2,328	357	5,247	3,685
<b>Fort Myers Beach</b>	752	181	2,155	91	3,179	6,366
<b>Lee County/Estero</b>	37,569	9,348	29,097	2,629	78,643	54,028
<b>Sanibel</b>	3,167	636	4,167	449	8,419	7,527
<b>Total Multijurisdictional Area</b>	71,772	12,151	47,430	4,121	135,474	107,975

2015 Coverage Rates for All Single-Family and Non-Residential Structures					
Jurisdiction	Structure Type	Structures in the SFHA	Total Structures	Total Policies	Total Coverage Rate
<b>Bonita Springs</b> 5,451 policies in the SFHA	Single family	5,096	13,096	3,601	27%
	All Other Residential	3,686	9,653	3,385	
	Non-Residential	352	1,278	162	13%
	Total structures	9,134	23,667	7,687	
<b>Cape Coral</b> 27, 848 policies in the SFHA	Single Family	26,493	64,696	24,263	37%
	All Other Residential	2,113	4,677	7,603	
	Non-Residential	621	2,173	433	20%
	Total structures	29,227	71,546	32,299	
<b>Estero</b> 1,741 policies in the SFHA	Single Family	2,586	9,866	Not yet available; reflected in Lee County totals.	
	All Other Residential	1,722	5,559		
	Non-Residential	216	480		
	Total structures	4,524	15,905		
<b>Fort Myers</b> 917 policies in the SFHA	Single Family	2,922	12,939	2,420	19%
	All Other Residential	2,068	6,133	2,468	
	Non-Residential	665	3,343	357	11%
	Total structures	5,655	22,415	5,247	
<b>Fort Myers Beach</b> 3,179 policies in the SFHA	Single Family	2,373	2,373	752	32%
	All Other Residential	548	548	2,336	
	Non-Residential	150	150	91	61%
	Total structures	3,071	3,071	3,179	
<b>Lee County</b> 68,482 policies in the SFHA	Single Family	31,994	91,061	37,569	41%
	All Other Residential	28,826	51,445	38,445	
	Non-Residential	3,797	8796	2,629	30%
	Total structures	62,617	151,302	78,643	
<b>Sanibel</b> 8,419 policies in the SFHA	Single Family	3,655	3,656	3,167	87%
	All Other Residential	1,017	1,017	4,803	
	Non-Residential	524	524	449	86%
	Total structures	5,196	5,196	8,419	

*Recommendations Related to the PPI Document and Insurance Coverage Outcomes*

The committee acknowledged that the single-family coverage rates based on this analysis may appear artificially low for the jurisdictions with large areas outside the SFHA, especially Bonita Springs, Cape Coral and unincorporated Lee County. The committee recognizes the challenge in improving these coverage rates, especially considering the rising cost of flood insurance premiums and the high number of structures outside the SFHA, which are not mandated to have insurance. Another factor at play may be the high number of retired homeowners who do not have mortgages.

All of these factors contribute to the wide variation in single-family coverage rates among the jurisdictions. The committee wrestled with the question: Is the current NFIP coverage adequate? The committee feels it is not, but did not feel it was useful to assign some percentage or number-driven goal to the promotion of NFIP policies.

Therefore, the committee took a two-step approach to encouraging increased NFIP coverage throughout the multijurisdictional area:

1. Track the residential and non-residential coverage rates in each jurisdiction and the numbers of policies in the flood zones and among the residential and non-residential structures against the 2015 baselines established in this report.
2. The PPI document would be used to outline an information program to increase the NFIP protection for property.

This PPI document addresses the topic Buy Flood Insurance with this message, “Buy flood insurance for your home and contents.” This outreach is explored fully throughout this PPI document, and can be summarized here:

<b>Message: Buy flood insurance for your home and contents</b>	
<b>Outcome: Increase the number of flood insurance policies</b>	
<b>Outreach Project</b>	<b>Target Audience</b>
1 Annual letter – sent by elected official	Residents of repetitive loss area
2 Annual letter – sent by elected official	Non-resident owners of repetitive loss area
3 Build Responsibly brochure	Permit applicants
4 Annual rainy season media event	Media
5 Media Hazard Webpage	Media
6 Annual agent email	Real estate and insurance agents and lenders

Details of the annual review of insurance coverage are included in the Implementation, Monitoring and Evaluation section of this PPI. This includes the directive for an annual report to the governing bodies of each jurisdiction.

## 2015-2020 Trend Analysis

2015-2020 Trend Analysis - NFIP Policies								
	2015 Policies in Force		2020 Policies in Force		Trend	2015 NFIP Coverage Rate	2020 NFIP Coverage Rate	Trend
	Residential	Non-Residential	Residential	Non-Residential		Single-Family	Single-Family	
<b>Bonita Springs</b>	7,525	162	12,420	268	UP	27%	41%	UP
<b>Cape Coral</b>	31,866	433	33,027	402	UP/DOWN	37%	36%	DOWN
<b>Estero</b>			1,463	60	NEW		11%	NEW
<b>Fort Myers</b>	4,890	357	6,223	352	UP/DOWN	19%	25%	UP
<b>Fort Myers Beach</b>	3,187	91	6,206	160	UP	32%	47%	UP
<b>Lee County</b>			63,695	2,114	NEW		36%	NEW
<b>LeeCounty/Estero*</b>	76,014	2,629	65,158	2,174	DOWN	41%	34%	DOWN
<b>Sanibel</b>	7,970	449	7,178	350	DOWN	87%	75%	DOWN

In addition to the structure and policy numbers included in this report, the Lee County Multijurisdictional PPI tracked NFIP coverage rates for single-family residences and for commercial structures.

This five-year update discontinues the practice of tracking NFIP coverage rates for commercial (non-residential) structures. Since 2015, it has become clear that the NFIP data does not allow us to easily determine the difference between a policy for a commercial structure or policies for a leased unit and/or contents within that structure. We cannot presume that all of these policies are for structures. As a result, it is difficult to determine an accurate coverage rate among either structures or units. This is also the reason that the 2015 document declined to track NFIP coverage rates for multi-family residential units. This is NOT viewed as a disadvantage. We continue to regard single-family residential coverage, which we do track, as a sentinel indicator of NFIP coverage rates.

At a glance, the above trend chart appears to show a reduction in policies in force for the NFIP coverage rate for commercial structures in Cape Coral, Fort Myers and the outdated 2015 category for Lee County/Estero. In addition, the trend chart for NFIP coverage rates – which reflects newly constructed structures from 2015 to 2022 – shows a drop in the NFIP coverage rate for single-family homes for Cape Coral, Sanibel and the outdated comparison category of Lee County/Estero. This is particularly interesting in Cape Coral, where the number of residential policies in force increased by 1,161 or 3.6% but the coverage rate – figuring in new construction – declined by a slim 1 percentage point.

Looking more in-depth into these trends, the committee concluded that its messaging to promote the purchase of NFIP policies continues to be successful. We lack conclusive data to verify these trends, which can also be influenced by NFIP policy and economic conditions beyond our control.

These are the main considerations for a statistical decline:

1. **Increase in private flood insurance policies:** Over the last five years, the number of private flood insurance options available here has skyrocketed, but we do not have access to reliable data regarding how many policy holders are substituting private coverage for NFIP policies. Anecdotally, local insurance agents, including the two who serve on our committee, acknowledge that this is a significant trend. Private insurance options include broader coverage, lower premiums and/or deductibles, faster waiting periods, and easier underwriting (no EC). There are also higher payout caps, which tends to attract owners of high-value properties – like those on Sanibel Island – where home values far exceed the \$250,000 maximum payoff on an NFIP policy. It may seem more advantageous for homeowners to obtain *one* robust private policy – especially for VE zone structures – than to couple an NFIP and private policy, which had been a common practice in the past.
2. **LOMCs** – There has been an uptick in the Letters of Map Change which remove buildings or properties from the SFHA, therefore the federal mandate to carry flood insurance is typically removed.
3. **Pre-FIRM, Non-Primary structures** – Lee County has a substantial number of Pre-FIRM structures, many of which are seasonal residences, rented to others, or commercial properties. The Homeowner Flood Insurance Affordability Act (HFIAA) mandated 25% annual premium increases on these structures. Compounded, premiums for these properties have tripled since HFIAA became law. As a result, many of these property owners have moved to private insurers offering equal or better coverage at lower premiums or could no longer afford coverage and now self-insure.
4. **The NFIP allows for dropped coverage if there is no mortgage** – and cash purchases continue to be popular here.

The committee will continue its practice of updating statistics annually so that the new categories reflected in the trend chart will begin to reveal trends in Lee County and Estero that are more suited to annual comparisons.

## Target Areas and Audiences

With the review of maps and insurance policy data, the committee turned its attention to target areas and audiences.

Because Lee County communities have been members of the NFIP since the early 1980s, much of the construction here complies with NFIP standards. And, because the Florida Building Code has long addressed hurricane and other flood-related issues. The exception could be Fort Myers Beach, which is a barrier island with pre-FIRM development and the greatest concentration of repetitive loss properties. However, the committee felt that the messages targeted to Fort Myers Beach would also be needed throughout the Special Flood Hazard Area.

The other exception is the repetitive loss properties themselves, and by extension, the neighborhoods around those properties. The committee saw the residents of rep loss structures as a separate audience from the owners of these structures. This is particularly the case Southwest Florida where there are many seasonal residents and rentals.

The committee also agreed that construction permit applicants should be a target audience to encourage exceeding minimum requirements and to be aware of substantial improvement/substantial damage regulations in the SFHA. However, because they felt that building responsibly in areas outside the Special Flood Hazard Area is also important, they broadened this audience to all construction permit applicants with the goal of informing them about the safety and insurance benefits of exceeding minimum construction standards.

In addition, the committee identified two other target audiences, which are not only stakeholders who will benefit from the communication goals of the PPI and but also will pass that information to additional audiences. The media was selected not only because most people turn to news coverage to hear weather and storm reports, but also because they do not usually report a message consistent with NFIP and CRS objectives. Real estate and insurance agents and lenders, who deal routinely with NFIP issues, were also identified as a direct conduit to their clients. They can especially be useful to spread the word about flood map and flood protection services.

Therefore, the committee finalized its TARGET AUDIENCE as:

- Residents and non-resident property owners within repetitive loss areas;
- Permit applicants;
- Real estate and insurance agents and lenders;
- The media.

The PPI Committee discussed that the media in the Lee County jurisdictions are both a target audience and an important source of communication outreach.

## Assessment of Public Information Needs

Assessment of current outreach efforts to the target areas and target audiences are done annually. It includes an inventory of existing outreach efforts, not only about flood insurance and floodplain management issues, but also about hurricanes and related topics. The original inventory was Jan. 1, 2013 through October 1, 2015. Subsequent reviews note a strong trend toward digital communication.

The Lee County Public Information Officer conducted a thorough assessment of media coverage particularly to prepare for the 2015 hurricane season. This began with a collection of all hurricane guides or related special outreach projects done in 2014. The content was reviewed for common messages. As a second step, the PIO contacted all major media outlets and asked specific questions about their needs and interests for future coverage. This discussion included the most useful file types for maps (vector files not jpg) and text (word processing documents rather than pdf) and how they prefer to receive information (electronic not print). The PIO determined that local media are willing and even eager to have additional information about hurricane and flood hazards in a ready-to-use format.

In the spring of 2015, the Lee County PIO conducted the first coordinated media outreach. It included:

- The Lee County All Hazards Guide expanded to include additional flood hazard messages converted to AP Style and burned to a disk,
- A special landing page on the Lee County Emergency Management website for the Hurricane Guide media kit so those without the disk could access the files and info.
- Tracked the hurricane guides and messaging as they came out in 2015.

In addition to reviewing communication by the media, the committee also looked at everything the jurisdictions distribute and post in libraries.

Private sector communication was also surveyed. Although there was a variety, the Committee specifically examined these, which reached a large number of people:

**News media**, including The News-Press, Naples Daily News, Breeze Newspapers, NBC-2, ABC-7, WINK (CBS), WINK Radio, Fox-4, WGCU (PBS)

- The media distributes weather, warning system, evacuation and emergency response information as needed as storms approach, during and after.
- Both major newspapers and the Breeze family of local newspapers and all four of the major broadcasters posted hurricane guides that include information about warning systems, preparation for storms, and storm safety.
- WINK produces an additional print version of the guide which it distributes.
- All media does news coverage on the anniversary of major storms. Since the last CRS site visit, this has included anniversary information about Hurricanes Charley and Wilma.
- All news media is included in news releases distributed by the Lee County PIO when the Lee County Emergency Operations Center is activated.

**Home Depot and local hardware stores**

- During hurricane season, Home Depot distributes hurricane preparation information that includes local warning systems and tips on preparation for storms and storm safety.
- Also during hurricane season, Home Depot stores hold presentations and workshops about storm safety.
- Both the print and presentation information covers advice in property protections and building standards.

- In small communities, like Sanibel Island and Fort Myers Beach, which do not have a Home Depot specifically, local hardware or drug stores distribute similar information.

**Lee County Electric Cooperative (LCEC)**

- At least once a year and more frequently in a busy storm season, the electric company billing includes information on local warning systems, preparation for storms, and storm safety.
- This billing stuffer is usually timed for hurricane season.

**Libraries**

- The Town of Fort Myers Beach Library and Lee County library system, which serves all the other jurisdictions, is a repository for all flood hazard and flood map information. Lee County’s All Hazards Guide is also available.
- Information in the libraries covers local warning systems, preparation for storms, and storm safety.

**Publix Grocery Stores**

- Annually Publix distributes a hurricane guide that includes information about warning systems, preparation for storms, and storm safety. It is often the WINK guide.
- In small communities, like Sanibel Island and Fort Myers Beach, which do not have a Publix specifically, local stores distribute similar information.

**Red Cross**

- The Red Cross distributes warning system, evacuation and emergency response information as needed during storms.
- The Red Cross is also a distributor of 1,300 copies of the Lee County All Hazards Guide.

The committee made this over-arching conclusion: Only the jurisdictions are communicating information truly consistent with CRS and NFIP objectives. All other outreach saturates the community with information about flood warning and response information, emergency safety tips and general preparedness consistent with Activity 610. Despite this abundant (even redundant) communication, the coverage tended to encourage the community to watch their news outlet for breaking information. There was little encouragement to sign up for personal alert systems coming directly from the Lee County Emergency Operations Center. The media was seen not only as an under-utilized partner, but also as a potential distraction from CRS/NFIP messages.

The committee agreed outreach to the media could counteract this and reinforce unified messages. As a member of the PPI Committee, the Lee County PIO proposed two specific outreach projects to the media as a target group to improve this effort: a media event and a specific Hazards Guide for the media.

The inventory discovered these additional important “gaps” in communication:

- Most communication related to flood insurance and floodplain management is distributed by local governments. However, not all jurisdictions were communicating the same messages in a consistent, action-oriented way.
- Lee County’s Public Safety Department produces an All Hazards Guide, but it lacks input from local floodplain managers and does not support CRS messages. The committee recommended that the All Hazards Guide content be expanded to include consistent messages.
- Traditional print or broadcast outreach by the jurisdictions and the media is being supplemented by electronic communication, especially web sites. But the sites themselves are not an effective outreach because they have no consistent messages. The committee agreed that all jurisdictions should post key links (as outlined in the discussion of Flood Protection Information) and should encourage the media and others to post these links as well.

The following chart summarizes this assessment process.

Outreach Projects/Messages	Bonita Springs	Cape Coral	Fort Myers	Fort Myers Beach	Lee County/Es tero	Sanibel	Other
Annual outreach to SFHA residents about hazard warning systems and storm safety	Phone book ad	Direct mail	Phone book ad	Direct mail	Phone book ad	Direct mail	Media, Publix, Home Depot, LCEC, libraries, local stores
Annual letter to insurance, real estate agents about hazard warning systems and the risk of flooding	✓	✓	✓	✓	✓	✓	
Annual mailing to rep loss area property owners and residents about the risk of flooding and how to get additional assistance	✓	✓	✓	✓	✓	✓	
Annual hurricane preparedness information	✓	✓	✓	✓	✓	✓	Media, Publix, Home Depot, LCEC, libraries
All Hazards Guide – focuses on warning systems and storm preparation	Produced by Lee County Public Safety and distributed widely in all the jurisdictions and through many stores, living facilities, libraries, etc.						
Annual Storm Season Media Outreach					✓		
As-needed news outreach, including during storms	✓	✓		✓	✓	✓	Red Cross
FIRM letters on request	✓	✓		✓	✓	✓	
Presentations, workshops	✓	✓		✓	✓	✓	Home Depot
Storm anniversary outreach						✓	All media
Brochures available at Town Hall	✓			✓	✓	✓	
Advice on property protection and building standards	✓	✓	✓	✓	✓	✓	Home Depot, local stores
Site visits to discuss flooding and natural floodplain protection	✓	✓	✓	✓	✓	✓	

## Formulate Messages and Outcomes

The Committee reviewed the recommended CRS outreach topics and chose seven. Specific, action-oriented messages were selected for each topic, which are labeled by the CRS topic number in the summary table.

Effective communication will result in measureable outcomes, which are labeled in the following summary table as R for “results.” Of course, it is presumed that a variety of other factors, including the rising cost of flood insurance, a relatively active or inactive hurricane season, a relatively dry or rainy summer season, could also affect the outcomes. Therefore, they are viewed as indicators, and not an exact measure of the success of these campaigns. These outcomes will be tracked as explained in the summary table and will be reported at an annual committee meeting. That meeting will be more fully explained in the Implementation, Monitoring and Evaluation section of this document.

Most of these messages are self-explanatory, but several bear additional comment.

“Choose your flood warning system” was specifically crafted to encourage all residents and audiences to take individual action to sign up for personal warning notification. This fulfills the “warning system” portion of 610, and therefore is a message in every outreach project.

“Get a print or online copy of the Lee County All Hazards Guide” was finally chosen after the committee considered a variety of flood safety messages like “Turn around Don’t Drown,” and “Obey Evacuation Notices.” Because these messages mimic the tips and preparedness information already in the Lee County All Hazards Guide, which also includes the flood warning system information, the committee agreed that the most important task is to urge people to get a copy of the guide for complete information. This is a primary message in all six outreach projects, including those which encourage the media, real estate and insurance agents, and lenders to emphasize the messages in the guide, to post the guide on their websites and to pass along the links to their customers.

The Build Responsibly and Protect Natural Floodplain Functions topics include alternative messages to accommodate different target audiences.

The Build Responsibly message 5a, “Get a permit before you build,” is targeted to media for widespread redistribution. 5b “Know the safety and insurance benefits of exceeding minimum standards” is aimed at permit applicants, real estate and insurance agents, and lenders. 5c “Before you remodel, learn about flood regulations and building codes” is aimed at both residents and non-resident owners in rep loss areas.

6a “Don’t block natural flowways,” is used in the outreach to permit applicants. The companion to this message, 6b “Report blocked ditches, swales and canals” was considered important enough to include in all of the other five outreach projects. Flat terrain and porous, sandy soil encourage standing water in this multijurisdictional area. One of the most useful tasks for residents is to let the jurisdictions know if there is a blockage so it can be cleared to improve drainage capacity before a serious storm event.

## Outreach Project Results Summary Table

<b>All Messages and Results/Outcomes</b>		
<b>Topic</b>	<b>Messages</b>	<b>Results/Outcomes (R)</b>
<b>1. Know Your Flood Hazard</b>	1 – Learn your flood hazard, zone and map information and your evacuation zone.	R1 – Increased requests for FIRM information from the jurisdictions – to be tracked by each jurisdiction  R2 – Increased hits to online zone look-ups and other floodplain management web pages, to be tracked by each jurisdiction
<b>2. Buy Flood Insurance</b>	2 – Buy flood insurance for your home and contents.	R3 – Increase in the number of flood insurance policies, to be tracked by each jurisdiction
<b>3. Protect Property from Flood Hazard</b>	4 – Get a print or online copy of the Lee County All Hazards Guide.	R5 – Increased distribution of the Lee County All Hazards Guide; print versions to be tracked by Lee EOC and downloads to be tracked by all jurisdictions
<b>4. Protect People from Flood Hazard</b>	3 – Ask your community floodplain manager about flood protection assistance.	R4 – Increased calls for flood protection information and site visits; to be tracked by the jurisdictions
<b>5. Build Responsibly</b>	5a – Get a permit before you build.  5b – Know the safety and insurance benefits of exceeding minimum standards.  5c – Before you remodel, learn about flood regulations and building codes.	R6 – Fewer violations for unpermitted or non-compliant construction; to be tracked by each jurisdiction  R7 – Increase in construction projects that exceed minimum standards; to be tracked by each jurisdiction  R6 – Fewer violations for unpermitted or non-compliant construction; to be tracked by each jurisdiction.
<b>6. Protect Natural Floodplain Functions</b>	6a – Don't block natural flowways.  6b – Report blocked ditches, swales and canals.	R8 – Fewer violations of unpermitted filling or blocking of natural flowways; to be tracked by each jurisdiction  R9 – Increased requests for action, to be tracked by each jurisdiction
<b>7. Prepare for Hurricanes</b>	7 – Choose your flood warning system.	R10 – Increased sign-up for personal notification, to be tracked by Lee County Emergency Management

After considering a long list of possible outreach projects, the committee selected these six:

- annual letter to residents in the Repetitive Loss Areas
- annual letter to non-resident home owners in repetitive loss areas
- applicant brochure
- annual event for representatives of all media
- annual Media Hazard Webpage
- annual email or letter to real estate and insurance agents, and lenders

The products themselves will be designed to the requirements of Activity 610 – Flood Warning and Response through the alternative outreach option 611 B (5c).

**Outreach Project 1:** Distribute an annual letter to residents in the Repetitive Loss Areas from the elected official who chairs the jurisdiction’s governing board. This letter will go out in February, the peak of Lee County’s visitor season.

This outreach will deliver these messages:

- 1 – Learn your flood hazard, zone and map information and your evacuation zone;
- 2 – Buy flood insurance for your home and contents;
- 3 – Ask your community floodplain manager about flood protection assistance;
- 4 – Get a print or online copy of the Lee County All Hazards Guide;
- 5c – Before you remodel, learn about flood regulations and building codes;
- 6b – Report blocked ditches, swales and canals;
- 7 – Choose your flood warning system.

The letter includes how to contact the local communities and directs readers to websites.

**Outreach Project 2:** Distribute an annual letter to non-resident home owners in repetitive loss areas, also from the elected official who chairs the jurisdiction’s governing board and also in February. Insurance and real estate agents and lenders on the committee felt strongly that this is likely to be a different audience from the residents because of the local likelihood that many dwellings are seasonally occupied or are rentals. The alternative message 6a was used here because the non-resident would be more likely to build something to obstruct a flowway than to notice one that is blocked in the neighborhood.

- 1 – Learn your flood hazard, zone and map information and your evacuation zone;
- 2 – Buy flood insurance for your home and contents;
- 3 – Ask your community floodplain manager about flood protection assistance;
- 4 – Get a print or online copy of the Lee County All Hazards Guide;
- 5c – Before you remodel, learn about flood regulations and building codes;
- 6a – Don’t block natural flowways;
- 7 – Choose your flood warning system.

The letter includes how to contact the local communities and directs readers to websites.

**Outreach Project 3:** Each jurisdiction’s floodplain administrator or CRS coordinator will ensure that all permit applicants are given a **brochure** to encourage them to learn about the safety and insurance benefits of exceeding minimum building standards for new construction and remodeling. This brochure is given regardless of whether the construction project is in or out of the SFHA. The messages are:

- 1 – Learn your flood hazard, zone and map information and your evacuation zone;
- 2 – Buy flood insurance for your home and contents;
- 4 – Get a print or online copy of the Lee County All Hazards Guide;
- 5b – Know the safety and insurance benefits of exceeding minimum standards;
- 6a – Don’t block natural flowways;
- 7 – Choose your flood warning system.

The brochure directs readers to websites.

**Outreach Project 4:** The Lee County PIO will host an **annual event for representatives of all media** – particularly assignment editors and weather reporters. This presents the opportunity for persuasive, two-way communication with decision-making assignment editors as well as reporters. This enables the committee members, floodplain administrators, CRS coordinators and the Lee County PIO to interact with both reporters and assignment editors and respond to their needs. It is designed to push messages that will be useful annually in any storm event. It is important to note that although the media in Lee County saturates the area with storm warning and response information and general safety and preparedness tips, it does not present this information with consistent, action-oriented messages that reflect the NFIP/CRS topics. This event will not simply regurgitate the information in either the Media Hazard Webpage or the Lee County All Hazards Guide.

This will be in May at the outset of the June 1-October 31 hurricane season, which is also the local rainy season. In addition to receiving information, editors and reporters can interview local floodplain managers, emergency response staff and PPI Committee members for stock photos and video to be used not only for hurricane and storm preparedness but also for prestorm coverage.

This will heavily urge the media to either link their web sites to the Lee County EOC and jurisdictional flood home pages or to post the recommended flood hazard links on their own web sites. These messages will be delivered, and they will fulfill the Activity 610 requirements:

- 1 – Learn your flood hazard, zone and map information and your evacuation zone;
- 2 – Buy flood insurance for your home and contents;
- 3 – Ask your community floodplain manager about flood protection assistance;
- 4 – Get a print or online copy of the Lee County All Hazards Guide;
- 5a – Get a permit before you build;
- 6b – Report blocked ditches, swales and canals;
- 7 – Choose your flood warning system.

**Outreach Project 5:** The Lee County PIO will provide a link to the **annual Media Hazard Webpage** with “ready to use” messages, information and maps (flood and evacuation) for every media outlet as well as individual reporters. During a storm event, this prepared information will make it easy for media to access action-oriented, consistent messages, especially those supporting Activity 610 objectives. In addition to communicating the PPI messages, this outreach will also encourage the media to refer its

audience to the jurisdictions' web sites, to FloodSmart and other important websites, and floodplain management staff for additional information. It will also encourage the media to post or reprint this information to their own websites and their hurricane preparedness guides. The Lee County PIO will update the webpage as needed with input from Lee County Emergency Management staff, floodplain managers and CRS coordinators. This will be done in coordination with May/June hurricane season coverage. The Topics/Messages are:

- 1 – Learn your flood hazard, zone and map information and your evacuation zone;
- 2 – Buy flood insurance for your home and contents;
- 3 – Ask your community floodplain manager about flood protection assistance;
- 4 – Get a print or online copy of the Lee County All Hazards Guide;
- 6b – Report blocked ditches, swales and canals;
- 7 – Choose your flood warning system.

**Outreach Project 6:** Floodplain managers or CRS coordinators for each jurisdiction will distribute an **annual email or letter to real estate and insurance agents, and lenders** in June. In addition to communicating the PPI messages, it will also encourage the agents and lenders to post this information on their websites and pass it along to their clients. The messages will include:

- 1 – Learn your flood hazard, zone and map information and your evacuation zone;
- 2 – Buy flood insurance for your home and contents;
- 3 – Ask your community floodplain manager about flood protection assistance;
- 4 – Get a print or online copy of the Lee County All Hazards Guide;
- 5c – Before you remodel, learn about flood regulations and building codes;
- 6b – Report blocked ditches, swales and canals;
- 7 – Choose your flood warning system.

## Flood Response Projects

The multijurisdictional PPI develops standards for the Flood Response Preparation (FRP) package that is created annually by the Lee County Emergency Operations Center for distribution by the Lee County Public Information Officer if a flood event occurs. All jurisdictions have input into this package of information. During activation of the Lee County Emergency Operations Center, the Lee County PIO becomes the central spokesperson for the media. Where and when appropriate, however, references to contacts in each of the jurisdictions will be made. This is especially important for post-storm permitting. This information includes messages for broadcast and print media news releases, social media dissemination, and websites.

The chart below lists the messages (labeled as "M") for the flood protection and response communication – and their corresponding CRS topics (CRST). It also lists the outcomes (labeled as "O") expected for these messages.

Flood Protection Messages		
Timing	Message/CRS Topic	Outcome
As the storm or hurricane approaches (pre-storm)	M1 Obey evacuation notices (CRST 7 Prepare for Hurricanes)	O1 People willingly and quickly evacuate
	M2 Pack your go-bag and your pet needs. (CRST 4 Protect People.)	
	M3 Report blocked ditches, swales and canals (CRST 6 Protect Natural Floodplain Functions)	O2 Flooding is reduced
After the storm (post-storm)	M4 Do life-saving and damage mitigation immediately (CRST 3 Protect Property) (CRST 4 Protect People)	O3 Injury and more serious property damage is mitigated
	M5 Get a permit for permanent repairs. (CRST 5 Build Responsibly)	O4 New construction meets code

These are the (flood response preparation) projects that will deliver these messages:

**FRP1 – Pre-storm News Releases:** The Lee County Public Information Officer, who is a member of the PPI Committee, will include the M1, M2, M3 messages in all appropriate storm-related news releases.

**FRP2 – Social Media Postings:** The Lee County Public Information Officer, who is a member of the PPI Committee, will ensure that the M1, M2, M3 messages are included in Facebook, Twitter and all other social media communication prior to the storm.

**FRP3 – News Briefings from the EOC:** If the EOC is activated during an event, the Lee County Public Information Officer, who is a member of the PPI Committee, will include the M1, M2 messages in all media briefings.

FRP update: As a result in the media guide to the media webpage in Outreach Project 5, the sample attachment within this FRP has been tweaked. The FRP references a webpage link now.

**FRP4 – Post-storm News Releases:** The Lee County Public Information Officer, who is a member of the PPI Committee, will include the M4, M5 messages in all appropriate storm-related news releases.

**FRP5 – Additional web postings:** The Floodplain Administrators or CRS Coordinators for each jurisdiction will post additional M4, M5 messages on their permitting web pages. This is very important because the permitting offices of the different jurisdictions may alter their routine permitting processes as a result of the storm event. The storm-related permitting information must clarify these alternate guidelines.

These messages will be disseminated for all events in which the Lee County Emergency Operations Center is in pre-activation (during which the event is continually reviewed to determine whether a full activation is required) or in full activation.

<b>Flood Response Projects Summary</b>					
<b>Timing</b>	<b>Audience</b>	<b>Outcome</b>	<b>Message</b>	<b>Project</b>	<b>Assignment</b>
Pre-storm	Media	O1, O2	M1, M2, M3,	FRP1 Pre-storm news releases	Lee PIO
Pre-storm	Media, all residents and visitors	O1, O2	M1, M2, M3	FRP2 Social media postings	Lee PIO
Pre-storm	Media	O1	M1, M2	FRP3 News briefings in the EOC	Lee PIO
Post-storm	Media	O3, O4	M4, M5	FRP4 post-storm News releases	Lee PIO
Post-storm	Residents and owners of damaged property	O3, O4	M4, M5	FRP5 Additional postings on jurisdictions' permitting web pages	Floodplain Administrators or CRS Coordinators for each jurisdiction

**Messages:**

- 1 – Learn your flood hazard, zone and map information and your evacuation zone;
- 2 – Buy flood insurance for your home and contents;
- 3 – Ask your community floodplain manager about flood protection assistance;
- 4 – Get a print or online copy of the Lee County All Hazards Guide;
- 5a – Get a permit before you build;
- 5b – Know the safety and insurance benefits of exceeding minimum standards;
- 5c – Before you remodel, learn about flood regulations and building codes;
- 6a – Don't block natural flowways;
- 6b – Report blocked ditches, swales and canals;
- 7 – Choose your flood warning system.

## IMPLEMENTATION, MONITORING AND EVALUATION

Floodplain managers and CRS coordinators will document their activities throughout the year. The PPI committee will meet annually no later than August 31 of each year to review those activities, evaluate their success and update the PPI document if necessary through an addendum. Over time, the committee has refined the data collection method to become more simplified.

### Specific tasks of this implementation include:

	Floodplain managers and CRS coordinators will view Website content monthly to update content and test link
	Floodplain managers and CRS coordinators will update insurance statistics charts each time the NFIP distributes updated, to any member jurisdiction and/or when new CIS (community information system) information is available.
	The Lee County PIO will maintain an updated contact list of local media.
	Floodplain managers and CRS coordinators (prior to the annual meeting of the PPI Committee) will update their contact lists of licensed real estate and insurance agents and lending institutions.

### Trends:

Floodplain managers and CRS coordinators will discuss and contribute information/data to a composite annual draft PPI report that is to be presented each calendar year at the annual monitoring meeting to attest to accomplishment of the above tasks and show the tracking of <i>general</i> outcomes including, but not limited to:	
	Increase or decrease in Requests for FIRM information from the jurisdictions
	Increase or decrease in Hits to online zone look-ups and other floodplain management web pages
	Increase or decrease in Number of flood insurance policies in force (through the CIS documentation)
	Increase or decrease in Requests for flood protection information and site visits from the jurisdictions (including a notation of which came from the Repetitive Loss outreach projects)
	Increase or decrease in Number of printed copies distributed & downloads of the All Hazards Guide
	Increase or decrease in violations for unpermitted or non-compliant construction
	Increase or decrease in Construction projects that exceed minimum standards
	Increase or decrease in Violations of dumping/obstructing flows in creek, canals, ditches and streams
	Increase or decrease in Reports of blocked ditches, swales and canals

### FRP:

In years when there is a storm event, these items below will also be tracked as outcomes of the Flood Response Projects (FRP). This is especially important because we haven't had enough local flooding to establish a good baseline.	
	Statistics on evacuation, including occupancy of shelters and traffic counts on major highways – if available
	Activation of Lee County and Cape Coral EOC
	General information on the extent of flooding
	General information on injuries and property damage
	Statistics on flood-related construction and violations for unpermitted work

After the PPI committee meets to review the year's outreach programs and the results of outcome monitoring, the annual evaluation report will be finalized and sent to the governing board of each jurisdiction.

## Appendix A PPI Committee Meeting Notes (establishing the PPI)

Where the evaluation shows revisions would be productive, such as dropping a project that is not having an effect on the desired outcomes, the committee may vote to adjust the projects accordingly and release an addendum to the PPI if necessary.

June 3, 2014 – Organizational meeting, attendance included:

- Bonita Springs: John Gucciardo, Assistant City Manager, and Bob Rosier, Rosier Insurance;
- Cape Coral: Rick Sosnowski, Principal Planner, and Mary Briggs, Lee Memorial Hospital Communications Manager;
- Fort Myers: Brent Brewster, Floodplain Administrator, and Danielle St. Onge, Realtors Association of Greater Fort Myers and The Beach;
- Fort Myers Beach: Josh Overmyer, Floodplain Administrator;
- Lee County: Robert Stewart, Floodplain Administrator, and Robbie Roepstorff, Edison National Bank;
- Sanibel: Laura Wesserling, Deputy Building Official, and Chris Heidrick, Heidrick and Company Insurance.

July 23, 2015 – Discussion of messages, audiences, and potential projects; attendance included:

- Bonita Springs: John Gucciardo, Assistant City Manager, and Bob Rosier, Rosier Insurance;
- Cape Coral: Wyatt Daltry, Principal Planner, and Mary Briggs, Lee Memorial Hospital Communications Manager;
- Fort Myers: Brent Brewster, Floodplain Administrator, and Danielle St. Onge, Realtors Association of Greater Fort Myers and The Beach;
- Fort Myers Beach: Megan Will, Floodplain Administrator, and Dave Anderson, Fort Myers Beach Chamber of Commerce;
- Lee County: Tim Engstrom, Lee County assistant PIO; and Robbie Roepstorff, Edison National Bank; Billie Jacoby, Lee County CRS Coordinator;
- Sanibel: William Dalton, Emergency Management Director, and Chris Heidrick, Heidrick and Company Insurance;
- Also in attendance: Joan LaGuardia, Lee County Administration.

Sept. 15, 2015 – Refinement of messages and projects; discussion of templates; attendance included:

- Bonita Springs: John Gucciardo, Assistant City Manager, and Bob Rosier, Rosier Insurance;
- Cape Coral: Wyatt Daltry, Principal Planner;
- Estero: Marilyn Edwards, resident;
- Fort Myers: Danielle St. Onge, Realtors Association of Greater Fort Myers and The Beach;
- Fort Myers Beach: Megan Will, Floodplain Administrator;
- Lee County: Betsy Clayton, Lee Co. PIO; Billie Jacoby, Lee Co. CRS Coordinator; Josh Overmyer, resident;
- Sanibel: Laura Wesserling, Deputy Building Official, and Chris Heidrick, Heidrick and Company Insurance.
- Also in attendance: Joan LaGuardia, Lee County Administration.

Oct. 13, 2015 – Discussion of writing the PPI and designing the projects as alternative outreach options 611 B (5c) for Activity 610 and 362 A (4C) and 362 B (3) for this Activity360; ***final agreement*** of the projects, outcomes and overall approach of the document; attendance included:

- Bonita Springs: Bob Rosier, Rosier Insurance;
- Cape Coral: Wyatt Daltry, Principal Planner;
- Estero: Marilyn Edwards, resident;
- Fort Myers: Danielle St. Onge, Realtors Association of Greater Fort Myers and The Beach;
- Fort Myers Beach: Megan Will, Floodplain Administrator; Dave Anderson, Fort Myers Beach Chamber of Commerce;

## Appendix B At-a-Glance CRS Summary

- Lee County: Betsy Clayton, Lee County PIO; Billie Jacoby, Lee County CRS Coordinator; Robbie Roepstorff, Edison National Bank;
- Sanibel: Sandy Larsen, Assistant City Engineer; Chris Heidrick, Heidrick and Company Insurance;
- Also in attendance: Joan LaGuardia, Lee County Administration.

Project	Audience	Message	Result/Outcome	Schedule	Responsibility
OP 1	Residents in repetitive loss areas	1, 2, 3, 4, 5c, 6b, 7	R1, R2, R3, R4, R5, R6, R9, R10	February	Floodplain manager or CRS coordinator for each jurisdiction
OP2	Non-resident owners of property in the repetitive loss areas	1, 2, 3, 4, 5c, 6a, 7	R1, R2, R3, R4, R5, R6, R8, R10	February	Floodplain manager or CRS coordinator for each jurisdiction
OP3	Permit applicants	1, 2, 4, 5b, 6a, 7	R1, R2, R5, R7, R8, R10	Year-round	Floodplain manager or CRS coordinator for each jurisdiction
OP4	Media	1, 2, 3, 4, 5a, 6b, 7	R1, R2, R3, R4, R5, R6, R9, R10	May	Lee County PIO
OP5	Media	1, 2, 3, 4, 6b, 7	R1, R2, R4, R5, R9, R10	May	Lee County PIO
OP6	Real estate and insurance agents and lenders	1, 2, 3, 4, 5c, 6b, 7	R1, R2, R3, R4, R5, R6, R9, R10	June	Floodplain manager or CRS coordinator for each jurisdiction

**REQUESTED MOTION:** Approve the amendment of the lease agreement with Kristin Pimentel for the use of Artist Cottage #1 for another one-year term.

**REQUESTOR:** Nicole Perino, Parks and Recreation Director

**AGENDA:** Consent

**STRATEGIC PRIORITY:** #8 Economic Development

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**BACKGROUND:**

In 2006, City Council authorized staff to advertise a Request for Proposals (RFP) for Letters of Interest from artists and other similar type vendors for use of the six (6) historic fishing cottages at Riverside Park behind the Liles Hotels. The letters of interest were reviewed by the Art in Public Places Board for the members to rank the six (6) top candidates to begin negotiations for a use agreement of each cottage. Since 2006, we have advertised a request for proposals for any vacant cottage that becomes available for use. The intent of leasing the cottages to artists was to create an “artist village” that would enhance arts and culture in the downtown as well as encourage economic development in the area.

Kristin Pimentel would like to exercise her right to renew for another one-year term under the same terms and conditions. The agreement provides for hours of operation for special events, security, utilities, cancellation of lease, renewal option and insurance requirements. The agreement requires the artist to rent the premises for the sum of \$250.00 per month from October to May and \$150.00 per month from June to September, for the full term of the agreement.

**STAFF RECOMMENDATION:** Approve the amendment of the lease agreement with Kristin Pimentel for the use of Artist Cottage #1 for renewal of another one-year term.

**ATTACHMENTS:**

1. Amendment
2. Original Agreement

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**REVIEWERS:**

City Manager:	Arleen Hunter
City Attorney:	Derek Rooney
City Clerk:	Debra Filipek
Department Director:	Nicole Perino

Council Action: Approved \_\_\_ Denied \_\_\_ Deferred \_\_\_ Other \_\_\_\_\_

**CITY OF BONITA SPRINGS  
RENEWAL OF RIVERSIDE PARK COTTAGE USE AGREEMENTS  
COTTAGE NO. 1**

This Renewal of a lease agreement dated March 25, 2019 is made and entered into this 16<sup>th</sup> day of February 2022 between the CITY OF BONITA SPRINGS, a municipal corporation of the state of Florida ("*lessor*"), and Kristin Pimentel, 15497 Cadiz Lane Naples, FL 34110 ("*lessee*").

WHEREAS, the City and Lessee enter into an agreement for use of a Riverside Park Artist Cottage.

WHEREAS, it is in the public interest to amend the Agreement dated March 25, 2019, attached hereto as Exhibit "A" to continue the services for another one-year period under the same terms and conditions.

NOW, THEREFORE, inconsideration of the above premises and other good and valuable consideration, the sufficiency of which is hereby acknowledged by the parties, the City and Lessee hereby agree to extend the Agreement as follows:

1. The recitals as set forth above are incorporated into the terms of this agreement as if set out herein at length.
2. Section V (B), Renewing Terms, is hereby extended in an increment of one year, to March 24, 2023.
3. All of the remaining terms in Exhibit "A", the Agreement, attached hereto, remain the same.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed Said Agreement is to become effective and operative upon filing with the City Clerk.

Lessee: \_\_\_\_\_  
Print name

By: \_\_\_\_\_  
Sign name

AUTHENTICATION:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
City Attorney's Office

Date filed with City Clerk: \_\_\_\_\_

**CITY OF BONITA SPRINGS  
RIVERSIDE PARK COTTAGE USE AGREEMENT  
COTTAGE NO. 1**

**THIS AGREEMENT** is made this 25<sup>th</sup> day of March, 2019, between the City of Bonita Springs, a Florida municipal corporation (hereinafter, the "City"), whose address is 9101 Bonita Beach Road, Bonita Springs, Florida 34135, and Kristin Pimentel (hereinafter, "Tenant"), whose address is 15497 Cadiz Lane, Naples, Florida 34110.

**WITNESSETH:**

**WHEREAS**, the City owns certain historic fishing cottages located at Riverside Park, 27300 Old US 41 Road, Bonita Springs, Florida 34135.

**WHEREAS**, it is an objective for City Council that the public is able to observe a "village" of artists and craftsmen in the park; and

**WHEREAS**, since 2006, the cottages have been leased to artists or other similar vendors in furtherance of this objective of hosting an artist village for public viewing; and

**WHEREAS**, Cottage No. 1 is currently vacant and available for tenancy; and

**WHEREAS**, on January 14<sup>th</sup>, 2019, the City issued an advertisement requesting letters of interest from artists or other similar vendors for use of the vacant Cottage No. 1 (RFP 19-03); and

**WHEREAS**, based upon the submissions received in response to RFP 19-03, the Art in Public Places Board has determined Tenant to be the most qualified bidder for tenancy of Cottage No. 1.

**NOW, THEREFORE**, in consideration of the mutual covenants and considerations contained herein, the parties agree as follows:

**GENERAL TERMS OF USE**

1. The City hereby agrees to lease unto Tenant the Cottage No. 1 located at Riverside Park, 27300 Old US 41 Road, Bonita Springs, FL 34135 (hereinafter, the "Premises") for the business use described in the proposal submitted by Tenant in response to RFP 19-03.
2. The City shall maintain and make all exterior and structural repairs to the Premises that are not made necessary by fault of Tenant, and maintain and repair all heating, ventilating and air-conditioning equipment, all wires, pipes, conduits and other equipment or facilities for supplying heat, light, power, hot and cold water services to the Premises, all drainage and waste pipes or facilities leading from the Premises, and those portions of all outside utility lines supplying the Premises (unless the utility lines are maintained or repaired by utility companies). The City shall not be liable to Tenant for damages, nor for abatement in rent, due to the City's failure to perform work under this Agreement. The provisions of this paragraph shall not apply to any of the installations that may be installed by Tenant as subsequently provided for herein.

3. The City shall furnish adequate electricity, air-conditioning, water and all utilities; Tenant shall be responsible for its telephone, high-speed internet connections, and DSL connections.
4. The City shall furnish its security system for the grounds (G4S Security Surveillance) and provide individual locks for each unit. Any additional security measures and associated costs shall be the responsibility of the Tenant alone.
5. Tenant shall maintain and operate the art studio in a first-class manner, in accordance with the highest standards for art studios, in furtherance of education to the public of the particular genre of art.
6. Tenant and Tenant's employees shall be clean, courteous, and neat in appearance. Tenant shall not employ any person who will violate any of the nondiscrimination terms of this Agreement.
7. In the performance of this Agreement, Tenant shall not discriminate against any worker, employee, or any member of the public, because of race, creed, color, religion, age, sex or national origin, nor otherwise commit any unfair employment practice. Tenant shall take affirmative action to ensure that employees are treated during employment without regard to their race, creed, color, religion, age sex or national origin.
8. Tenant shall similarly furnish services connected with Tenant's business on a fair, equal and nondiscriminatory basis to all customers or users.
9. Tenant agrees to be open for business during organized special events. The City shall provide fifteen (15) days' notice of any such event. Other than the mandated hours of operations described in this paragraph, Tenant may decide when it is advantageous to have the studio open for public viewing.
10. Tenant shall maintain the Premises in a clean, neat and sanitary condition, maintaining adequate and suitable receptacles for trash and refuse within the cottage and its immediately surrounding areas. Tenant shall empty trash and refuse receptacles in the dumpster as designated by the Parks and Recreation Director.
11. Tenant shall not erect or install, nor permit to be erected or installed, any signs or other similar advertising device in or upon the Premises or the building without first obtaining the written consent of the Parks and Recreation Director.
12. Tenant shall make no alterations, additions nor replacements to the Premises without obtaining prior written consent from the Parks and Recreation Director. At the time of the request, Tenant shall specifically state whether the desired modification will require new electrical or plumbing connections or any changes in the existing equipment on or in the Premises.

13. Any alterations, additions or other improvements to the Premises shall become part of the City-owned realty upon termination of this Agreement, unless removed during the course of the Agreement with written consent from the Parks and Recreation Director.
14. Tenant shall maintain the Premises in good and working order and repair, including but not limited to, all trade fixtures and equipment, furnishings, utility connections and services, mechanical and electrical arrangements, janitorial and custodian services, painting and decorating of the interior of the Premises (subject to approval of the Parks and Recreation Director), and all other related services necessary to maintain the Premises in a good, safe and sanitary condition during the term of this Agreement. Maintenance shall be at Tenant's sole expense and shall be subject to general inspection by the City to ensure a continuing quality of maintenance, health, and safety standards established by the City.
15. In the event that the Premises are not maintained by Tenant to the standards required herein, the City may enter the Premises for the purpose of curing the default of Tenant, without such entering causing or constituting a termination of this Agreement or an interference with the possession of the Premises by Tenant. Tenant agrees to pay the City all costs and expenses incurred through the curing any such default.
16. Tenant shall allow the City, or its authorized agents, access to the Premises at any reasonable hour for the purpose of inspecting or maintaining the Premises as required herein, or for any purpose necessary or connected with the exercise of its governmental functions. The City shall not be liable for any loss in business or damages of any nature to Tenant occasioned by the performance of the necessary work.
17. Tenant shall bear at its own expense all costs of operating its art studio and shall pay all other costs connected with the use of the Premises, including maintenance (except building structure, outside wall, and roof), insurance, taxes, janitorial services and supplies, and all permits and licenses required by law. TENANT SHALL ONLY USE TURPENOID AS THE CHEMICAL FOR THINNER, TURPENTINE, ETC., UNLESS NON-FLAMMABLE CHEMICALS ARE OTHERWISE AGREED UPON.
18. Tenant, Tenant's agents, all patrons and invitees, and any licensee of the Tenant shall have the right of ingress to and egress from the Premises without prior approval of the Parks and Recreation Director.
19. Tenant shall not assign, transfer, sublease, pledge, surrender, or otherwise encumber or dispose of the Premises, or any portion thereof, nor permit any other person(s), company or corporation to occupy the Premises, without first obtaining the written consent of City Council.

20. Tenant shall observe and obey all laws, ordinances, regulations and rules of the federal, state, county, and municipal governments that may be applicable to its operations. Tenant shall obtain and maintain all necessary permits and licenses for its operations. Tenant agrees to observe and obey any reasonable rule or regulation pertaining to the use of the building or related facilities that the City may adopt and enforce during the term of this Agreement.

#### **TERM, RENT, RENEWALS & TERMINATION**

21. The Term of this Agreement shall be for a period of one (1) year commencing on the date first written above, unless otherwise terminated or extended as provided for herein.
22. Tenant shall pay the City a sum of \$250.00 per month as Rent for the Premises from October through May, and a sum of \$150.00 per month as Rent for the Premises from June through September, due and payable on the first day of each month for the full term of this Agreement.
23. Tenant shall have the option for renewal of this Agreement so long as Tenant is not in default of any provision hereunder at the time of such election. Tenant shall provide written notice of election to renew not less than three (3) months prior to the expiration of the current term of the Agreement (original or extended). If Tenant opts to renew, the Agreement may be automatically renewed for subsequent one (1) year terms up to a maximum of three, upon all of the same terms, provisions, and conditions set forth in this Agreement.
24. In the event that Tenant holds over and remains in possession of the Premises after the expiration of this Agreement without any written renewal of the Agreement, that holding over shall not be deemed to operate as a renewal or extension of this Agreement, but shall only create a tenancy from month to month that may be terminated at any time by the City.
25. This Agreement shall be subject to cancellation by the Tenant in the event of any of the following events:
- a. The permanent abandonment of Riverside Park facility.
  - b. The lawful assumption by the United States government, or its authorized agency, of the operation, control or use of the park, or any substantial part of the park, so as to substantially restrict Tenant's use of the Premises for a period of at least ninety (90) days.
  - c. Issuance by any court of competent jurisdiction of any injunction in any way preventing or restraining the use of the Premises or of Riverside Park, and which remains in force for a period of at least ninety (90) days.

- d. The default by the City in the performance of any covenant or provision herein required and the failure of the City to remedy that default within ten (10) days of receipt of written notice from Tenant demanding remedy of such default.
  - e. Upon ninety (90) days' written notice from Tenant or City.
26. Upon the termination of this Agreement by lapse of time or otherwise, except for Tenant's default, Tenant shall have the right to remove, or shall be obliged to remove upon direction from the City, all equipment, fixtures, and personal property installed by Tenant or located within the Premises (but not pipes, conduit, and wiring that Tenant may have installed and that may be affixed to or imbedded in walls, ceilings or floors). Tenant shall have thirty (30) days to remove any equipment and fixtures and personal property, and to fully restore the Premises to the condition in which it existed at the time that Tenant took possession, ordinary wear and tear excepted. After thirty (30) days, Tenant shall be deemed to have abandoned any equipment, fixtures, or personal property remaining in or on the Premises.
27. Upon the termination of this Agreement, Tenant shall have no further right to or interest in any of the leasehold improvements installed by Tenant.
28. At the expiration or termination of this Agreement, Tenant shall peaceably deliver possession of the Premises to the City in as good order and condition as it existed at the time that Tenant took possession, reasonable use and wear excepted.

#### **DAMAGE OR DESTRUCTION OF PREMISES**

29. If the Premises are damaged by fire, explosion, natural elements, the public enemy, or other casualty, but not rendered untenable, the Premises may be repaired promptly by the City at the City's expense. If the damage is so extensive as to render the Premises untenable and, in the City's judgment, cannot be repaired within ninety (90) days from the date that the damage occurred, the City may terminate this Agreement effective as of the date of the damage by giving Tenant written notice within thirty (30) days of the date that the damage occurred.
30. If the City does not terminate the Agreement as provided for in the paragraph above, the City shall promptly repair and restore the Premises to the condition in which it existed when originally delivered to the Tenant, and the rent payable shall completely abate from the date that the damage occurred until the Premises are substantially restored and is tenantable. If the Premises are not repaired or reconstructed within one hundred and twenty (120) days after the damage occurred, absent good cause, Tenant may give the City written notice of its intention to cancel the Agreement in its entirety as of the date of the damage.

## **REQUIRED INSURANCE & INDEMNIFICATION**

31. Property Insurance. Tenant shall procure and keep in force a property insurance policy with special perils coverage upon its leasehold improvements, furniture, furnishings, fixtures and equipment, and business personal property to their full insurable value and shall provide the City with evidence that coverage has been procured and is being maintained in full force.
32. Workers' Compensation Insurance. The Tenant shall maintain workers' compensation insurance covering any employee whether part time, full time or casual in nature as required under Florida Statutes, including Employers' Liability Limit of \$500,000. If the owner(s) and or officers are not permitted to a legal exemption, they shall also be covered as any other employee.
33. Liability Insurance. The Tenant shall maintain, throughout the term of this Agreement, a commercial general liability insurance policy with coverage limits of \$1,000,000 bodily injury or property damage liability for each occurrence and \$2,000,000 in the aggregate. Coverage shall include a least \$50,000 fire legal liability and include products and completed operations. It is understood that the specified amounts of insurance in no way limits the liability of Tenant and that Tenant shall carry insurance in amounts so as to indemnify the City from all claims, suits, demands and actions. Tenant shall add the City as an additional insured including products and completed operations, and provide a certificate of insurance at the commencement of the lease and as often as requested by the City. Coverage shall be provided by an insurance carrier acceptable to the City.
34. Indemnification. To the fullest extent permitted by law, the Tenant shall indemnify and hold harmless the City, its consultants, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from the Tenant's fulfillment of this Agreement or the use of the Premises, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, pollution, or injury to or destruction of tangible property, but only to the extent caused by the negligent acts or omissions of the Tenant, the Tenant's subcontractors, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified here under, except for gross negligence by the City.

## **TENANT DEFAULT & LIABILITY**

35. Each of the following events shall constitute an Event of Default hereunder:
  - a. Tenant's failure to pay when due any installment of rent and such failure continues for a period of ten (10) days after the due date, without any notice or demand being required.

- b. Tenant's failure to perform or observe any other covenant, condition or other obligation of Tenant and such failure continues for a period of ten (10) days after Tenant receives written notice thereof.
  - c. The Premises become vacant and unoccupied for more than thirty (30) days.
- 36. Upon the occurrence of an Event of Default by Tenant that is not cured by Tenant within the applicable grace period specified above, the City or its agents or employees may immediately or at any time thereafter re-enter the Premises and remove Tenant, its agents, employees, licensees, and any other persons and all or any of its property from the Premises, either by summary dispossess proceedings or by any suitable action or proceedings at law or in equity or by force, self-help or otherwise, without being liable to indictment or prosecution of damages therefor, and repossess and enjoy the Premises, together with all alterations, additions, and improvements to the Premises.
- 37. The City's exercise of any of its remedies or its receipt of Tenant's keys shall not be considered an acceptance or surrender of the Premises by Tenant. A surrender must be agreed to in writing and signed by both parties.
- 38. In case of any termination, re-entry, or dispossession by summary proceedings or otherwise, the Rent and all other charges required to be paid up to the time of such termination, re-entry, or dispossession, shall be paid by Tenant, and Tenant also shall pay to the City all expenses which the City may then or thereafter incur for legal expenses, reasonable attorney's fees, and all other costs paid or incurred by the City as the result of such termination, re-entry, or dispossession, for restoring the Premises to good order and condition and for altering and otherwise preparing the Premises for reletting. The City may, but shall have no obligation, at any time relet the Premises, in whole or in part, for any rental then obtainable for a term that, at the City's option, may be for the remainder of the then current term of this Agreement or for any longer or shorter period.
- 39. Tenant shall remain liable to the City for damages in an amount equal to the Rent and other sums which would have been owing by Tenant hereunder for the balance of the Term had this Agreement not been terminated, less the net proceeds, if any, of any reletting of the Premises by the City after such termination, after deducting all of the City's expenses in connection with such recovery of possession or reletting. The City shall be entitled to collect and receive such damages from Tenant on the days on which the Rent and other amounts would have been payable if this Agreement had not been terminated. Alternatively, at the option of the City, the City shall be entitled to accelerate and declare the entire remaining unpaid Rent for the balance of the term to be immediately due and payable. The City shall be entitled to recover forthwith from Tenant, as damages for loss of the bargain and not as a penalty, an aggregate sum which, at the time of such termination of this Agreement, represents the present value of the aggregate of the Rent and other sums payable by Tenant hereunder that would have accrued for the balance of the term.

40. The City's rights and remedies set forth herein are cumulative and are in addition to the City's other rights and remedies at law or in equity or otherwise. The City's exercise of any such right or remedy shall not prevent the concurrent or subsequent exercise of any other right or remedy.
41. The City's delay or failure to exercise or enforce any of the City's rights or remedies or Tenant's obligations shall not constitute a waiver of any such rights, remedies or obligations. The City shall not be deemed to have waived any default unless such waiver expressly is set forth in an instrument signed by the City. Any such waiver shall not be construed as a waiver of any covenant or condition except as to the specific circumstances described in such waiver.
42. Neither Tenant's payment of an amount less than a sum due nor Tenant's endorsement or statement on any check or letter accompanying such payment shall be deemed an accord and satisfaction. Notwithstanding any request or designation by Tenant, the City may apply any payment received from Tenant to any payment then due. The City may accept the same without prejudice to the City's right to recover the balance of such sum or to pursue other remedies.

#### **MISCELLANEOUS PROVISIONS**

43. Force Majeure. The performance of all covenants contained here (except for the payment of rent which shall be paid if otherwise provided for herein), shall be postponed and suspended during any such period that performance is prevented by acts of God, accidents, weather and conditions arising from them, strikes, boycotts, lockouts and other labor troubles, riot, fire, earthquake, flood, storm, lightning, epidemic, insurrection, rebellion, revolution, civil war, hostilities, war, the declaration of existence of a national emergency and attendant conditions, the exercise of paramount power by the federal government, either through the taking of the Premises or the imposition of regulations restricting the conduct of business there, acts of enemies, sabotage, interference, restriction, limitation or prevention by legislation, regulation, decree, order of request of any federal, state or local government or any instrumentality or agency, including any court of competent jurisdiction, inability to secure labor or adequate supplies of materials, products or merchandise or any other delay or contingency beyond the reasonable control of the City or Tenant.
44. Independence of the Parties. It is understood and agreed that nothing contained herein is intended or should be construed as creating or establishing the relationship of copartners between the parties, or as constituting either party as the agent, representative, or employee of the other party for any purpose. Tenant is and remains an independent contractor with respect to all services performed under this Agreement.

45. Notices. Notices required herein shall be hand-delivered or sent via certified mail addressed to the respective addresses first written above. Notices to the City shall be addressed to the attention of the Parks and Recreation Director.
46. Nonrecording. Tenant shall not cause or allow this Agreement or any memorandum or disclosure thereof to be recorded or filed in any public land or other public records of any jurisdiction, and any attempt to do so may be treated by the City as a breach of this Agreement.
47. Severability. If any provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be deemed invalid or unenforceable, the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each provision of this Agreement shall remain in effect and shall be enforceable to the full extent permitted by law.
48. Waiver of Jury Trial. EACH PARTY HEREBY KNOWINGLY AND VOLUNTARILY WAIVES TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY PROCEEDING DIRECTLY OR INDIRECTLY ARISING OUT OF OR RELATING TO THIS AGREEMENT WHETHER BASED ON CONTRACT, TORT, OR ANY OTHER THEORY.
49. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. It is further agreed that the venue for any legal or equitable action between the parties relating to this Agreement shall be in the courts of appropriate jurisdiction in Lee County, Florida.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

Micah Rerica  
 Witness 1  
Neil Phillips  
 Witness 2

KRISTIN PIMENTEL  
 By: Kristin Pimentel

Attest:  
 By: Dabu Yelovich  
 City Clerk

CITY OF BONITA SPRINGS  
 By: Peter Simmons  
 Mayor Peter Simmons

Approved as to Legal Form: [Signature]  
 City Attorney's Office

**REQUESTED MOTION:** Authorize Mayor to sign the Resolution to approve the Selection Committee’s recommendation to engage ten firms for the City’s Miscellaneous Outdoor Recreation Facility Design & Engineering Services (CN 21-20).

**REQUESTOR:** Nicole Perino, Parks and Recreation Director

**AGENDA:** Consent

**STRATEGIC PRIORITY:** #5 Community Aesthetics

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**BACKGROUND:**

On January 11, 2022 – The City received ten (10) sealed Letters of Interest for Miscellaneous Outdoor Recreation Facility Design & Engineering Services CN 21-20.

On February 2, 2022 – The Selection Committee met to evaluate the submittals. After review, the committee recommended ten (10) firms to provide professional services to the City. These firms are:

Agnoli Barber & Brundage, Inc.	Stantec Consulting Services
Hans Wilson & Associates, Inc.	RVi Planning & Landscape Architecture
Hole Montes, Inc.	Halff Associates, Inc.
Swack Engineering, LLC	Coastal Engineering Consultants, Inc.
Parker Mudgett Smith Architects, Inc.	Kimley-Horn and Associates, Inc.

**STAFF RECOMMENDATION:** Staff recommends award of Miscellaneous Outdoor Recreation Facility Design & Engineering Services to the ten (10) above-referenced firms.

**ATTACHMENTS:**

1. Resolution

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**REVIEWERS:**

City Manager:	Arleen Hunter
City Attorney:	Derek Rooney
City Clerk:	Debra Filipek
Department Director:	Nicole Perino

Council Action: Approved \_\_\_ Denied \_\_\_ Deferred \_\_\_ Other \_\_\_\_\_

CITY OF BONITA SPRINGS, FLORIDA

RESOLUTION NO. 22 –

A RESOLUTION OF THE CITY OF BONITA SPRINGS, FLORIDA APPROVING THE SELECTION COMMITTEE'S RECOMMENDATION TO ENGAGE TEN (10) FIRMS FOR THE CITY'S MISCELLANEOUS OUTDOOR RECREATION FACILITIES DESIGN AND ENGINEERING CONTINUING SERVICES CONTRACTOR CN 21-20 AND AUTHORIZE STAFF TO ENTER INTO NEGOTIATIONS WITH THE TEN (10) FIRMS SELECTED.

WHEREAS, the City advertised for Miscellaneous Outdoor Recreation Facilities Design and Engineering Continuing Services Contractor and received ten (10) qualifications and experience submittals; and

WHEREAS, the Selection Committee met and selected the following firms:

- Stantec Consulting Services
- RVi Planning & Landscape Architecture
- Hans Wilson & Associates, Inc
- Halff Associates, Inc.
- Coastal Engineering Consultant, Inc.
- Hole Montes, Inc.
- Parker Mudgett Smith Architects, Inc.
- Agnoli, Barber & Brundage, Inc.
- Swack Engineering, LLC
- Kimley-Horn and Associates, Inc.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bonita Springs, Lee County, Florida:

Section 1. To approve the Selection Committee's recommendation to engage the ten (10) firms enumerated above for the City's Miscellaneous Outdoor Recreation Facilities Design and Engineering Continuing Services Contractor CN 21-20.

Section 2. This resolution shall take effect immediately upon adoption.

DULY PASSED AND ENACTED by the City Council of the City of Bonita Springs, Lee County, Florida, this 16<sup>th</sup> day of February 2022.

AUTHENTICATION:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
City Attorney's office

Vote:

Carr \_\_\_\_  
Purdon \_\_\_\_  
Forbes \_\_\_\_  
Gibson \_\_\_\_

Corrie \_\_\_\_  
Quaremba \_\_\_\_  
Steinmeyer \_\_\_\_

Date filed with City Clerk: \_\_\_\_\_

**REQUESTED MOTION:** Discussion regarding potential assistance from the City towards this year's Bonita Blues Festival event.

**REQUESTOR:** Council Member Laura Carr, District 3

**AGENDA:** Council Member Items

**STRATEGIC PRIORITY:** N/A

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**BACKGROUND:**

On March 13, 2020, the City Council held an emergency meeting due to the emerging pandemic, during which the Council ultimately voted to repeal all special event permits for events scheduled in the following 30 days. Unfortunately, this required the organizers of the Bonita Blues Festival to cancel their event that same weekend. During the meeting, City Council discussed the possibility of potentially assisting the Bonita Blues Festival when their next event was scheduled.

I would like to discuss with Council the possibility of the City donating \$10,000 from the budgeted Celebrate Bonita event to this year's Bonita Blues Festival. If approved, this would be in place of the Celebrate Bonita event, and the Bonita Blues Festival will celebrate Bonita Springs at the event and further promote the City on their website and in their event program.

The funding would be from line item: 00.430.574.4803.

**STAFF RECOMMENDATION:** Council's pleasure.

**ATTACHMENTS:**

1. Letter from the Bonita Blues Charitable Foundation
- 

**REVIEWERS:**

City Manager: Arleen Hunter  
City Attorney: Derek Rooney  
City Clerk: Debra Filipek  
Department Director: Lora Taylor

Council Action: Approved \_\_\_ Denied \_\_\_ Deferred \_\_\_ Other \_\_\_\_\_

# People Helping People

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To Whom It May Concern,

On Friday, March 13, 2020, The Bonita Blues Charitable Foundation, Inc. was set to host its 15<sup>th</sup> Annual Bonita Blues Festival which is a two day blues festival that not only gives all of its proceeds to local, qualified charities but also provides revenue to various local businesses from the local, regional, country-wide and international attendees who travel to Bonita Springs for this event. Riverside Park was set up with fencing, tents and other rentals, portable restrooms, sound equipment, radios and vendors. Food was purchased and being delivered for our VIP area. Wine had been delivered and paid for. Band hotel rooms had been paid for (but could have been cancelled). Bands had travel in so payment was due for the bands. Gates were ready to open at 1:00. At 11:30 word was received from the Bonita Spring's City Council that our approved Special Event Permit was being pulled and the festival needed to be cancelled. Attendees were in line at the time, waiting to get into the Park. As a result of our Permit being pulled at very last minute, the Foundation was stuck paying over \$21,000 in expenses that could have been avoided with a cancellation of 48 hours before, not to mention over \$100,000 worth of income expected from the event. The Bonita Blues Charitable Foundation was in constant contact with the City days prior. Thursday, March 12, 2020, late afternoon was the first we ever heard that there could possibly be a problem with going forward with the Festival.

At the Emergency Council Meeting on Friday, March 13, 2020, when our Permit was pulled, it was discussed that funds could be budgeted to alleviate the major losses we had incurred.

In that regard, The Bonita Blues Charitable Foundation respectfully requests monetary assistance from the City of Bonita Springs. Upon receipt, the Foundation will make various announcements from stage in connection with upcoming events to Celebrate Bonita, add the City of Bonita Springs to our website and include the City in our event program.

Thank you for your consideration,

Kevin & Jennifer Barry  
BONITA BLUES CHARITABLE FOUNDATION, INC.

Bonita Blues Charitable Foundation, Inc.  
Tax Payer ID # 26-1094480

*The Bonita Blues Charitable Foundations is a registered 501(c)3*



[www.bonitablues.com](http://www.bonitablues.com)



# People Helping People

## MISSION STATEMENT

Bonita Blues Charitable Foundation, Inc. was formed for charitable purposes. The contributions are used to fund an annual blues festival which in turn raises proceeds that are distributed to qualified local seniors, children and homeless charities. Its mission is to fund local qualified charities for the benefit of homeless, needy seniors, needy children and children's local arts and music programs.

The qualified local charities chosen for 2022 are:

### Bonita Springs Assistance Office

Bonita Springs Assistance Office, Inc., BSAO, a 501(c)(3) organization, has served the greater Bonita Springs, FL area since 1979. BSAO's goal is to help ordinary people (seniors, individuals and families) that encounter a life situation creating a temporary financial hardship such as rent, mortgage, utilities, clothing, food, or health needs. "Providing a hand up, not a hand out".

### Music for Minors

Music for Minors Foundation is a non-profit organization whose mission is to enhance the lives of children in Southwest Florida by providing children with the gift of musical instruments. In addition, they fund yearly music scholarships and private lessons for students in Lee and Collier County.

### Golisano Children's Hospital – Lee Health Music Therapy Program

The Music Therapy Program is dedicated to the unique health care needs of children with board certified music therapists who use songs and instruments to soothe sick children at the Hospital. They often play music during procedures, such as the removal of a ventilator tube or insertion of an IV, and encourage parents and children to play and sing along if they can. This therapy is shown to reduce the amount of sedation and length of hospital stay of the patient. They also actively work with Florida Gulf Coast University where they train interns in music therapy to work with patients.

Bonita Blues Charitable Foundation, Inc.

Tax Payer ID # 26-1094480

*The Bonita Blues Charitable Foundations is a registered 501(c)3*



[www.bonitablues.com](http://www.bonitablues.com)



**REQUESTED MOTION:** Receive a briefing paper from the Technology Advisory Board regarding public EV charging stations.

**REQUESTOR:** Council Member Chris Corrie, District 4

**AGENDA:** Council Member Items

**STRATEGIC PRIORITY:** N/A

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**BACKGROUND:** Attached is a briefing paper from the Technology Advisory Board.

Electric Vehicle sales are accelerating rapidly, and Florida is the second largest state for EV registrations. Driven by the convenience of home refueling, the advantages of electric propulsion, and concern for the environment, the City has an opportunity to take part in a change that benefits everyone in Bonita Springs. This means focusing on the unmet need of EV users, which is easy access to public charging.

Although EV users love the convenience of home charging, this is largely restricted to those with single-family homes. For residents in apartments and condominiums or visitors to Bonita Springs – as well as for travelers passing through – the closest high-speed site is on Collier Boulevard in Naples. There are no public high-speed charging stations in Bonita Springs. The next closest high-speed charging station is in Punta Gorda.

**STAFF RECOMMENDATION:** Receive the briefing paper from the Technology Advisory Board.

**ATTACHMENTS:**

1. Technology Advisory Board briefing paper
- 

**REVIEWERS:**

City Manager: Arleen Hunter  
City Attorney: Derek Rooney  
City Clerk: Debra Filipek  
Department Director: Lora Taylor

Council Action: Approved \_\_\_ Denied \_\_\_ Deferred \_\_\_ Other \_\_\_\_\_

# **Making Bonita Springs EV-Friendly**

## **A Briefing Paper from the Technology Advisory Board to City Council**

January 20, 2022

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### **The Issue**

Electric Vehicle sales are accelerating rapidly. Florida is the second largest state for EV registrations.

Driven by the convenience of home refueling, the advantages of electric propulsion and concern for the environment, we have the opportunity to ride this wave to the benefit of everyone in Bonita Springs by focusing on the biggest unmet need of EV users – easy access to public charging.

Although EV users love the convenience of home charging, this is largely restricted to those with single family homes. Occupants of apartments, condominiums and our many visitors must rely on public charging stations.

### **The Problem**

There are no public high-speed charging stations in Bonita Springs.

For those in apartments, condominiums and visitors to Bonita Springs – as well as for travelers passing through – the closest high-speed site is on Collier Boulevard in Naples. The next closest is in Punta Gorda. Tesla sites, restricted to Tesla owners, are located in North Naples, South Naples and Ft. Myers.

### **Recommendation and Goal**

If we wish to promote cleaner air, encourage more people to visit, and provide incentives to relocate here, we should resolve to remove current obstacles to the use of electric vehicles.

1. First step: Pass a city council resolution resolving to implement ways to achieve the above.
2. Second step: Appoint a small EV Task Force to explore ways to attain this goal. Examples include:
  - Increase tourism by encouraging private sector siting of public charging sites
  - Provide incentives for public, private and shared charging sites
  - Encourage siting in public locations, such as shopping malls, grocery stores, parks, library
  - Learn from others about incentives to attract EV-friendly tourism
  - Explore existing FPL incentives
  - Work with national charging networks, such as Electrify America, to establish local sites
  - Explore Incentives or ways to remove barriers for charging sites at HOAs and Condominiums
  - Explore State and Federal funding and incentives
  - Explore practices of other jurisdictions to encourage public, private or shared charging sites
  - Streamline permitting requirements where practical.

**REQUESTED MOTION:** Presentation and review of the Preliminary 2020-2021 Fiscal Year End Financial Report

**REQUESTOR:** Lisa Griggs Roberson, CPA, Director of Financial and Administrative Services

**AGENDA:** City Manager's Items

**STRATEGIC PRIORITY:** 7) Government Transparency

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**BACKGROUND:**

Staff will be providing a brief presentation on the attached Preliminary 2020-2021 Fiscal Year End Financial Report. This report also includes September 30, 2021, monthly details.

The report is preliminary as it is subject to change until the audit report is finalized in March.

Please note that staff is in the process of developing a fund balance report as of September 30, 2021, which will be completed in March along with the audit completion.

**STAFF RECOMMENDATION:** Receive presentation and report.

**ATTACHMENTS:**

1. Preliminary 2020-2021 Fiscal Year End Financial Report

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**REVIEWERS:**

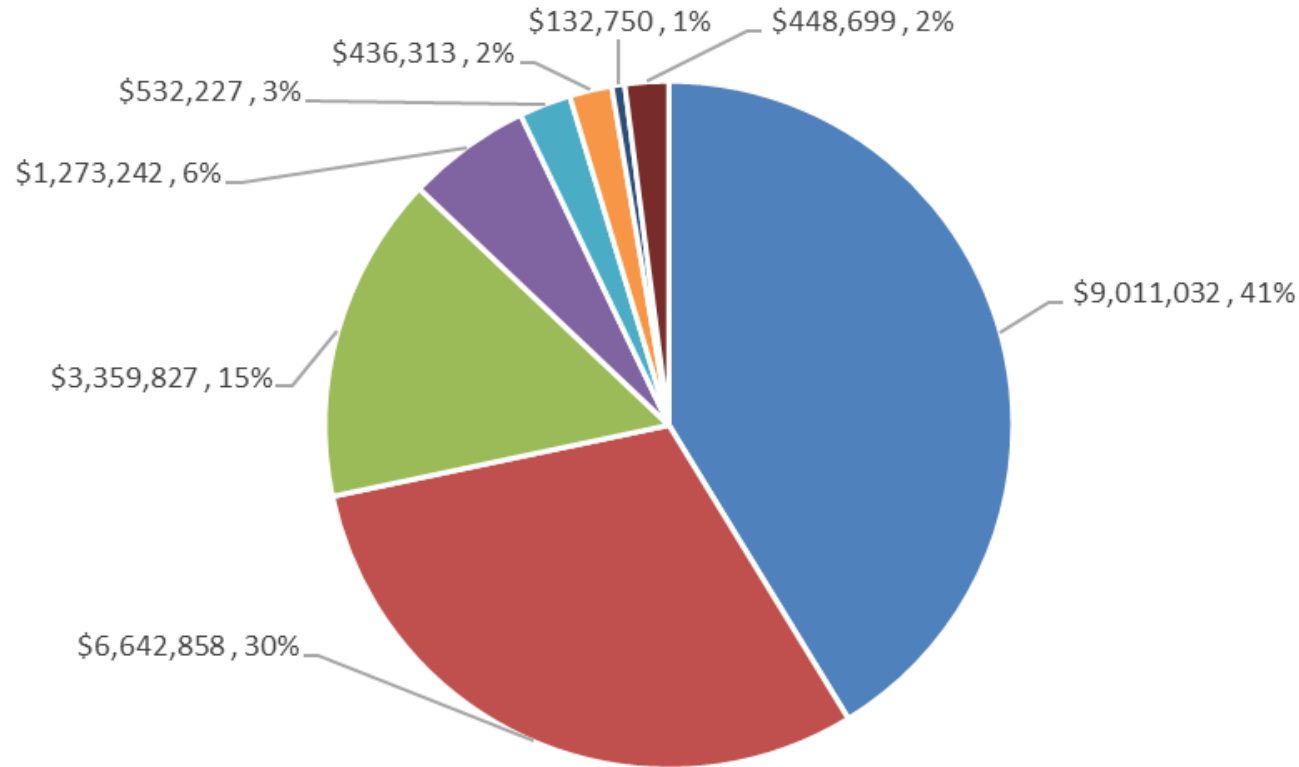
City Manager:	Arleen Hunter
City Attorney:	Derek Rooney
City Clerk:	Debra Filipek
Department Director:	Lisa Roberson

Council Action: Approved \_\_ Denied \_\_ Deferred \_\_ Other \_\_\_\_\_

# PRELIMINARY 2020-2021 FISCAL YEAR END FINANCIAL REPORT

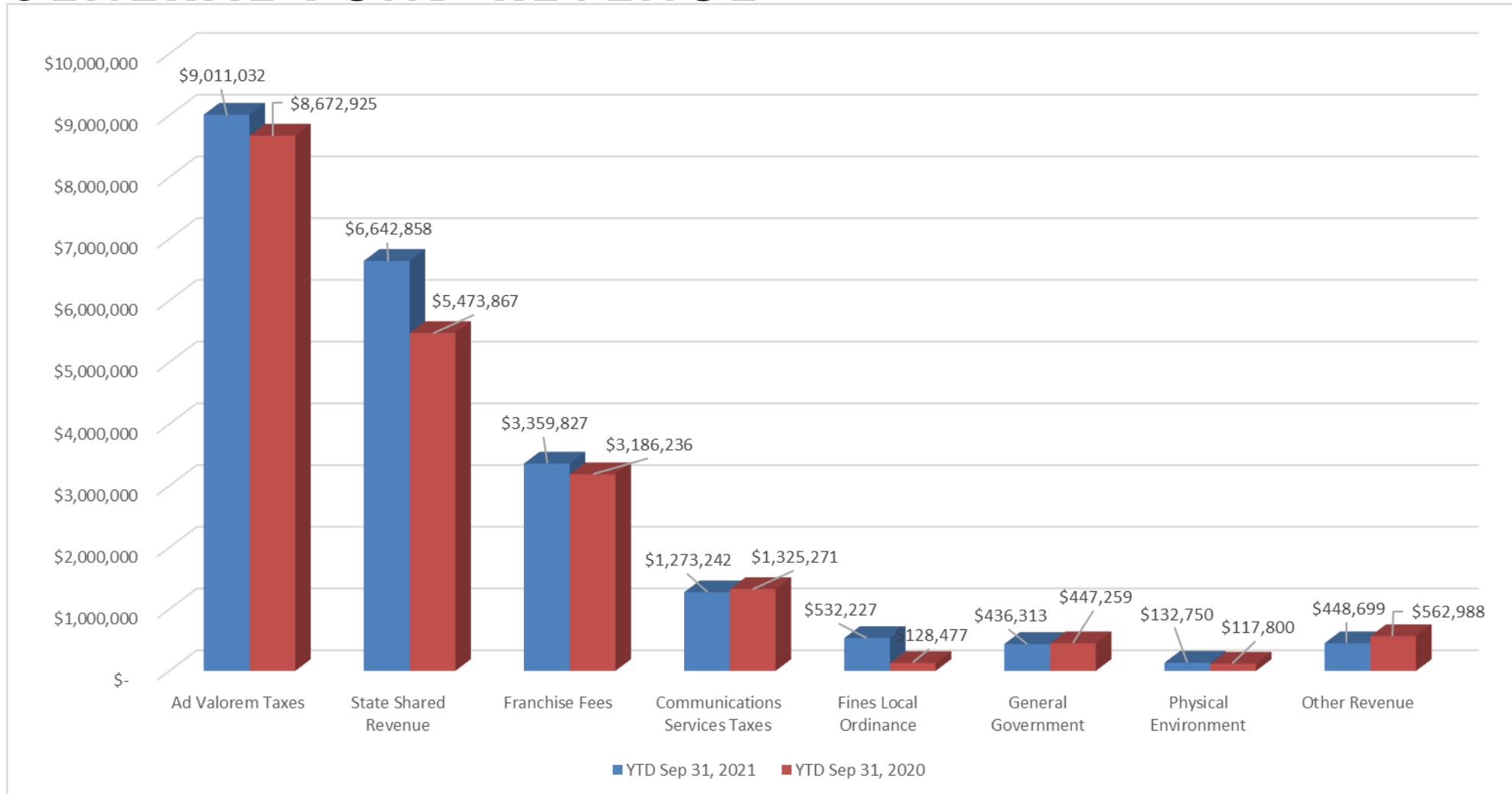


# GENERAL FUND REVENUE FISCAL YEAR ENDED SEPTEMBER 30, 2021

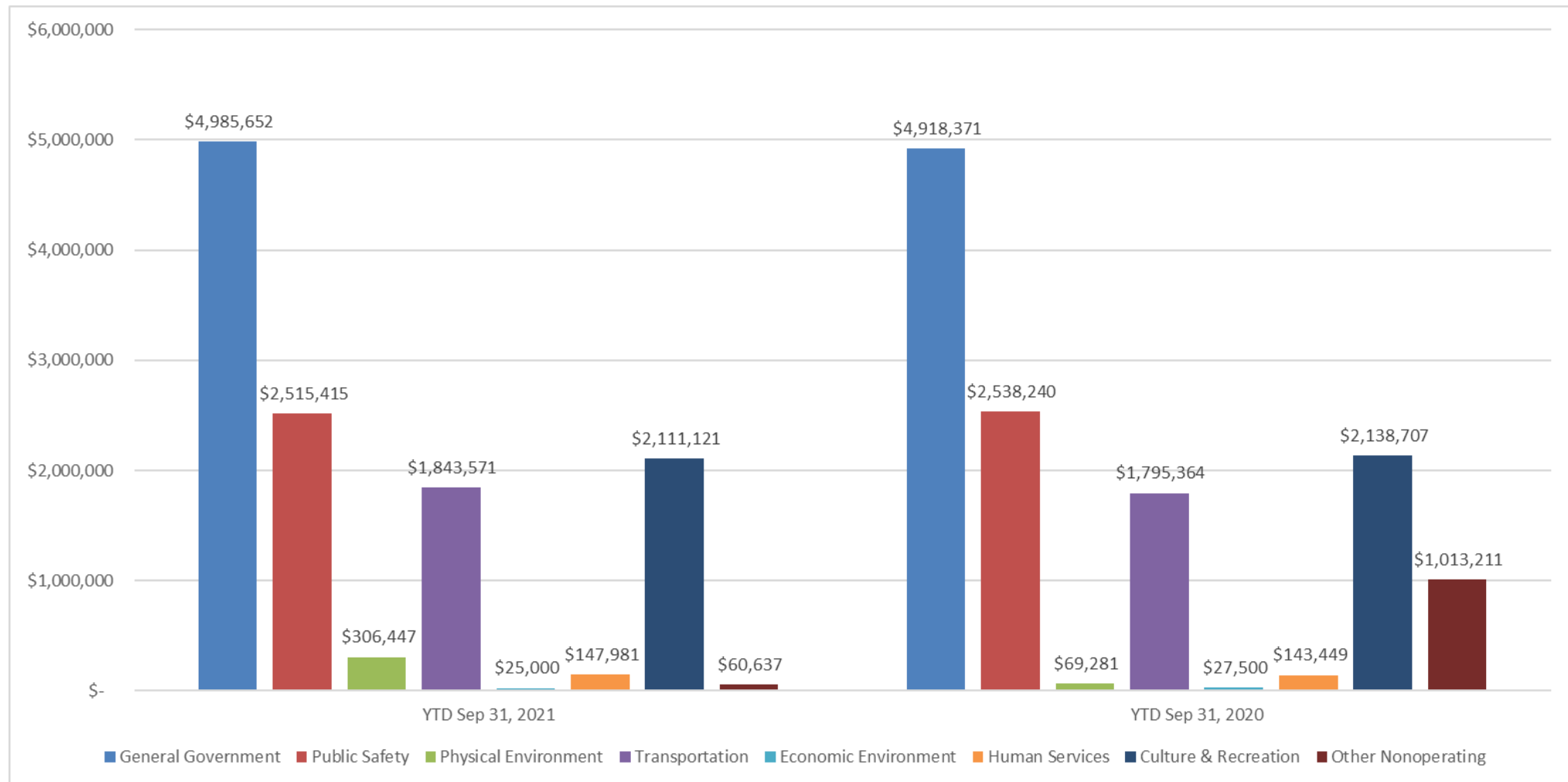


- Ad Valorem Taxes
- State Shared Revenue
- Franchise Fees
- Communications Services Taxes
- Fines Local Ordinance
- General Government
- Physical Environment
- Other Revenue

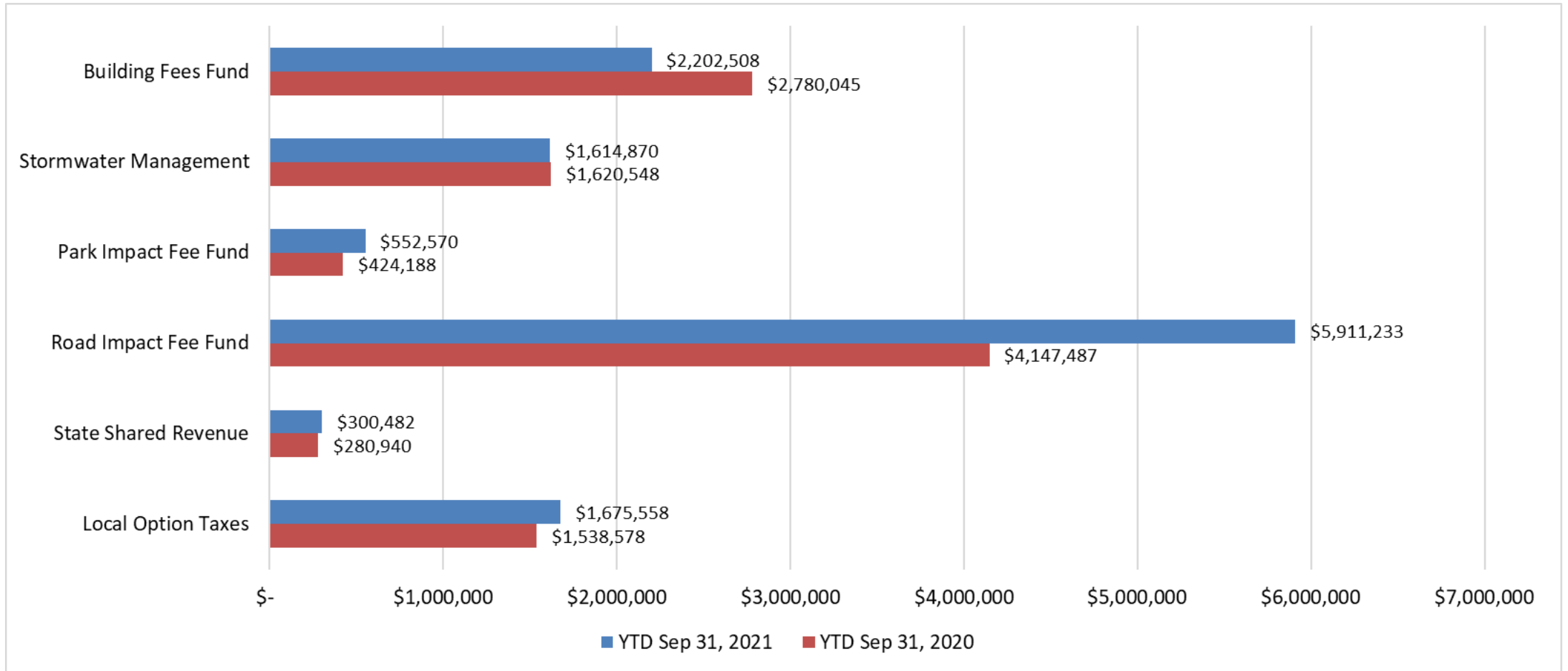
# GENERAL FUND REVENUE



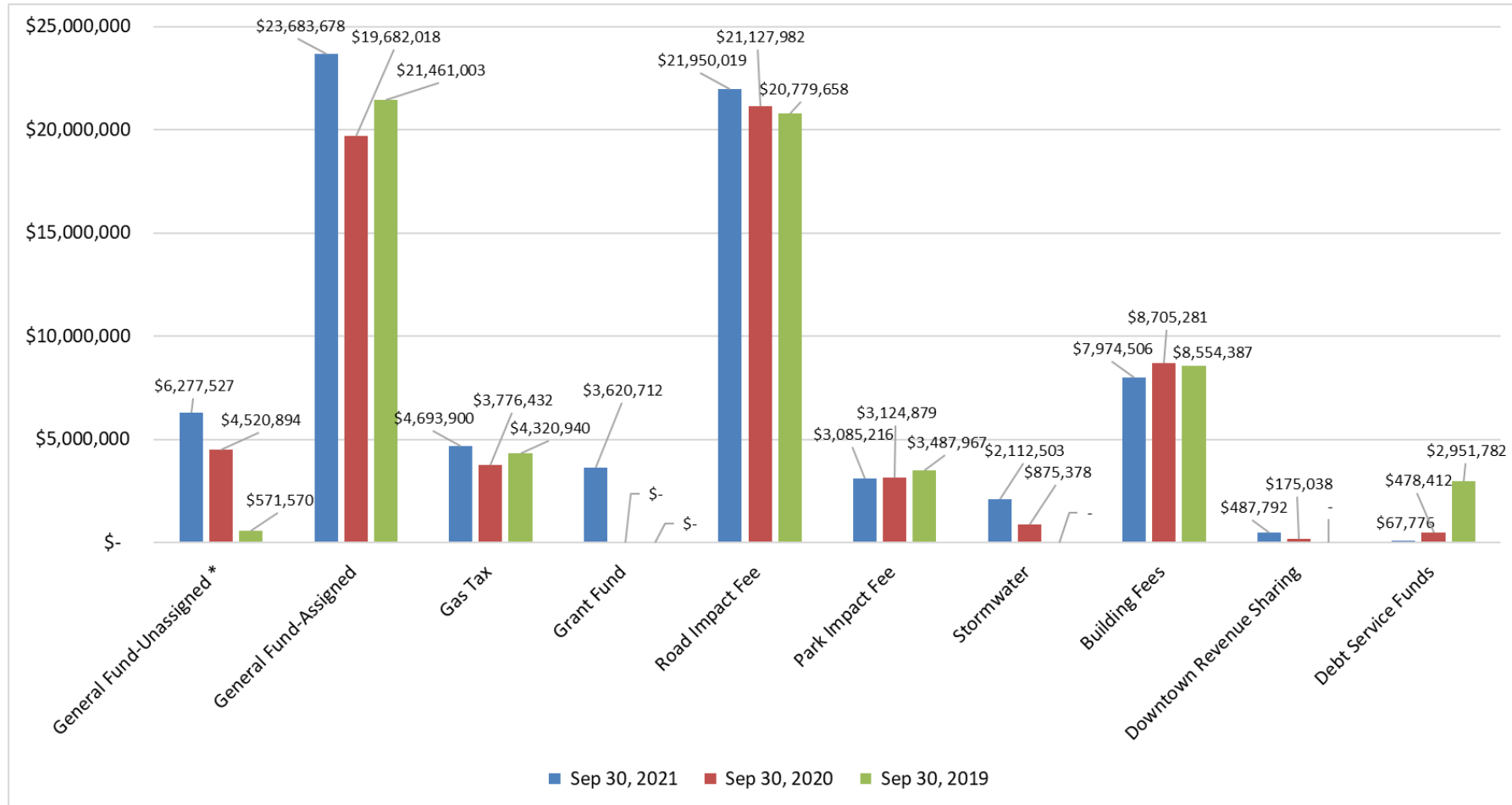
# GENERAL FUND EXPENDITURES



# RESTRICTED REVENUE



# CASH BALANCES



\* General fund unassigned fund balance is calculated at the end of each fiscal year after all audit adjustments are completed.

# HIGHLIGHTS

As of September 30, 2021, we have experienced the following significant year to date increases over prior year as result of current economic conditions:

- Half-Cent Sales Tax 25%
- State Shared Revenue: Sales Tax 11%, Gas Tax 7%
- Franchise Fees 5%
- Local Option Gas Tax 9%
- Road Impact Fees 43%
- Park Impact Fees 30%

# HIGHLIGHTS

Conversely, Communications Services Taxes are down 4% from prior year which is consistent with a State-wide trend.

# FLORIDA REVENUE ESTIMATING CONFERENCES

## JANUARY 2022

- Revenue for initial 5 months at the state level have far exceeded expectations.
- Residential real property growth is projected to continue in the near term.
- Growth projections for non-residential real property remains low related to the continued effects of pandemic on commercial property.

# FLORIDA REVENUE ESTIMATING CONFERENCES

## JANUARY 2022

Warnings continue regarding the following:

- Future risk for Sales Tax collections associated with people returning to normal purchasing habits.
- Consumers managing personal budget constraints in a period of rising inflation.
- The diminishing effects of federal stimulus payments.

## City of Bonita Springs, Florida

### Balance Sheet as of September 31, 2021

	Special Revenue Funds										Total Governmental Funds
	General Fund	Impact Fee Funds					Downtown Area Revenue Sharing	Debt Service Funds	Capital Projects Fund		
		Gas Tax	Grants	Road	Park	Stormwater Management					
<b>ASSETS</b>											
Cash and cash equivalents	\$ 29,961,205	\$ 4,693,900	\$ 3,620,712	\$ 21,950,019	\$ 3,085,216	\$ 2,112,503	\$ 7,974,506	\$ 487,792	\$ 67,776	\$ -	\$ 73,953,629
Receivables (net)	452,174	-	-	-	-	-	-	-	-	-	452,174
Due from other funds	819,129	-	-	-	-	-	-	-	-	-	819,129
Due from other governments	987,632	163,920	921,378	-	-	16,314	-	-	-	-	2,089,244
Total assets	\$ 32,220,140	\$ 4,857,820	\$ 4,542,090	\$ 21,950,019	\$ 3,085,216	\$ 2,128,817	\$ 7,974,506	\$ 487,792	\$ 67,776	\$ -	\$ 77,314,176
<b>LIABILITIES AND FUND BALANCES</b>											
Liabilities:											
Accounts and contracts payable	\$ 817,411	\$ 460,061	\$ 102,249	\$ 341,237	\$ 7,396	\$ 113,575	\$ 24,431	\$ -	\$ -	\$ -	\$ 1,866,360
Accrued liabilities	379,539	-	-	-	-	-	-	-	-	-	379,539
Due to other funds	-	-	819,129	-	-	-	-	-	-	-	819,129
Due to other governments	37,035	-	-	100,972	-	-	-	-	-	-	138,007
Unearned Revenue	-	-	3,620,712	-	-	-	-	-	-	-	3,620,712
Total liabilities	1,233,985	460,061	4,542,090	442,209	7,396	113,575	24,431	-	-	-	6,823,747
Total fund balances, beginning of the year	24,024,083	3,809,257	-	20,989,633	2,647,738	887,802	8,701,219	175,038	450,734	6,678	61,692,182
Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	6,962,072	588,502	-	518,177	430,082	1,127,440	(751,144)	312,754	(382,958)	(6,678)	8,798,247
Fund balances	30,986,155	4,397,759	-	21,507,810	3,077,820	2,015,242	7,950,075	487,792	67,776	-	70,490,429
Total liabilities and fund balances	\$ 32,220,140	\$ 4,857,820	\$ 4,542,090	\$ 21,950,019	\$ 3,085,216	\$ 2,128,817	\$ 7,974,506	\$ 487,792	\$ 67,776	\$ -	\$ 77,314,176



City of Bonita Springs, FL

# General Fund Budget Report

## Group Summary

For Fiscal: 2020-2021 Period Ending: 09/30/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 00 - General Fund</b>					
<b>Revenue</b>					
311 - Ad Valorem Taxes	8,993,781.00	8,993,781.00	1,384.13	9,011,032.20	-17,251.20
315 - Communications Services Taxes	1,295,827.00	1,295,827.00	208,833.84	1,273,242.01	22,584.99
316 - Local Business Taxes	25,000.00	25,000.00	18,315.69	37,175.04	-12,175.04
323 - Franchise Fees	2,923,256.00	2,923,256.00	649,951.75	3,359,826.68	-436,570.68
329 - Other Permits, Fees & Special Assessment	55,900.00	55,900.00	8,097.00	51,082.00	4,818.00
335 - State Shared Revenue	5,431,119.00	5,431,119.00	1,049,188.51	6,642,857.98	-1,211,738.98
341 - General Government	425,000.00	425,000.00	63,804.48	436,312.58	-11,312.58
343 - Physical Environment	96,300.00	96,300.00	9,800.00	132,750.00	-36,450.00
347 - Culture/Recreation	109,500.00	109,500.00	4,619.92	70,292.21	39,207.79
349 - Other Charges for Services	61,500.00	61,500.00	8,918.64	111,804.67	-50,304.67
351 - Judgements, Fines-Traffic	26,000.00	26,000.00	4,665.19	30,034.60	-4,034.60
354 - Fines Local Ordinance	80,000.00	80,000.00	201,317.80	532,226.62	-452,226.62
361 - Interest & Other Earnings	175,000.00	175,000.00	3,729.39	86,226.82	88,773.18
362 - Rents & Royalties	30,000.00	30,000.00	2,921.00	26,160.41	3,839.59
366 - Contributions	0.00	0.00	560.00	2,591.00	-2,591.00
369 - Other Misc Revenues	30,805.00	30,805.00	30.00	33,332.65	-2,527.65
381 - Transfers In	15,000.00	1,615,000.00	-3,602,547.19	1,596,991.98	18,008.02
<b>Revenue Total:</b>	<b>19,773,988.00</b>	<b>21,373,988.00</b>	<b>-1,366,409.85</b>	<b>23,433,939.45</b>	<b>-2,059,951.45</b>
<b>Expense</b>					
51 - General Government	6,071,616.00	6,028,826.00	700,208.61	4,985,652.10	1,043,173.90
52 - Public Safety	2,636,644.00	2,644,544.00	87,794.97	2,515,415.44	129,128.56
53 - Physical Environment	372,812.00	667,065.00	177,932.64	306,447.20	360,617.80
54 - Transportation	2,912,368.00	2,946,181.00	304,059.02	1,843,570.74	1,102,610.26
55 - Economic Environment	27,550.00	27,550.00	0.00	25,000.00	2,550.00
56 - Human Services	156,826.00	156,826.00	69,283.00	147,981.00	8,845.00
57 - Culture & Recreation	2,352,295.00	2,465,165.00	258,054.59	2,111,121.41	354,043.59
58 - Other Uses/Transfers Out	5,199,639.00	17,326,651.00	866,009.09	4,476,041.98	12,850,609.02
59 - Other Nonoperating	25,000.00	783,104.00	83.16	60,637.13	722,466.87
<b>Expense Total:</b>	<b>19,754,750.00</b>	<b>33,045,912.00</b>	<b>2,463,425.08</b>	<b>16,471,867.00</b>	<b>16,574,045.00</b>
<b>Fund: 00 - General Fund Surplus (Deficit):</b>	<b>19,238.00</b>	<b>-11,671,924.00</b>	<b>-3,829,834.93</b>	<b>6,962,072.45</b>	<b>-18,633,996.45</b>
<b>Total Surplus (Deficit):</b>	<b>19,238.00</b>	<b>-11,671,924.00</b>	<b>-3,829,834.93</b>	<b>6,962,072.45</b>	



# General Fund Department Expenditures Excluding Transfers

## City of Bonita Springs, FL Group Summary

For Fiscal: 2020-2021 Period Ending: 09/30/2021

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 00 - General Fund</b>					
101 - City Council	487,425.00	487,425.00	38,940.26	402,247.41	85,177.59
102 - Boards & Committees	76,000.00	89,184.00	3,493.60	8,807.16	80,376.84
201 - City Manager	496,609.00	500,829.00	66,472.01	493,274.05	7,554.95
211 - Planning & Zoning	1,869,269.00	1,869,269.00	301,633.09	1,788,965.10	80,303.90
220 - Law Enforcement/Security	1,925,324.00	1,925,324.00	4,836.80	1,862,242.15	63,081.85
230 - Neighborhood Services	680,590.00	688,490.00	80,243.25	631,999.16	56,490.84
240 - Information Technologies	191,763.00	193,963.00	12,037.17	164,425.97	29,537.03
250 - Public Works	3,227,180.00	3,536,952.00	481,991.66	2,143,846.48	1,393,105.52
260 - Emergency Preparedness	30,730.00	30,730.00	2,714.92	21,174.13	9,555.87
270 - Non-Departmental Expenditures	721,726.00	1,414,830.00	75,050.54	316,783.46	1,098,046.54
301 - City Attorney	776,241.00	778,771.00	49,327.62	449,933.17	328,837.83
401 - Administrative Services	485,052.00	491,792.00	34,829.15	394,842.78	96,949.22
402 - City Hall	185,679.00	185,679.00	45,288.02	200,213.12	-14,534.12
410 - Human Resources	23,400.00	23,400.00	398.90	20,574.93	2,825.07
430 - Communications	667,696.00	673,966.00	90,345.53	588,174.28	85,791.72
501 - Finance	606,207.00	614,527.00	74,453.45	565,881.10	48,645.90
601 - Parks & Recreation Administration	616,002.00	655,142.00	97,165.28	626,107.54	29,034.46
602 - Recreation Center	393,284.00	394,964.00	34,404.80	342,407.85	52,556.15
603 - Community Park & Ball Fields	170,455.00	170,455.00	2,614.38	139,568.60	30,886.40
604 - Community Pool	352,133.00	355,223.00	25,484.47	332,658.87	22,564.13
605 - Riverside Park	119,485.00	140,485.00	14,067.56	137,966.30	2,518.70
609 - Formerly Community Hall/Sherriff Substation	15,440.00	15,440.00	426.52	4,675.26	10,764.74
610 - Dog Park	62,450.00	107,450.00	16,165.78	56,769.22	50,680.78
611 - Beach Parks	9,656.00	9,656.00	4,765.58	5,609.01	4,046.99
613 - BS Soccer Complex	133,833.00	133,833.00	7,130.51	68,193.86	65,639.14
614 - Kentucky Street Park	4,750.00	4,750.00	2,600.00	4,485.00	265.00
615 - Liles Hotel	59,216.00	59,216.00	8,584.70	68,082.95	-8,866.95
617 - Bonita Nature Place	38,213.00	38,213.00	4,106.46	34,322.75	3,890.25
618 - Windsor Road Preserve	6,644.00	6,644.00	24.34	7,075.12	-431.12
620 - Marni Fields	71,642.00	71,642.00	3,630.16	73,718.22	-2,076.22
621 - BS River Park	17,842.00	17,842.00	9,271.89	14,704.26	3,137.74
622 - Cullum's Bonita Trail	16,800.00	16,800.00	1,755.00	15,590.00	1,210.00
623 - Carpenter Lane Canoe & Kayak	1,125.00	1,125.00	0.00	110.20	1,014.80
624 - Leitner Creek Neighborhood Park	4,250.00	4,250.00	0.00	2,581.12	1,668.88
626 - Oak Creek Preserve	6,000.00	6,000.00	2,954.00	6,404.00	-404.00
883 - Veterans	5,000.00	5,000.00	208.59	550.14	4,449.86
885 - Donate a Bench	0.00	0.00	0.00	860.30	-860.30
<b>Fund: 00 - General Fund Total:</b>	<b>14,555,111.00</b>	<b>15,719,261.00</b>	<b>1,597,415.99</b>	<b>11,995,825.02</b>	<b>3,723,435.98</b>
<b>Total Surplus (Deficit):</b>	<b>-14,555,111.00</b>	<b>-15,719,261.00</b>	<b>-1,597,415.99</b>	<b>-11,995,825.02</b>	



City of Bonita Springs, FL

# Special Revenue Funds Budget Report

## Group Summary

For Fiscal: 2020-2021 Period Ending: 09/30/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 10 - Gas Tax Fund</b>					
<b>Revenue</b>					
312 - Local Option Taxes	1,510,293.00	1,510,293.00	276,680.78	1,675,557.86	-165,264.86
335 - State Shared Revenue	286,478.00	286,478.00	49,083.74	300,481.50	-14,003.50
361 - Interest & Other Earnings	40,000.00	40,000.00	493.00	10,532.00	29,468.00
<b>Revenue Total:</b>	<b>1,836,771.00</b>	<b>1,836,771.00</b>	<b>326,257.52</b>	<b>1,986,571.36</b>	<b>-149,800.36</b>
<b>Expense</b>					
54 - Transportation	1,197,000.00	1,197,000.00	125,315.04	800,487.98	396,512.02
58 - Other Uses/Transfers Out	1,827,637.00	4,006,316.00	475,332.53	597,581.25	3,408,734.75
<b>Expense Total:</b>	<b>3,024,637.00</b>	<b>5,203,316.00</b>	<b>600,647.57</b>	<b>1,398,069.23</b>	<b>3,805,246.77</b>
<b>Fund: 10 - Gas Tax Fund Surplus (Deficit):</b>	<b>-1,187,866.00</b>	<b>-3,366,545.00</b>	<b>-274,390.05</b>	<b>588,502.13</b>	<b>-3,955,047.13</b>
<b>Fund: 13 - Grant Fund</b>					
<b>Revenue</b>					
331 - Federal Grants	332,389.00	18,004,438.00	25,851.70	2,008,046.95	15,996,391.05
334 - State Grants	8,079,849.00	18,447,349.00	871,574.79	1,126,465.27	17,320,883.73
337 - Local Gvmt Grants	310,000.00	360,616.00	23,952.00	40,000.00	320,616.00
381 - Transfers In	40,000.00	40,000.00	1,436.00	1,436.00	38,564.00
<b>Revenue Total:</b>	<b>8,762,238.00</b>	<b>36,852,403.00</b>	<b>922,814.49</b>	<b>3,175,948.22</b>	<b>33,676,454.78</b>
<b>Expense</b>					
52 - Public Safety	80,000.00	80,000.00	5,440.00	41,436.00	38,564.00
58 - Other Uses/Transfers Out	8,682,238.00	36,772,403.00	-3,439,098.00	3,134,512.22	33,637,890.78
<b>Expense Total:</b>	<b>8,762,238.00</b>	<b>36,852,403.00</b>	<b>-3,433,658.00</b>	<b>3,175,948.22</b>	<b>33,676,454.78</b>
<b>Fund: 13 - Grant Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>4,356,472.49</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 14 - Road Impact Fee Fund</b>					
<b>Revenue</b>					
324 - Impact Fees	2,460,585.00	2,460,585.00	567,287.76	5,911,232.62	-3,450,647.62
361 - Interest & Other Earnings	150,000.00	150,000.00	2,735.00	55,421.07	94,578.93
<b>Revenue Total:</b>	<b>2,610,585.00</b>	<b>2,610,585.00</b>	<b>570,022.76</b>	<b>5,966,653.69</b>	<b>-3,356,068.69</b>
<b>Expense</b>					
58 - Other Uses/Transfers Out	4,321,418.00	19,849,191.00	642,009.99	5,448,476.59	14,400,714.41
<b>Expense Total:</b>	<b>4,321,418.00</b>	<b>19,849,191.00</b>	<b>642,009.99</b>	<b>5,448,476.59</b>	<b>14,400,714.41</b>
<b>Fund: 14 - Road Impact Fee Fund Surplus (Deficit):</b>	<b>-1,710,833.00</b>	<b>-17,238,606.00</b>	<b>-71,987.23</b>	<b>518,177.10</b>	<b>-17,756,783.10</b>
<b>Fund: 16 - Park Impact Fee Fund</b>					
<b>Revenue</b>					
324 - Impact Fees	259,710.00	259,710.00	35,640.00	552,570.00	-292,860.00
361 - Interest & Other Earnings	30,000.00	30,000.00	381.00	8,245.00	21,755.00
<b>Revenue Total:</b>	<b>289,710.00</b>	<b>289,710.00</b>	<b>36,021.00</b>	<b>560,815.00</b>	<b>-271,105.00</b>
<b>Expense</b>					
58 - Other Uses/Transfers Out	200,000.00	1,987,492.00	8,776.25	130,733.24	1,856,758.76
<b>Expense Total:</b>	<b>200,000.00</b>	<b>1,987,492.00</b>	<b>8,776.25</b>	<b>130,733.24</b>	<b>1,856,758.76</b>
<b>Fund: 16 - Park Impact Fee Fund Surplus (Deficit):</b>	<b>89,710.00</b>	<b>-1,697,782.00</b>	<b>27,244.75</b>	<b>430,081.76</b>	<b>-2,127,863.76</b>
<b>Fund: 18 - Stormwater Management</b>					
<b>Revenue</b>					
325 - Special Assessments - Charges for Public Services	1,508,100.00	1,508,100.00	16,313.80	1,614,870.07	-106,770.07
361 - Interest & Other Earnings	4,000.00	4,000.00	123.00	2,618.00	1,382.00
<b>Revenue Total:</b>	<b>1,512,100.00</b>	<b>1,512,100.00</b>	<b>16,436.80</b>	<b>1,617,488.07</b>	<b>-105,388.07</b>
<b>Expense</b>					
53 - Physical Environment	1,512,100.00	1,512,100.00	133,044.22	490,048.44	1,022,051.56

Special Revenue Funds Budget Report

For Fiscal: 2020-2021 Period Ending: 09/30/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense Total:</b>	<b>1,512,100.00</b>	<b>1,512,100.00</b>	<b>133,044.22</b>	<b>490,048.44</b>	<b>1,022,051.56</b>
<b>Fund: 18 - Stormwater Management Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-116,607.42</b>	<b>1,127,439.63</b>	<b>-1,127,439.63</b>
<b>Fund: 19 - Building Fees Fund</b>					
<b>Revenue</b>					
322 - Building Permits	2,200,000.00	2,200,000.00	113,266.92	2,202,508.19	-2,508.19
329 - Other Permits, Fees & Special Assessment	0.00	0.00	0.00	27,463.50	-27,463.50
361 - Interest & Other Earnings	78,000.00	78,000.00	1,092.00	23,320.00	54,680.00
<b>Revenue Total:</b>	<b>2,278,000.00</b>	<b>2,278,000.00</b>	<b>114,358.92</b>	<b>2,253,291.69</b>	<b>24,708.31</b>
<b>Expense</b>					
52 - Public Safety	2,809,000.00	2,849,010.00	488,350.83	2,847,808.64	1,201.36
54 - Transportation	0.00	9,383.00	0.00	0.00	9,383.00
58 - Other Uses/Transfers Out	15,000.00	1,184,700.00	36,587.00	156,627.29	1,028,072.71
<b>Expense Total:</b>	<b>2,824,000.00</b>	<b>4,043,093.00</b>	<b>524,937.83</b>	<b>3,004,435.93</b>	<b>1,038,657.07</b>
<b>Fund: 19 - Building Fees Fund Surplus (Deficit):</b>	<b>-546,000.00</b>	<b>-1,765,093.00</b>	<b>-410,578.91</b>	<b>-751,144.24</b>	<b>-1,013,948.76</b>
<b>Fund: 23 - Downtown Area Revenue Sharing</b>					
<b>Revenue</b>					
311 - Ad Valorem Taxes	255,291.00	255,291.00	0.00	265,916.00	-10,625.00
337 - Local Gvmt Grants	1,265,243.00	1,265,243.00	0.00	1,120,214.00	145,029.00
361 - Interest & Other Earnings	2,000.00	2,000.00	0.00	0.00	2,000.00
<b>Revenue Total:</b>	<b>1,522,534.00</b>	<b>1,522,534.00</b>	<b>0.00</b>	<b>1,386,130.00</b>	<b>136,404.00</b>
<b>Expense</b>					
58 - Other Uses/Transfers Out	1,073,650.00	1,073,650.00	0.00	1,073,375.38	274.62
<b>Expense Total:</b>	<b>1,073,650.00</b>	<b>1,073,650.00</b>	<b>0.00</b>	<b>1,073,375.38</b>	<b>274.62</b>
<b>Fund: 23 - Downtown Area Revenue Sharing Surplus (Deficit):</b>	<b>448,884.00</b>	<b>448,884.00</b>	<b>0.00</b>	<b>312,754.62</b>	<b>136,129.38</b>
<b>Total Surplus (Deficit):</b>	<b>-2,906,105.00</b>	<b>-23,619,142.00</b>	<b>3,510,153.63</b>	<b>2,225,811.00</b>	



City of Bonita Springs, FL

# Debt Service Funds Budget Report

## Group Summary

For Fiscal: 2020-2021 Period Ending: 09/30/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 20 - 2011 Debt Fund</b>					
<b>Revenue</b>					
361 - Interest & Other Earnings	2,000.00	2,000.00	3.00	171.00	1,829.00
381 - Transfers In	2,171,067.00	2,171,067.00	0.00	2,171,066.32	0.68
<b>Revenue Total:</b>	<b>2,173,067.00</b>	<b>2,173,067.00</b>	<b>3.00</b>	<b>2,171,237.32</b>	<b>1,829.68</b>
<b>Expense</b>					
51 - General Government	2,554,196.00	2,554,196.00	0.00	2,554,195.45	0.55
<b>Expense Total:</b>	<b>2,554,196.00</b>	<b>2,554,196.00</b>	<b>0.00</b>	<b>2,554,195.45</b>	<b>0.55</b>
<b>Fund: 20 - 2011 Debt Fund Surplus (Deficit):</b>	<b>-381,129.00</b>	<b>-381,129.00</b>	<b>3.00</b>	<b>-382,958.13</b>	<b>1,829.13</b>
<b>Fund: 21 - 2014 Debt Fund</b>					
<b>Revenue</b>					
381 - Transfers In	1,073,650.00	1,073,650.00	0.00	1,073,375.38	274.62
<b>Revenue Total:</b>	<b>1,073,650.00</b>	<b>1,073,650.00</b>	<b>0.00</b>	<b>1,073,375.38</b>	<b>274.62</b>
<b>Expense</b>					
51 - General Government	1,073,650.00	1,073,650.00	0.00	1,073,375.38	274.62
<b>Expense Total:</b>	<b>1,073,650.00</b>	<b>1,073,650.00</b>	<b>0.00</b>	<b>1,073,375.38</b>	<b>274.62</b>
<b>Fund: 21 - 2014 Debt Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 22 - 2020 Debt Fund</b>					
<b>Revenue</b>					
381 - Transfers In	116,900.00	116,900.00	0.00	116,894.43	5.57
<b>Revenue Total:</b>	<b>116,900.00</b>	<b>116,900.00</b>	<b>0.00</b>	<b>116,894.43</b>	<b>5.57</b>
<b>Expense</b>					
51 - General Government	116,900.00	116,900.00	0.00	116,894.43	5.57
58 - Other Uses/Transfers Out	0.00	6,678.00	0.00	0.00	6,678.00
<b>Expense Total:</b>	<b>116,900.00</b>	<b>123,578.00</b>	<b>0.00</b>	<b>116,894.43</b>	<b>6,683.57</b>
<b>Fund: 22 - 2020 Debt Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>-6,678.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-6,678.00</b>
<b>Total Surplus (Deficit):</b>	<b>-381,129.00</b>	<b>-387,807.00</b>	<b>3.00</b>	<b>-382,958.13</b>	



City of Bonita Springs, FL

# Capital Project Funds Budget Report

## Group Summary

For Fiscal: 2020-2021 Period Ending: 09/30/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 30 - Cap Projects Fund</b>					
<b>Revenue</b>					
366 - Contributions	0.00	0.00	2,078,340.00	2,078,340.00	-2,078,340.00
369 - Other Misc Revenues	0.00	0.00	0.00	0.00	0.00
381 - Transfers In	17,538,116.00	75,994,686.00	2,187,660.05	9,836,644.69	66,158,041.31
384 - Debt Proceeds	0.00	0.00	0.00	0.00	0.00
<b>Revenue Total:</b>	<b>17,538,116.00</b>	<b>75,994,686.00</b>	<b>4,266,000.05</b>	<b>11,914,984.69</b>	<b>64,079,701.31</b>
<b>Expense</b>					
51 - General Government	488,381.00	4,130,951.00	395,114.20	2,461,513.21	1,669,437.79
53 - Physical Environment	9,325,978.00	42,641,225.00	630,785.83	1,717,021.90	40,924,203.10
54 - Transportation	6,276,757.00	27,169,169.00	1,148,011.27	4,728,317.11	22,440,851.89
57 - Culture & Recreation	1,447,000.00	2,046,663.00	2,092,088.75	3,008,132.47	-961,469.47
58 - Other Uses/Transfers Out	0.00	6,678.00	0.00	6,677.85	0.15
<b>Expense Total:</b>	<b>17,538,116.00</b>	<b>75,994,686.00</b>	<b>4,266,000.05</b>	<b>11,921,662.54</b>	<b>64,073,023.46</b>
<b>Fund: 30 - Cap Projects Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-6,677.85</b>	<b>6,677.85</b>
<b>Fund: 31 - Other Capital Projects Fund</b>					
<b>Revenue</b>					
366 - Contributions	0.00	0.00	0.00	0.00	0.00
381 - Transfers In	364,849.00	1,202,456.00	3,068.00	227,617.00	974,839.00
<b>Revenue Total:</b>	<b>364,849.00</b>	<b>1,202,456.00</b>	<b>3,068.00</b>	<b>227,617.00</b>	<b>974,839.00</b>
<b>Expense</b>					
53 - Physical Environment	0.00	0.00	0.00	0.00	0.00
55 - Economic Environment	85,000.00	373,294.00	0.00	200,009.00	173,285.00
57 - Culture & Recreation	279,849.00	829,162.00	3,068.00	27,608.00	801,554.00
<b>Expense Total:</b>	<b>364,849.00</b>	<b>1,202,456.00</b>	<b>3,068.00</b>	<b>227,617.00</b>	<b>974,839.00</b>
<b>Fund: 31 - Other Capital Projects Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-6,677.85</b>	

**REQUESTED MOTION:** Presentation and review of the December and November Financial Report.

**REQUESTOR:** Lisa Griggs Roberson, CPA, Director of Financial and Administrative Services

**AGENDA:** City Manager's Items

**STRATEGIC PRIORITY:** 7) Government Transparency

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**BACKGROUND:**

Staff will be providing a brief presentation on the attached fiscal year to date financial report for December 31, 2021. This report is for three months of operations in the 2021-2022 fiscal year. Also included is the monthly report for November 30, 2021.

**STAFF RECOMMENDATION:** Receive presentation and report.

**ATTACHMENTS:**

1. Financial Report
- 

**REVIEWERS:**

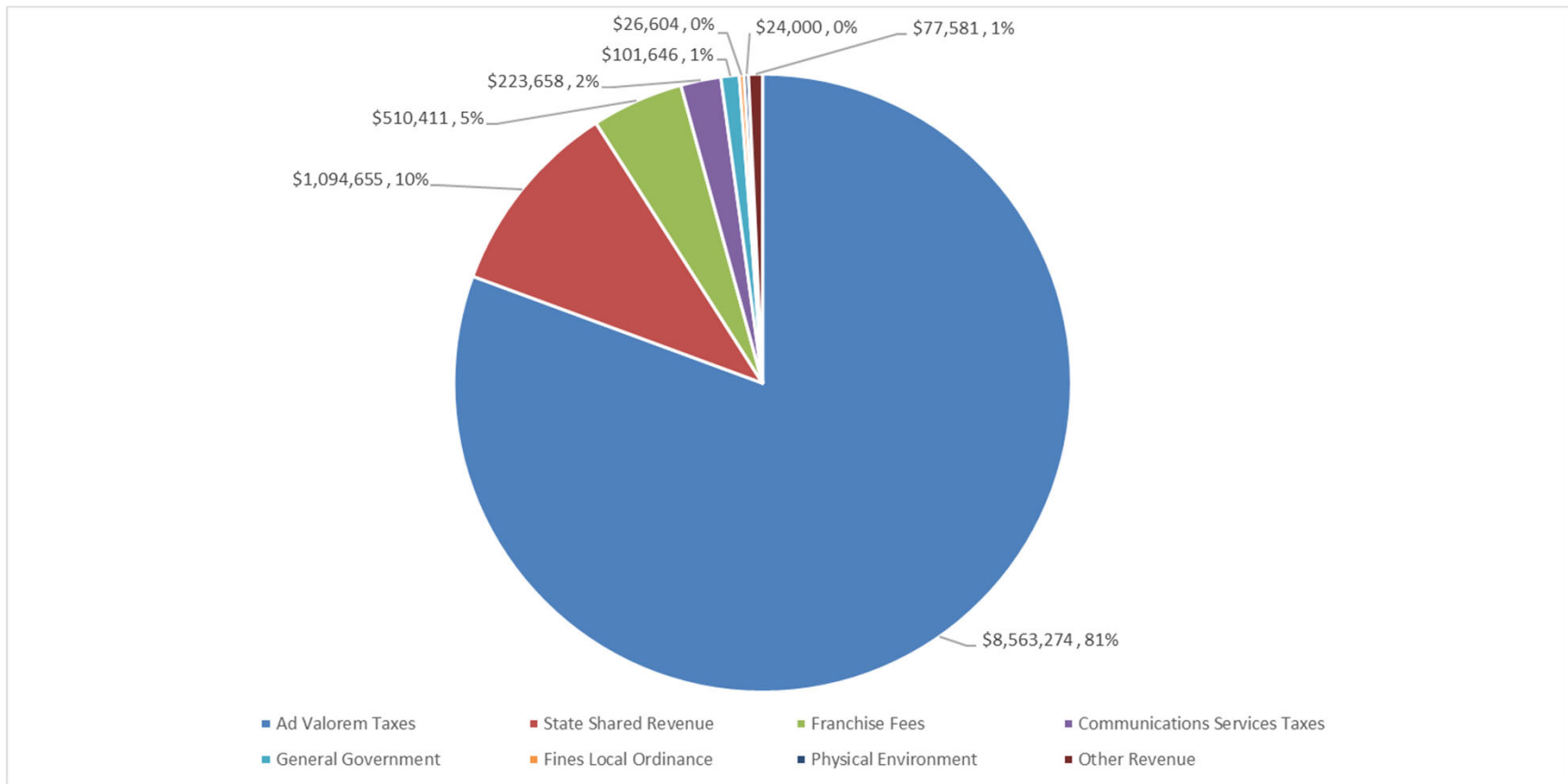
City Manager:	Arleen Hunter
City Attorney:	Derek Rooney
City Clerk:	Debra Filipek
Department Director:	Lisa Roberson

Council Action: Approved \_\_ Denied \_\_ Deferred \_\_ Other \_\_\_\_\_

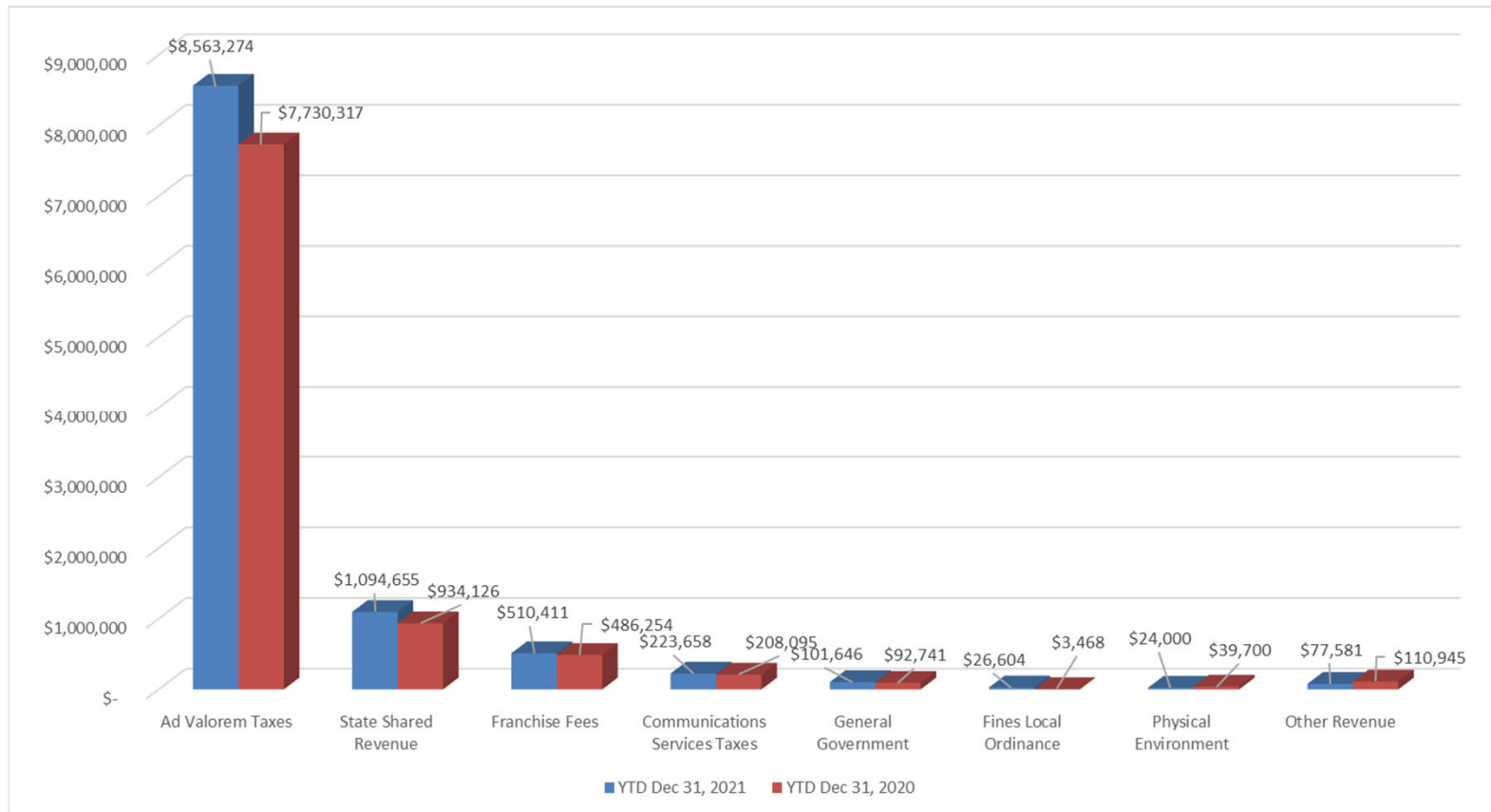
# DECEMBER FINANCIAL REPORT



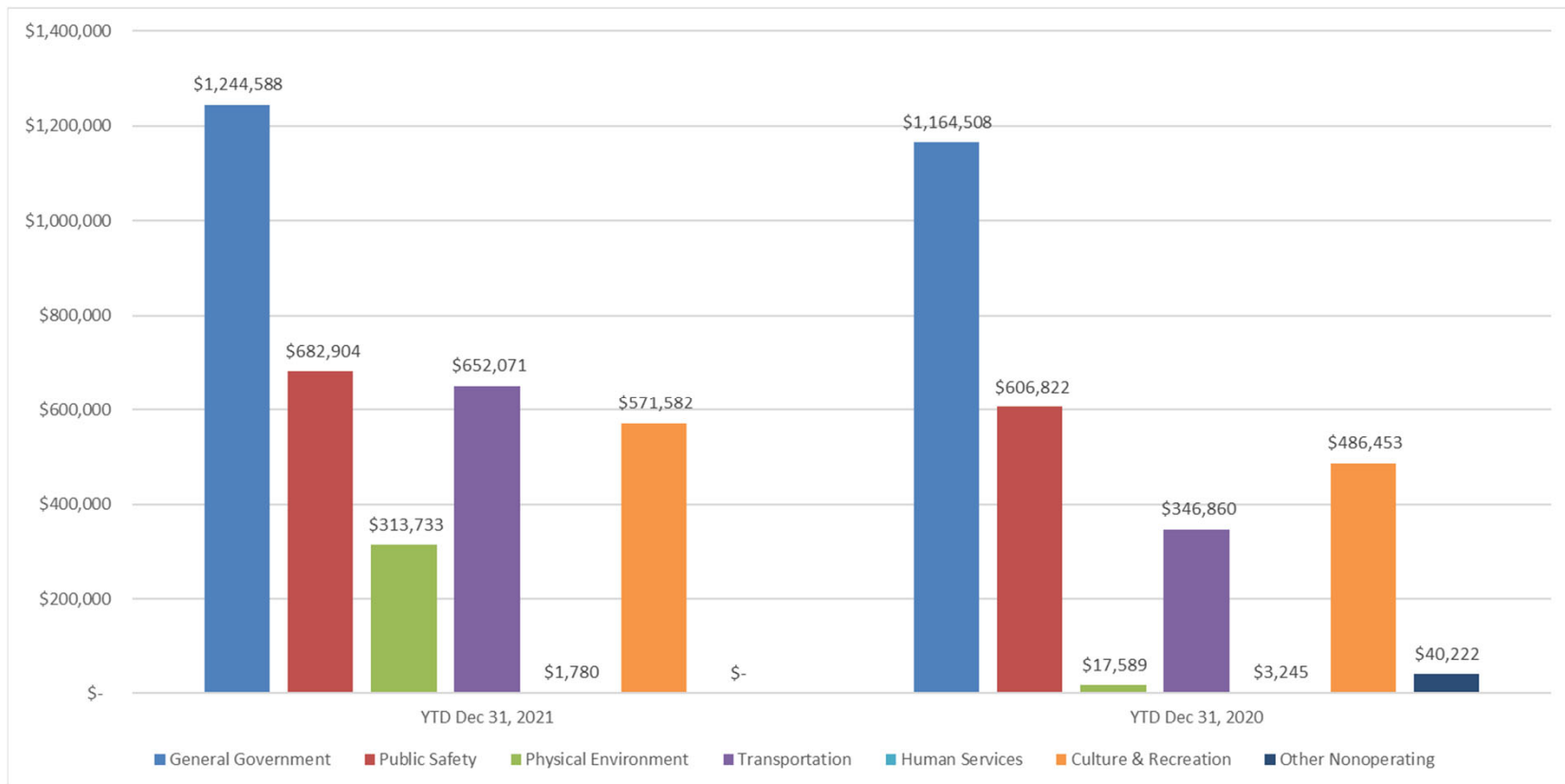
# GENERAL FUND REVENUE AS OF DECEMBER 31, 2021



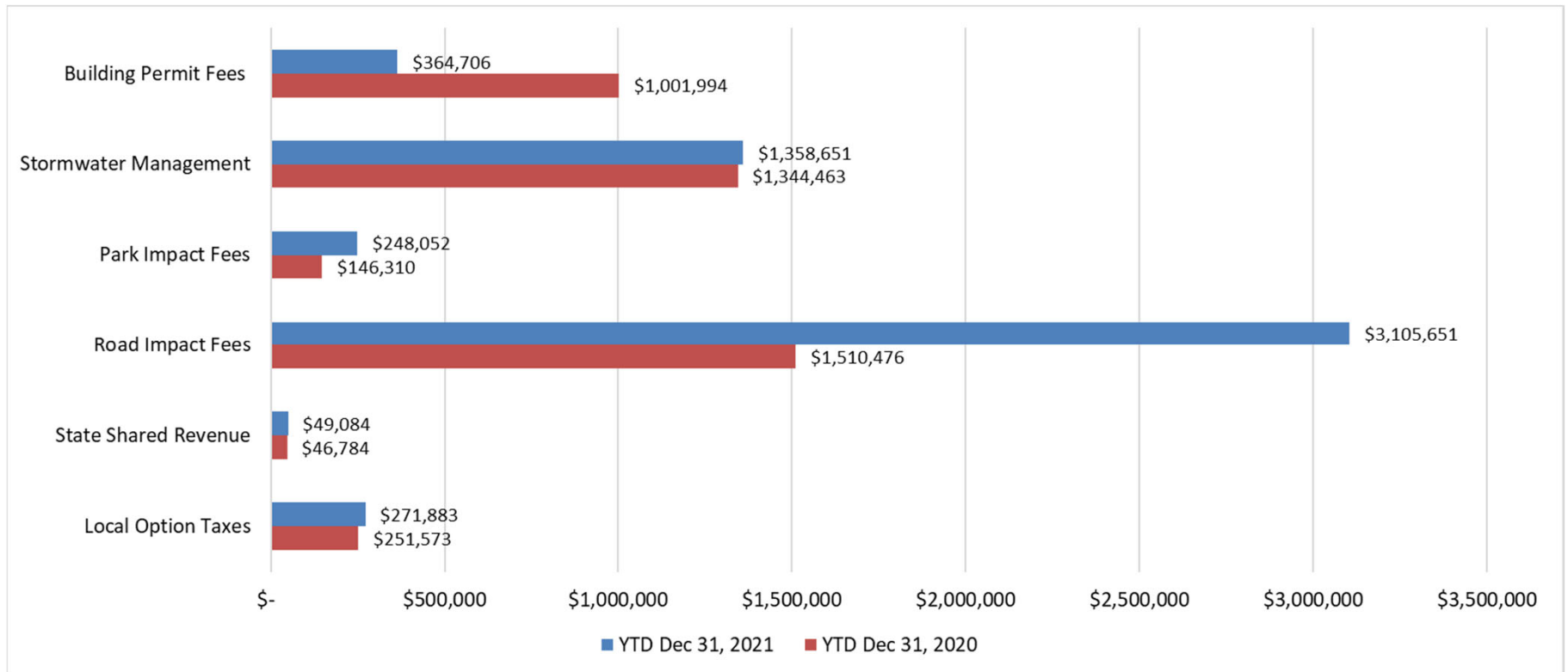
# GENERAL FUND REVENUE



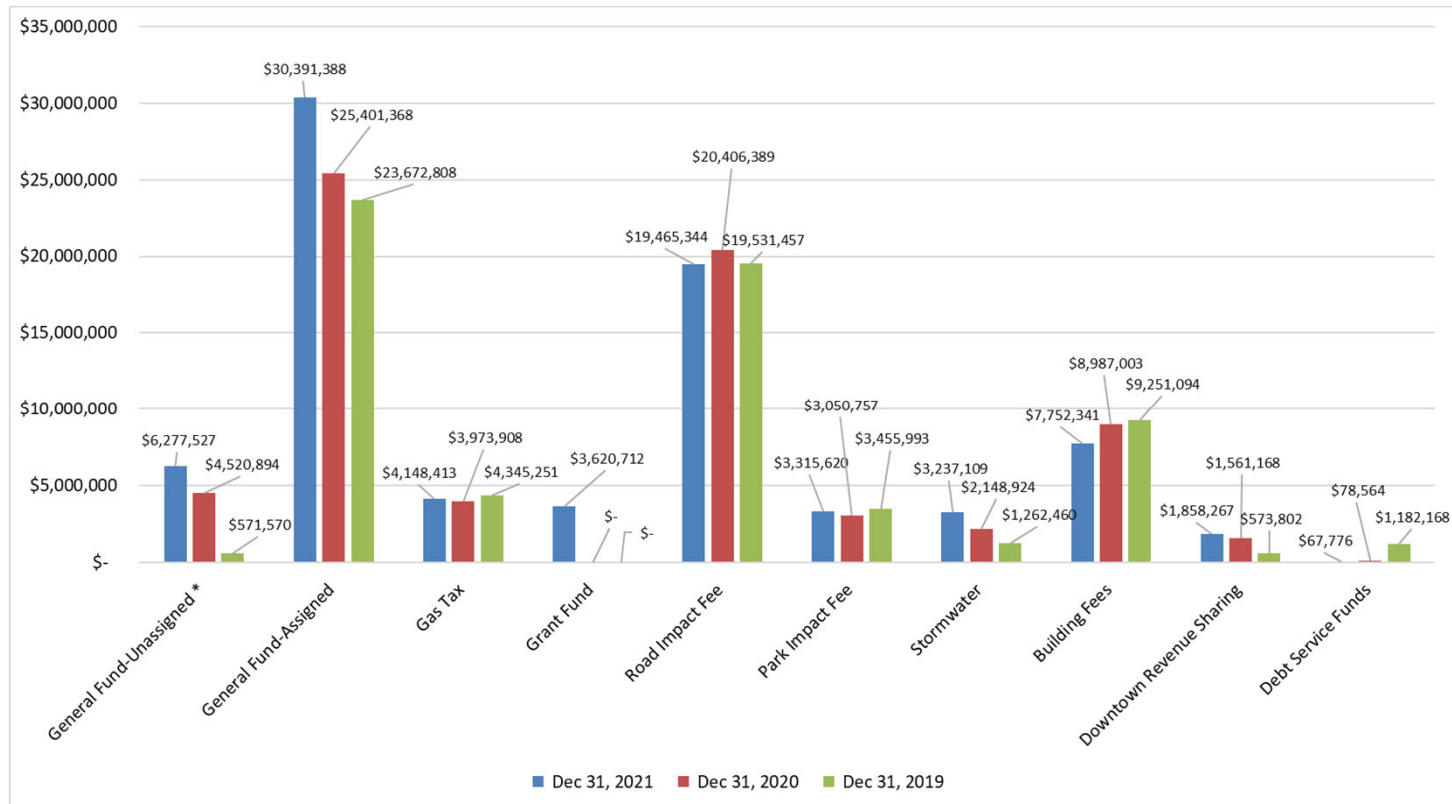
# GENERAL FUND EXPENDITURES



# RESTRICTED REVENUE



# CASH BALANCES



\* General fund unassigned fund balance is calculated at the end of each fiscal year after all audit adjustments are completed.

# HIGHLIGHTS

After two months of revenue collections, we have experienced the following year to date increases over prior year:

- Half-Cent Sales Tax 20%
- State Shared Revenue: Sales Tax 10%, Gas Tax 5%
- Electric Franchise Fees 5%
- Local Option Gas Tax 8%
- Communications Services Taxes 7%

## RECENT NEWS

Recent consumer price index report Jan 2021 to Jan 2022

- US City Average 7.5%
- Southeast Region 7.8%
- Tampa-St. Petersburg-Clearwater 9.6%

\* US bureau of Labor Statistics, Consumer Price Index all items Jan 2022.

# City of Bonita Springs, Florida

## Balance Sheet

as of December 31, 2021

	Special Revenue Funds										Total Governmental Funds
	General Fund	Gas Tax	Grants	Impact Fee Funds		Stormwater Management	Building Fees	Downtown Area Revenue Sharing	Debt Service Funds	Capital Project Fund	
				Road	Park						
<b>ASSETS</b>											
Cash and cash equivalents	\$ 36,668,915	\$ 4,148,413	\$ 3,620,712	\$ 19,465,344	\$ 3,315,620	\$ 3,237,109	\$ 7,752,341	\$ 1,858,267	\$ 67,776	\$ -	\$ 80,134,497
Receivables (net)	401,618	-	-	-	-	-	-	-	-	-	401,618
Due from other govt			886,241								886,241
Due from other funds	1,181,404	-	-	-	-	-	-	-	-	-	1,181,404
<b>Total assets</b>	<b>\$ 38,251,937</b>	<b>\$ 4,148,413</b>	<b>\$ 4,506,953</b>	<b>\$ 19,465,344</b>	<b>\$ 3,315,620</b>	<b>\$ 3,237,109</b>	<b>\$ 7,752,341</b>	<b>\$ 1,858,267</b>	<b>\$ 67,776</b>	<b>\$ -</b>	<b>\$ 82,603,760</b>
<b>LIABILITIES AND FUND BALANCES</b>											
Liabilities:											
Accounts and contracts payable	\$ 130,579	\$ 56,204	\$ 1,244	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 188,027
Accrued liabilities	267,551	-	-	-	-	-	-	-	-	-	267,551
Due to other funds	-	-	1,181,404	-	-	-	-	-	-	-	1,181,404
Due to other governments	27,931	-	-	54,610	-	-	-	-	-	-	82,541
Unearned Revenue	-	-	3,620,712	-	-	-	-	-	-	-	3,620,712
<b>Total liabilities</b>	<b>426,061</b>	<b>56,204</b>	<b>4,803,360</b>	<b>54,610</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,340,235</b>
Total fund balances, beginning of the year	30,986,155	4,397,758	-	21,507,811	3,077,820	2,015,242	7,950,075	487,792	67,776	-	70,490,429
Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	6,839,721	(305,549)	(296,407)	(2,097,077)	237,800	1,221,867	(197,734)	1,370,475	-	-	6,773,096
<b>Fund balances</b>	<b>37,825,876</b>	<b>4,092,209</b>	<b>(296,407)</b>	<b>19,410,734</b>	<b>3,315,620</b>	<b>3,237,109</b>	<b>7,752,341</b>	<b>1,858,267</b>	<b>67,776</b>	<b>-</b>	<b>77,263,525</b>
<b>Total liabilities and fund balances</b>	<b>\$ 38,251,937</b>	<b>\$ 4,148,413</b>	<b>\$ 4,506,953</b>	<b>\$ 19,465,344</b>	<b>\$ 3,315,620</b>	<b>\$ 3,237,109</b>	<b>\$ 7,752,341</b>	<b>\$ 1,858,267</b>	<b>\$ 67,776</b>	<b>\$ -</b>	<b>\$ 82,603,760</b>



# General Fund Budget Report

## Group Summary

For Fiscal: 2021-2022 Period Ending: 12/31/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 00 - General Fund</b>					
<b>Revenue</b>					
311 - Ad Valorem Taxes	9,268,000.00	9,268,000.00	5,394,169.71	8,563,274.28	704,725.72
315 - Communications Services Taxes	1,273,000.00	1,273,000.00	118,442.39	223,657.54	1,049,342.46
316 - Local Business Taxes	30,000.00	30,000.00	1,101.49	3,863.72	26,136.28
323 - Franchise Fees	3,265,000.00	3,265,000.00	244,052.97	510,410.76	2,754,589.24
329 - Other Permits, Fees & Special Assessment	61,300.00	61,300.00	2,475.00	9,645.00	51,655.00
335 - State Shared Revenue	6,446,070.00	6,446,070.00	566,293.09	1,094,654.94	5,351,415.06
341 - General Government	473,900.00	473,900.00	21,396.21	101,646.20	372,253.80
343 - Physical Environment	112,200.00	112,200.00	8,500.00	24,000.00	88,200.00
347 - Culture/Recreation	77,600.00	77,600.00	9,534.24	22,151.38	55,448.62
349 - Other Charges for Services	107,100.00	107,100.00	3,769.49	17,438.58	89,661.42
351 - Judgements, Fines-Traffic	22,400.00	22,400.00	2,297.28	3,895.15	18,504.85
354 - Fines Local Ordinance	80,000.00	80,000.00	10,119.00	26,604.00	53,396.00
361 - Interest & Other Earnings	90,000.00	90,000.00	3,486.16	10,221.72	79,778.28
362 - Rents & Royalties	20,000.00	20,000.00	2,642.00	8,792.50	11,207.50
366 - Contributions	4,000.00	4,000.00	0.00	349.87	3,650.13
369 - Other Misc Revenues	33,000.00	33,000.00	0.00	1,222.77	31,777.23
<b>Revenue Total:</b>	<b>21,363,570.00</b>	<b>21,363,570.00</b>	<b>6,388,279.03</b>	<b>10,621,828.41</b>	<b>10,741,741.59</b>
<b>Expense</b>					
51 - General Government	6,523,375.00	6,523,375.00	561,087.94	1,244,588.33	5,278,786.67
52 - Public Safety	2,835,674.00	2,835,674.00	84,957.94	682,904.01	2,152,769.99
53 - Physical Environment	477,844.00	477,844.00	297,856.89	313,732.66	164,111.34
54 - Transportation	3,127,082.00	3,127,082.00	504,321.04	652,071.47	2,475,010.53
55 - Economic Environment	27,550.00	27,550.00	0.00	0.00	27,550.00
56 - Human Services	194,186.00	194,186.00	890.00	1,780.00	192,406.00
57 - Culture & Recreation	2,552,949.00	2,552,949.00	258,177.60	571,582.43	1,981,366.57
58 - Other Uses/Transfers Out	9,180,290.00	9,506,850.00	11,695.17	315,448.44	9,191,401.56
59 - Other Nonoperating	0.00	0.00	0.00	0.00	0.00
<b>Expense Total:</b>	<b>24,918,950.00</b>	<b>25,245,510.00</b>	<b>1,718,986.58</b>	<b>3,782,107.34</b>	<b>21,463,402.66</b>
<b>Fund: 00 - General Fund Surplus (Deficit):</b>	<b>-3,555,380.00</b>	<b>-3,881,940.00</b>	<b>4,669,292.45</b>	<b>6,839,721.07</b>	<b>-10,721,661.07</b>
<b>Total Surplus (Deficit):</b>	<b>-3,555,380.00</b>	<b>-3,881,940.00</b>	<b>4,669,292.45</b>	<b>6,839,721.07</b>	



# General Fund Department Expenditures Excluding Transfers

City of Bonita Springs, FL

## Group Summary

For Fiscal: 2021-2022 Period Ending: 12/31/2021

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 00 - General Fund</b>					
101 - City Council	461,187.00	461,187.00	41,703.80	102,593.94	358,593.06
102 - Boards & Committees	77,000.00	77,000.00	50.50	50.50	76,949.50
201 - City Manager	565,711.00	565,711.00	64,547.26	138,725.73	426,985.27
211 - Planning & Zoning	1,897,751.00	1,897,751.00	142,177.19	431,654.17	1,466,096.83
220 - Law Enforcement/Security	2,047,554.00	2,047,554.00	5,147.60	511,461.70	1,536,092.30
230 - Neighborhood Services	757,390.00	757,390.00	78,457.42	167,393.47	589,996.53
240 - Information Technologies	217,622.00	217,622.00	12,886.81	45,197.78	172,424.22
250 - Public Works	3,537,926.00	3,537,926.00	802,177.93	961,925.65	2,576,000.35
260 - Emergency Preparedness	30,730.00	30,730.00	1,352.92	4,048.84	26,681.16
270 - Non-Departmental Expenditures	840,189.00	840,189.00	27,263.03	62,016.60	778,172.40
301 - City Attorney	788,962.00	788,962.00	94,259.64	108,465.26	680,496.74
401 - Administrative Services	400,961.00	400,961.00	46,592.98	81,308.36	319,652.64
402 - City Hall	240,080.00	240,080.00	19,807.94	49,106.80	190,973.20
410 - Human Resources	68,400.00	68,400.00	1,564.90	4,492.70	63,907.30
430 - Communications	761,536.00	761,536.00	93,175.86	201,162.72	560,373.28
501 - Finance	766,917.00	766,917.00	62,065.31	133,029.48	633,887.52
601 - Parks & Recreation Administration	666,550.00	666,550.00	71,874.04	145,829.65	520,720.35
602 - Recreation Center	420,736.00	420,736.00	40,205.36	97,707.00	323,029.00
603 - Community Park & Ball Fields	194,326.00	194,326.00	12,526.25	28,006.10	166,319.90
604 - Community Pool	381,063.00	381,063.00	28,692.94	61,657.48	319,405.52
605 - Riverside Park	141,643.00	141,643.00	16,232.49	38,514.78	103,128.22
609 - Formerly Community Hall/Sherriff Substation	14,941.00	14,941.00	504.22	2,753.91	12,187.09
610 - Dog Park	65,650.00	65,650.00	2,355.36	16,278.95	49,371.05
611 - Beach Parks	9,698.00	9,698.00	15.10	51.16	9,646.84
613 - BS Soccer Complex	99,314.00	99,314.00	12,855.70	21,459.96	77,854.04
614 - Kentucky Street Park	4,250.00	4,250.00	0.00	0.00	4,250.00
615 - Liles Hotel	74,532.00	74,532.00	10,405.79	19,653.47	54,878.53
617 - Bonita Nature Place	24,130.00	24,130.00	1,439.03	4,773.69	19,356.31
618 - Windsor Road Preserve	8,125.00	8,125.00	24.34	73.02	8,051.98
620 - Marni Fields	92,166.00	92,166.00	10,524.98	15,967.88	76,198.12
621 - BS River Park	18,990.00	18,990.00	840.40	1,699.58	17,290.42
622 - Cullum's Bonita Trail	14,250.00	14,250.00	4,571.32	7,421.32	6,828.68
623 - Carpenter Lane Canoe & Kayak	1,180.00	1,180.00	38.52	85.68	1,094.32
624 - Leitner Creek Neighborhood Park	5,250.00	5,250.00	954.48	1,973.52	3,276.48
626 - Oak Creek Preserve	6,000.00	6,000.00	0.00	0.00	6,000.00
629 - Oak Creek Kayak Launch	10,450.00	10,450.00	0.00	0.00	10,450.00
631 - Former Library Building	20,000.00	20,000.00	0.00	0.00	20,000.00
883 - Veterans	5,500.00	5,500.00	0.00	88.48	5,411.52
885 - Donate a Bench	0.00	0.00	0.00	29.57	-29.57
<b>Fund: 00 - General Fund Total:</b>	<b>15,738,660.00</b>	<b>15,738,660.00</b>	<b>1,707,291.41</b>	<b>3,466,658.90</b>	<b>12,272,001.10</b>
<b>Total Surplus (Deficit):</b>	<b>-15,738,660.00</b>	<b>-15,738,660.00</b>	<b>-1,707,291.41</b>	<b>-3,466,658.90</b>	



# Special Revenue Funds Budget Report

## Group Summary

For Fiscal: 2021-2022 Period Ending: 12/31/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 10 - Gas Tax Fund</b>					
<b>Revenue</b>					
312 - Local Option Taxes	1,652,850.00	1,652,850.00	140,069.79	271,883.03	1,380,966.97
335 - State Shared Revenue	370,000.00	370,000.00	24,541.87	49,083.74	320,916.26
361 - Interest & Other Earnings	11,000.00	11,000.00	510.00	1,514.00	9,486.00
<b>Revenue Total:</b>	<b>2,033,850.00</b>	<b>2,033,850.00</b>	<b>165,121.66</b>	<b>322,480.77</b>	<b>1,711,369.23</b>
<b>Expense</b>					
54 - Transportation	1,198,268.00	1,198,268.00	161,791.43	208,280.01	989,987.99
58 - Other Uses/Transfers Out	1,841,600.00	1,841,600.00	455,794.00	419,749.50	1,421,850.50
<b>Expense Total:</b>	<b>3,039,868.00</b>	<b>3,039,868.00</b>	<b>617,585.43</b>	<b>628,029.51</b>	<b>2,411,838.49</b>
<b>Fund: 10 - Gas Tax Fund Surplus (Deficit):</b>	<b>-1,006,018.00</b>	<b>-1,006,018.00</b>	<b>-452,463.77</b>	<b>-305,548.74</b>	<b>-700,469.26</b>
<b>Fund: 13 - Grant Fund</b>					
<b>Revenue</b>					
331 - Federal Grants	300,000.00	300,000.00	19,868.50	19,868.50	280,131.50
332 - Other Financial Assistance-Federal Source	250,000.00	250,000.00	0.00	0.00	250,000.00
334 - State Grants	2,978,200.00	2,978,200.00	11,185.56	11,185.56	2,967,014.44
337 - Local Gvmt Grants	40,000.00	40,000.00	0.00	0.00	40,000.00
381 - Transfers In	40,000.00	40,000.00	2,720.00	2,720.00	37,280.00
<b>Revenue Total:</b>	<b>3,608,200.00</b>	<b>3,608,200.00</b>	<b>33,774.06</b>	<b>33,774.06</b>	<b>3,574,425.94</b>
<b>Expense</b>					
52 - Public Safety	80,000.00	80,000.00	2,720.00	5,440.00	74,560.00
58 - Other Uses/Transfers Out	3,528,200.00	3,528,200.00	318,346.13	324,741.18	3,203,458.82
<b>Expense Total:</b>	<b>3,608,200.00</b>	<b>3,608,200.00</b>	<b>321,066.13</b>	<b>330,181.18</b>	<b>3,278,018.82</b>
<b>Fund: 13 - Grant Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-287,292.07</b>	<b>-296,407.12</b>	<b>296,407.12</b>
<b>Fund: 14 - Road Impact Fee Fund</b>					
<b>Revenue</b>					
324 - Impact Fees	3,502,000.00	3,502,000.00	212,458.00	3,105,651.03	396,348.97
361 - Interest & Other Earnings	50,000.00	50,000.00	2,828.00	8,391.00	41,609.00
<b>Revenue Total:</b>	<b>3,552,000.00</b>	<b>3,552,000.00</b>	<b>215,286.00</b>	<b>3,114,042.03</b>	<b>437,957.97</b>
<b>Expense</b>					
58 - Other Uses/Transfers Out	8,462,810.00	8,462,810.00	3,063,181.10	5,211,118.77	3,251,691.23
<b>Expense Total:</b>	<b>8,462,810.00</b>	<b>8,462,810.00</b>	<b>3,063,181.10</b>	<b>5,211,118.77</b>	<b>3,251,691.23</b>
<b>Fund: 14 - Road Impact Fee Fund Surplus (Deficit):</b>	<b>-4,910,810.00</b>	<b>-4,910,810.00</b>	<b>-2,847,895.10</b>	<b>-2,097,076.74</b>	<b>-2,813,733.26</b>
<b>Fund: 16 - Park Impact Fee Fund</b>					
<b>Revenue</b>					
324 - Impact Fees	252,700.00	252,700.00	15,552.00	248,052.00	4,648.00
361 - Interest & Other Earnings	10,000.00	10,000.00	394.00	1,169.00	8,831.00
<b>Revenue Total:</b>	<b>262,700.00</b>	<b>262,700.00</b>	<b>15,946.00</b>	<b>249,221.00</b>	<b>13,479.00</b>
<b>Expense</b>					
58 - Other Uses/Transfers Out	1,250,000.00	1,250,000.00	5,278.50	11,421.25	1,238,578.75
<b>Expense Total:</b>	<b>1,250,000.00</b>	<b>1,250,000.00</b>	<b>5,278.50</b>	<b>11,421.25</b>	<b>1,238,578.75</b>
<b>Fund: 16 - Park Impact Fee Fund Surplus (Deficit):</b>	<b>-987,300.00</b>	<b>-987,300.00</b>	<b>10,667.50</b>	<b>237,799.75</b>	<b>-1,225,099.75</b>
<b>Fund: 18 - Stormwater Management</b>					
<b>Revenue</b>					
325 - Special Assessments - Charges for Public Services	1,008,100.00	1,008,100.00	928,609.60	1,358,650.75	-350,550.75
361 - Interest & Other Earnings	3,000.00	3,000.00	127.00	377.00	2,623.00
<b>Revenue Total:</b>	<b>1,011,100.00</b>	<b>1,011,100.00</b>	<b>928,736.60</b>	<b>1,359,027.75</b>	<b>-347,927.75</b>
<b>Expense</b>					
53 - Physical Environment	520,380.00	520,380.00	81,746.62	137,160.52	383,219.48

Special Revenue Funds Budget Report

For Fiscal: 2021-2022 Period Ending: 12/31/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense Total:</b>	<b>520,380.00</b>	<b>520,380.00</b>	<b>81,746.62</b>	<b>137,160.52</b>	<b>383,219.48</b>
<b>Fund: 18 - Stormwater Management Surplus (Deficit):</b>	<b>490,720.00</b>	<b>490,720.00</b>	<b>846,989.98</b>	<b>1,221,867.23</b>	<b>-731,147.23</b>
<b>Fund: 19 - Building Fees Fund</b>					
<b>Revenue</b>					
322 - Building Permits	1,607,000.00	1,607,000.00	78,319.78	364,705.90	1,242,294.10
329 - Other Permits, Fees & Special Assessment	0.00	0.00	157,257.00	157,257.00	-157,257.00
361 - Interest & Other Earnings	30,000.00	30,000.00	1,121.00	3,343.00	26,657.00
<b>Revenue Total:</b>	<b>1,637,000.00</b>	<b>1,637,000.00</b>	<b>236,697.78</b>	<b>525,305.90</b>	<b>1,111,694.10</b>
<b>Expense</b>					
52 - Public Safety	3,034,220.00	3,034,220.00	231,803.83	695,052.14	2,339,167.86
58 - Other Uses/Transfers Out	0.00	0.00	14,388.00	27,988.00	-27,988.00
<b>Expense Total:</b>	<b>3,034,220.00</b>	<b>3,034,220.00</b>	<b>246,191.83</b>	<b>723,040.14</b>	<b>2,311,179.86</b>
<b>Fund: 19 - Building Fees Fund Surplus (Deficit):</b>	<b>-1,397,220.00</b>	<b>-1,397,220.00</b>	<b>-9,494.05</b>	<b>-197,734.24</b>	<b>-1,199,485.76</b>
<b>Fund: 23 - Downtown Area Revenue Sharing</b>					
<b>Revenue</b>					
311 - Ad Valorem Taxes	542,000.00	542,000.00	0.00	0.00	542,000.00
337 - Local Gvmt Grants	1,362,600.00	1,362,600.00	1,370,475.00	1,370,475.00	-7,875.00
<b>Revenue Total:</b>	<b>1,904,600.00</b>	<b>1,904,600.00</b>	<b>1,370,475.00</b>	<b>1,370,475.00</b>	<b>534,125.00</b>
<b>Expense</b>					
58 - Other Uses/Transfers Out	1,073,570.00	1,073,570.00	0.00	0.00	1,073,570.00
<b>Expense Total:</b>	<b>1,073,570.00</b>	<b>1,073,570.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,073,570.00</b>
<b>Fund: 23 - Downtown Area Revenue Sharing Surplus (Deficit):</b>	<b>831,030.00</b>	<b>831,030.00</b>	<b>1,370,475.00</b>	<b>1,370,475.00</b>	<b>-539,445.00</b>
<b>Total Surplus (Deficit):</b>	<b>-6,979,598.00</b>	<b>-6,979,598.00</b>	<b>-1,369,012.51</b>	<b>-66,624.86</b>	



City of Bonita Springs, FL

# Debt Service Funds Budget Report

## Group Summary

For Fiscal: 2021-2022 Period Ending: 12/31/2021

ExpFinStmntLinItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 20 - 2011 Debt Fund</b>					
<b>Revenue</b>					
381 - Transfers In	2,487,350.00	2,487,350.00	-2.00	2,556,945.45	-69,595.45
<b>Revenue Total:</b>	<b>2,487,350.00</b>	<b>2,487,350.00</b>	<b>-2.00</b>	<b>2,556,945.45</b>	<b>-69,595.45</b>
<b>Expense</b>					
51 - General Government	2,556,950.00	2,556,950.00	0.00	2,556,945.45	4.55
<b>Expense Total:</b>	<b>2,556,950.00</b>	<b>2,556,950.00</b>	<b>0.00</b>	<b>2,556,945.45</b>	<b>4.55</b>
<b>Fund: 20 - 2011 Debt Fund Surplus (Deficit):</b>	<b>-69,600.00</b>	<b>-69,600.00</b>	<b>-2.00</b>	<b>0.00</b>	<b>-69,600.00</b>
<b>Fund: 21 - 2014 Debt Fund</b>					
<b>Revenue</b>					
381 - Transfers In	1,073,570.00	1,073,570.00	0.00	0.00	1,073,570.00
<b>Revenue Total:</b>	<b>1,073,570.00</b>	<b>1,073,570.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,073,570.00</b>
<b>Expense</b>					
51 - General Government	1,073,570.00	1,073,570.00	0.00	0.00	1,073,570.00
<b>Expense Total:</b>	<b>1,073,570.00</b>	<b>1,073,570.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,073,570.00</b>
<b>Fund: 21 - 2014 Debt Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 22 - 2020 Debt Fund</b>					
<b>Revenue</b>					
381 - Transfers In	125,000.00	125,000.00	0.00	0.00	125,000.00
<b>Revenue Total:</b>	<b>125,000.00</b>	<b>125,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>125,000.00</b>
<b>Expense</b>					
51 - General Government	125,000.00	125,000.00	0.00	0.00	125,000.00
<b>Expense Total:</b>	<b>125,000.00</b>	<b>125,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>125,000.00</b>
<b>Fund: 22 - 2020 Debt Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Surplus (Deficit):</b>	<b>-69,600.00</b>	<b>-69,600.00</b>	<b>-2.00</b>	<b>0.00</b>	



City of Bonita Springs, FL

# Capital Project Funds Budget Report

## Group Summary

For Fiscal: 2021-2022 Period Ending: 12/31/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 30 - Cap Projects Fund</b>					
<b>Revenue</b>					
366 - Contributions	0.00	0.00	0.00	0.00	0.00
369 - Other Misc Revenues	0.00	0.00	0.00	0.00	0.00
381 - Transfers In	20,410,550.00	20,737,110.00	3,853,198.90	3,707,998.19	17,029,111.81
384 - Debt Proceeds	0.00	0.00	0.00	0.00	0.00
<b>Revenue Total:</b>	<b>20,410,550.00</b>	<b>20,737,110.00</b>	<b>3,853,198.90</b>	<b>3,707,998.19</b>	<b>17,029,111.81</b>
<b>Expense</b>					
51 - General Government	1,640,000.00	1,966,560.00	-7,167.95	-41,228.91	2,007,788.91
53 - Physical Environment	6,246,980.00	6,246,980.00	329,104.25	265,023.21	5,981,956.79
54 - Transportation	10,484,500.00	10,484,500.00	3,519,727.60	3,460,448.39	7,024,051.61
57 - Culture & Recreation	2,039,070.00	2,039,070.00	11,535.00	23,755.50	2,015,314.50
58 - Other Uses/Transfers Out	0.00	0.00	0.00	0.00	0.00
<b>Expense Total:</b>	<b>20,410,550.00</b>	<b>20,737,110.00</b>	<b>3,853,198.90</b>	<b>3,707,998.19</b>	<b>17,029,111.81</b>
<b>Fund: 30 - Cap Projects Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 31 - Other Capital Projects Fund</b>					
<b>Revenue</b>					
366 - Contributions	0.00	0.00	0.00	0.00	0.00
381 - Transfers In	1,200,000.00	1,200,000.00	12,766.00	42,803.50	1,157,196.50
<b>Revenue Total:</b>	<b>1,200,000.00</b>	<b>1,200,000.00</b>	<b>12,766.00</b>	<b>42,803.50</b>	<b>1,157,196.50</b>
<b>Expense</b>					
53 - Physical Environment	0.00	0.00	0.00	0.00	0.00
55 - Economic Environment	0.00	0.00	12,000.00	37,991.00	-37,991.00
57 - Culture & Recreation	1,200,000.00	1,200,000.00	766.00	4,812.50	1,195,187.50
<b>Expense Total:</b>	<b>1,200,000.00</b>	<b>1,200,000.00</b>	<b>12,766.00</b>	<b>42,803.50</b>	<b>1,157,196.50</b>
<b>Fund: 31 - Other Capital Projects Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# November Monthly Financial Report

**City of Bonita Springs, Florida**

**Balance Sheet**

as of November 30, 2021

	<b>Special Revenue Funds</b>										<b>Total Governmental Funds</b>
	<b>General Fund</b>	<b>Gas Tax</b>	<b>Grants</b>	<b>Impact Fee Funds</b>		<b>Stormwater Management</b>	<b>Building Fees</b>	<b>Downtown Area Revenue Sharing</b>	<b>Debt Service Funds</b>	<b>Capital Project Fund</b>	
				<b>Road</b>	<b>Park</b>						
<b>ASSETS</b>											
Cash and cash equivalents	\$ 32,184,269	\$ 4,544,842	\$ 3,620,712	\$ 22,443,696	\$ 3,304,952	\$ 2,390,119	\$ 7,761,835	\$ 487,792	\$ 67,778	\$ -	\$ 76,805,995
Receivables (net)	451,427	-	-	-	-	-	-	-	-	-	451,427
Due from other govt	-	-	911,970	-	-	-	-	-	-	-	911,970
Due from other funds	921,086	-	-	-	-	-	-	-	-	-	921,086
<b>Total assets</b>	<b>\$ 33,556,782</b>	<b>\$ 4,544,842</b>	<b>\$ 4,532,682</b>	<b>\$ 22,443,696</b>	<b>\$ 3,304,952</b>	<b>\$ 2,390,119</b>	<b>\$ 7,761,835</b>	<b>\$ 487,792</b>	<b>\$ 67,778</b>	<b>\$ -</b>	<b>\$ 79,090,478</b>
<b>LIABILITIES AND FUND BALANCES</b>											
Liabilities:											
Accounts and contracts payable	\$ 96,040	\$ 169	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,209
Accrued liabilities	275,492	-	-	-	-	-	-	-	-	-	275,492
Due to other funds	-	-	921,086	-	-	-	-	-	-	-	921,086
Due to other governments	28,666	-	-	185,067	-	-	-	-	-	-	213,733
Unearned Revenue	-	-	3,620,712	-	-	-	-	-	-	-	3,620,712
<b>Total liabilities</b>	<b>400,198</b>	<b>169</b>	<b>4,541,798</b>	<b>185,067</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,127,232</b>
Total fund balances, beginning of the year	30,986,155	4,397,758	-	21,507,811	3,077,820	2,015,242	7,950,075	487,792	67,776	-	70,490,429
Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	2,170,429	146,915	(9,116)	750,818	227,132	374,877	(188,240)	-	2	-	3,472,817
<b>Fund balances</b>	<b>33,156,584</b>	<b>4,544,673</b>	<b>(9,116)</b>	<b>22,258,629</b>	<b>3,304,952</b>	<b>2,390,119</b>	<b>7,761,835</b>	<b>487,792</b>	<b>67,778</b>	<b>-</b>	<b>73,963,246</b>
<b>Total liabilities and fund balances</b>	<b>\$ 33,556,782</b>	<b>\$ 4,544,842</b>	<b>\$ 4,532,682</b>	<b>\$ 22,443,696</b>	<b>\$ 3,304,952</b>	<b>\$ 2,390,119</b>	<b>\$ 7,761,835</b>	<b>\$ 487,792</b>	<b>\$ 67,778</b>	<b>\$ -</b>	<b>\$ 79,090,478</b>



# General Fund Budget Report

## Group Summary

For Fiscal: 2021-2022 Period Ending: 11/30/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 00 - General Fund</b>					
<b>Revenue</b>					
311 - Ad Valorem Taxes	9,268,000.00	9,268,000.00	3,168,872.19	3,169,104.57	6,098,895.43
315 - Communications Services Taxes	1,273,000.00	1,273,000.00	105,215.15	105,215.15	1,167,784.85
316 - Local Business Taxes	30,000.00	30,000.00	2,762.23	2,762.23	27,237.77
323 - Franchise Fees	3,265,000.00	3,265,000.00	346,357.79	266,357.79	2,998,642.21
329 - Other Permits, Fees & Special Assessment	61,300.00	61,300.00	2,610.00	7,170.00	54,130.00
335 - State Shared Revenue	6,446,070.00	6,446,070.00	527,691.90	528,361.85	5,917,708.15
341 - General Government	473,900.00	473,900.00	45,414.88	80,249.99	393,650.01
343 - Physical Environment	112,200.00	112,200.00	9,100.00	15,500.00	96,700.00
347 - Culture/Recreation	77,600.00	77,600.00	6,656.21	12,617.14	64,982.86
349 - Other Charges for Services	107,100.00	107,100.00	3,579.61	13,669.09	93,430.91
351 - Judgements, Fines-Traffic	22,400.00	22,400.00	1,597.87	1,597.87	20,802.13
354 - Fines Local Ordinance	80,000.00	80,000.00	16,310.00	16,485.00	63,515.00
361 - Interest & Other Earnings	90,000.00	90,000.00	3,393.16	6,735.56	83,264.44
362 - Rents & Royalties	20,000.00	20,000.00	2,600.50	6,150.50	13,849.50
366 - Contributions	4,000.00	4,000.00	189.87	349.87	3,650.13
369 - Other Misc Revenues	33,000.00	33,000.00	30.00	1,222.77	31,777.23
<b>Revenue Total:</b>	<b>21,363,570.00</b>	<b>21,363,570.00</b>	<b>4,242,381.36</b>	<b>4,233,549.38</b>	<b>17,130,020.62</b>
<b>Expense</b>					
51 - General Government	6,523,375.00	6,523,375.00	329,099.34	683,500.39	5,839,874.61
52 - Public Safety	2,835,674.00	2,835,674.00	61,419.13	597,946.07	2,237,727.93
53 - Physical Environment	477,844.00	477,844.00	15,875.77	15,875.77	461,968.23
54 - Transportation	3,127,082.00	3,127,082.00	79,470.97	147,750.43	2,979,331.57
55 - Economic Environment	27,550.00	27,550.00	0.00	0.00	27,550.00
56 - Human Services	194,186.00	194,186.00	890.00	890.00	193,296.00
57 - Culture & Recreation	2,552,949.00	2,552,949.00	178,891.53	313,404.83	2,239,544.17
58 - Other Uses/Transfers Out	9,180,290.00	9,506,850.00	-105,914.55	303,753.27	9,203,096.73
59 - Other Nonoperating	0.00	0.00	0.00	0.00	0.00
<b>Expense Total:</b>	<b>24,918,950.00</b>	<b>25,245,510.00</b>	<b>559,732.19</b>	<b>2,063,120.76</b>	<b>23,182,389.24</b>
<b>Fund: 00 - General Fund Surplus (Deficit):</b>	<b>-3,555,380.00</b>	<b>-3,881,940.00</b>	<b>3,682,649.17</b>	<b>2,170,428.62</b>	<b>-6,052,368.62</b>
<b>Total Surplus (Deficit):</b>	<b>-3,555,380.00</b>	<b>-3,881,940.00</b>	<b>3,682,649.17</b>	<b>2,170,428.62</b>	



# General Fund Department Expenditures Excluding Transfers

City of Bonita Springs, FL

## Group Summary

For Fiscal: 2021-2022 Period Ending: 11/30/2021

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 00 - General Fund</b>					
101 - City Council	461,187.00	461,187.00	25,056.47	60,890.14	400,296.86
102 - Boards & Committees	77,000.00	77,000.00	0.00	0.00	77,000.00
201 - City Manager	565,711.00	565,711.00	39,409.09	74,178.47	491,532.53
211 - Planning & Zoning	1,897,751.00	1,897,751.00	145,434.76	289,476.98	1,608,274.02
220 - Law Enforcement/Security	2,047,554.00	2,047,554.00	3,500.80	506,314.10	1,541,239.90
230 - Neighborhood Services	757,390.00	757,390.00	56,478.60	88,936.05	668,453.95
240 - Information Technologies	217,622.00	217,622.00	18,003.80	32,310.97	185,311.03
250 - Public Works	3,537,926.00	3,537,926.00	91,468.26	159,747.72	3,378,178.28
260 - Emergency Preparedness	30,730.00	30,730.00	1,439.73	2,695.92	28,034.08
270 - Non-Departmental Expenditures	840,189.00	840,189.00	8,896.01	34,753.57	805,435.43
301 - City Attorney	788,962.00	788,962.00	8,834.71	14,205.62	774,756.38
401 - Administrative Services	400,961.00	400,961.00	21,823.72	34,715.38	366,245.62
402 - City Hall	240,080.00	240,080.00	11,584.54	29,298.86	210,781.14
410 - Human Resources	68,400.00	68,400.00	1,419.90	2,927.80	65,472.20
430 - Communications	761,536.00	761,536.00	79,292.25	107,986.86	653,549.14
501 - Finance	766,917.00	766,917.00	28,377.41	70,964.17	695,952.83
601 - Parks & Recreation Administration	666,550.00	666,550.00	40,543.08	73,955.61	592,594.39
602 - Recreation Center	420,736.00	420,736.00	28,999.24	57,501.64	363,234.36
603 - Community Park & Ball Fields	194,326.00	194,326.00	6,821.43	15,479.85	178,846.15
604 - Community Pool	381,063.00	381,063.00	17,812.47	32,964.54	348,098.46
605 - Riverside Park	141,643.00	141,643.00	11,816.62	22,282.29	119,360.71
609 - Formerly Community Hall/Sherriff Substation	14,941.00	14,941.00	1,738.85	2,249.69	12,691.31
610 - Dog Park	65,650.00	65,650.00	2,626.10	13,923.59	51,726.41
611 - Beach Parks	9,698.00	9,698.00	18.03	36.06	9,661.94
613 - BS Soccer Complex	99,314.00	99,314.00	3,466.04	8,604.26	90,709.74
614 - Kentucky Street Park	4,250.00	4,250.00	0.00	0.00	4,250.00
615 - Liles Hotel	74,532.00	74,532.00	4,304.52	9,247.68	65,284.32
617 - Bonita Nature Place	24,130.00	24,130.00	1,298.77	3,334.66	20,795.34
618 - Windsor Road Preserve	8,125.00	8,125.00	24.34	48.68	8,076.32
620 - Marni Fields	92,166.00	92,166.00	1,774.67	5,442.90	86,723.10
621 - BS River Park	18,990.00	18,990.00	341.28	859.18	18,130.82
622 - Cullum's Bonita Trail	14,250.00	14,250.00	2,850.00	2,850.00	11,400.00
623 - Carpenter Lane Canoe & Kayak	1,180.00	1,180.00	8.64	47.16	1,132.84
624 - Leitner Creek Neighborhood Park	5,250.00	5,250.00	64.56	1,019.04	4,230.96
626 - Oak Creek Preserve	6,000.00	6,000.00	0.00	0.00	6,000.00
629 - Oak Creek Kayak Launch	10,450.00	10,450.00	0.00	0.00	10,450.00
631 - Former Library Building	20,000.00	20,000.00	0.00	0.00	20,000.00
883 - Veterans	5,500.00	5,500.00	88.48	88.48	5,411.52
885 - Donate a Bench	0.00	0.00	29.57	29.57	-29.57
<b>Fund: 00 - General Fund Total:</b>	<b>15,738,660.00</b>	<b>15,738,660.00</b>	<b>665,646.74</b>	<b>1,759,367.49</b>	<b>13,979,292.51</b>
<b>Total Surplus (Deficit):</b>	<b>-15,738,660.00</b>	<b>-15,738,660.00</b>	<b>-665,646.74</b>	<b>-1,759,367.49</b>	



# Special Revenue Funds Budget Report

## Group Summary

For Fiscal: 2021-2022 Period Ending: 11/30/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 10 - Gas Tax Fund</b>					
<b>Revenue</b>					
312 - Local Option Taxes	1,652,850.00	1,652,850.00	131,813.24	131,813.24	1,521,036.76
335 - State Shared Revenue	370,000.00	370,000.00	24,541.87	24,541.87	345,458.13
361 - Interest & Other Earnings	11,000.00	11,000.00	494.00	1,004.00	9,996.00
<b>Revenue Total:</b>	<b>2,033,850.00</b>	<b>2,033,850.00</b>	<b>156,849.11</b>	<b>157,359.11</b>	<b>1,876,490.89</b>
<b>Expense</b>					
54 - Transportation	1,198,268.00	1,198,268.00	7,327.62	46,488.58	1,151,779.42
58 - Other Uses/Transfers Out	1,841,600.00	1,841,600.00	-36,044.50	-36,044.50	1,877,644.50
<b>Expense Total:</b>	<b>3,039,868.00</b>	<b>3,039,868.00</b>	<b>-28,716.88</b>	<b>10,444.08</b>	<b>3,029,423.92</b>
<b>Fund: 10 - Gas Tax Fund Surplus (Deficit):</b>	<b>-1,006,018.00</b>	<b>-1,006,018.00</b>	<b>185,565.99</b>	<b>146,915.03</b>	<b>-1,152,933.03</b>
<b>Fund: 13 - Grant Fund</b>					
<b>Revenue</b>					
331 - Federal Grants	300,000.00	300,000.00	0.00	0.00	300,000.00
332 - Other Financial Assistance-Federal Source	250,000.00	250,000.00	0.00	0.00	250,000.00
334 - State Grants	2,978,200.00	2,978,200.00	0.00	0.00	2,978,200.00
337 - Local Gvmt Grants	40,000.00	40,000.00	0.00	0.00	40,000.00
381 - Transfers In	40,000.00	40,000.00	0.00	0.00	40,000.00
<b>Revenue Total:</b>	<b>3,608,200.00</b>	<b>3,608,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,608,200.00</b>
<b>Expense</b>					
52 - Public Safety	80,000.00	80,000.00	2,720.00	2,720.00	77,280.00
58 - Other Uses/Transfers Out	3,528,200.00	3,528,200.00	4,085.05	6,395.05	3,521,804.95
<b>Expense Total:</b>	<b>3,608,200.00</b>	<b>3,608,200.00</b>	<b>6,805.05</b>	<b>9,115.05</b>	<b>3,599,084.95</b>
<b>Fund: 13 - Grant Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-6,805.05</b>	<b>-9,115.05</b>	<b>9,115.05</b>
<b>Fund: 14 - Road Impact Fee Fund</b>					
<b>Revenue</b>					
324 - Impact Fees	3,502,000.00	3,502,000.00	822,679.96	2,893,193.03	608,806.97
361 - Interest & Other Earnings	50,000.00	50,000.00	2,736.00	5,563.00	44,437.00
<b>Revenue Total:</b>	<b>3,552,000.00</b>	<b>3,552,000.00</b>	<b>825,415.96</b>	<b>2,898,756.03</b>	<b>653,243.97</b>
<b>Expense</b>					
58 - Other Uses/Transfers Out	8,462,810.00	8,462,810.00	-25,465.96	2,147,937.67	6,314,872.33
<b>Expense Total:</b>	<b>8,462,810.00</b>	<b>8,462,810.00</b>	<b>-25,465.96</b>	<b>2,147,937.67</b>	<b>6,314,872.33</b>
<b>Fund: 14 - Road Impact Fee Fund Surplus (Deficit):</b>	<b>-4,910,810.00</b>	<b>-4,910,810.00</b>	<b>850,881.92</b>	<b>750,818.36</b>	<b>-5,661,628.36</b>
<b>Fund: 16 - Park Impact Fee Fund</b>					
<b>Revenue</b>					
324 - Impact Fees	252,700.00	252,700.00	64,548.00	232,500.00	20,200.00
361 - Interest & Other Earnings	10,000.00	10,000.00	381.00	775.00	9,225.00
<b>Revenue Total:</b>	<b>262,700.00</b>	<b>262,700.00</b>	<b>64,929.00</b>	<b>233,275.00</b>	<b>29,425.00</b>
<b>Expense</b>					
58 - Other Uses/Transfers Out	1,250,000.00	1,250,000.00	6,142.75	6,142.75	1,243,857.25
<b>Expense Total:</b>	<b>1,250,000.00</b>	<b>1,250,000.00</b>	<b>6,142.75</b>	<b>6,142.75</b>	<b>1,243,857.25</b>
<b>Fund: 16 - Park Impact Fee Fund Surplus (Deficit):</b>	<b>-987,300.00</b>	<b>-987,300.00</b>	<b>58,786.25</b>	<b>227,132.25</b>	<b>-1,214,432.25</b>
<b>Fund: 18 - Stormwater Management</b>					
<b>Revenue</b>					
325 - Special Assessments - Charges for Public Services	1,008,100.00	1,008,100.00	430,041.15	430,041.15	578,058.85
361 - Interest & Other Earnings	3,000.00	3,000.00	123.00	250.00	2,750.00
<b>Revenue Total:</b>	<b>1,011,100.00</b>	<b>1,011,100.00</b>	<b>430,164.15</b>	<b>430,291.15</b>	<b>580,808.85</b>
<b>Expense</b>					
53 - Physical Environment	520,380.00	520,380.00	55,413.90	55,413.90	464,966.10

Special Revenue Funds Budget Report

For Fiscal: 2021-2022 Period Ending: 11/30/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense Total:</b>	<b>520,380.00</b>	<b>520,380.00</b>	<b>55,413.90</b>	<b>55,413.90</b>	<b>464,966.10</b>
<b>Fund: 18 - Stormwater Management Surplus (Deficit):</b>	<b>490,720.00</b>	<b>490,720.00</b>	<b>374,750.25</b>	<b>374,877.25</b>	<b>115,842.75</b>
<b>Fund: 19 - Building Fees Fund</b>					
<b>Revenue</b>					
322 - Building Permits	1,607,000.00	1,607,000.00	108,364.49	286,386.12	1,320,613.88
361 - Interest & Other Earnings	30,000.00	30,000.00	1,093.00	2,222.00	27,778.00
<b>Revenue Total:</b>	<b>1,637,000.00</b>	<b>1,637,000.00</b>	<b>109,457.49</b>	<b>288,608.12</b>	<b>1,348,391.88</b>
<b>Expense</b>					
52 - Public Safety	3,034,220.00	3,034,220.00	233,066.39	463,248.31	2,570,971.69
58 - Other Uses/Transfers Out	0.00	0.00	13,600.00	13,600.00	-13,600.00
<b>Expense Total:</b>	<b>3,034,220.00</b>	<b>3,034,220.00</b>	<b>246,666.39</b>	<b>476,848.31</b>	<b>2,557,371.69</b>
<b>Fund: 19 - Building Fees Fund Surplus (Deficit):</b>	<b>-1,397,220.00</b>	<b>-1,397,220.00</b>	<b>-137,208.90</b>	<b>-188,240.19</b>	<b>-1,208,979.81</b>
<b>Fund: 23 - Downtown Area Revenue Sharing</b>					
<b>Revenue</b>					
311 - Ad Valorem Taxes	542,000.00	542,000.00	0.00	0.00	542,000.00
337 - Local Gvmt Grants	1,362,600.00	1,362,600.00	0.00	0.00	1,362,600.00
<b>Revenue Total:</b>	<b>1,904,600.00</b>	<b>1,904,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,904,600.00</b>
<b>Expense</b>					
58 - Other Uses/Transfers Out	1,073,570.00	1,073,570.00	0.00	0.00	1,073,570.00
<b>Expense Total:</b>	<b>1,073,570.00</b>	<b>1,073,570.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,073,570.00</b>
<b>Fund: 23 - Downtown Area Revenue Sharing Surplus (Deficit):</b>	<b>831,030.00</b>	<b>831,030.00</b>	<b>0.00</b>	<b>0.00</b>	<b>831,030.00</b>
<b>Total Surplus (Deficit):</b>	<b>-6,979,598.00</b>	<b>-6,979,598.00</b>	<b>1,325,970.46</b>	<b>1,302,387.65</b>	



City of Bonita Springs, FL

# Debt Service Funds Budget Report

## Group Summary

For Fiscal: 2021-2022 Period Ending: 11/30/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 20 - 2011 Debt Fund</b>					
<b>Revenue</b>					
361 - Interest & Other Earnings	0.00	0.00	-2.00	0.00	0.00
381 - Transfers In	2,487,350.00	2,487,350.00	2.00	2,556,947.45	-69,597.45
<b>Revenue Total:</b>	<b>2,487,350.00</b>	<b>2,487,350.00</b>	<b>0.00</b>	<b>2,556,947.45</b>	<b>-69,597.45</b>
<b>Expense</b>					
51 - General Government	2,556,950.00	2,556,950.00	0.00	2,556,945.45	4.55
<b>Expense Total:</b>	<b>2,556,950.00</b>	<b>2,556,950.00</b>	<b>0.00</b>	<b>2,556,945.45</b>	<b>4.55</b>
<b>Fund: 20 - 2011 Debt Fund Surplus (Deficit):</b>	<b>-69,600.00</b>	<b>-69,600.00</b>	<b>0.00</b>	<b>2.00</b>	<b>-69,602.00</b>
<b>Fund: 21 - 2014 Debt Fund</b>					
<b>Revenue</b>					
381 - Transfers In	1,073,570.00	1,073,570.00	0.00	0.00	1,073,570.00
<b>Revenue Total:</b>	<b>1,073,570.00</b>	<b>1,073,570.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,073,570.00</b>
<b>Expense</b>					
51 - General Government	1,073,570.00	1,073,570.00	0.00	0.00	1,073,570.00
<b>Expense Total:</b>	<b>1,073,570.00</b>	<b>1,073,570.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,073,570.00</b>
<b>Fund: 21 - 2014 Debt Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 22 - 2020 Debt Fund</b>					
<b>Revenue</b>					
381 - Transfers In	125,000.00	125,000.00	0.00	0.00	125,000.00
<b>Revenue Total:</b>	<b>125,000.00</b>	<b>125,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>125,000.00</b>
<b>Expense</b>					
51 - General Government	125,000.00	125,000.00	0.00	0.00	125,000.00
<b>Expense Total:</b>	<b>125,000.00</b>	<b>125,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>125,000.00</b>
<b>Fund: 22 - 2020 Debt Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Surplus (Deficit):</b>	<b>-69,600.00</b>	<b>-69,600.00</b>	<b>0.00</b>	<b>2.00</b>	



# Capital Project Funds Budget Report

## Group Summary

For Fiscal: 2021-2022 Period Ending: 11/30/2021

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 30 - Cap Projects Fund</b>					
<b>Revenue</b>					
366 - Contributions	0.00	0.00	0.00	0.00	0.00
369 - Other Misc Revenues	0.00	0.00	0.00	0.00	0.00
381 - Transfers In	20,410,550.00	20,737,110.00	-147,645.71	-145,200.71	20,882,310.71
384 - Debt Proceeds	0.00	0.00	0.00	0.00	0.00
<b>Revenue Total:</b>	<b>20,410,550.00</b>	<b>20,737,110.00</b>	<b>-147,645.71</b>	<b>-145,200.71</b>	<b>20,882,310.71</b>
<b>Expense</b>					
51 - General Government	1,640,000.00	1,966,560.00	-34,060.96	-34,060.96	2,000,620.96
53 - Physical Environment	6,246,980.00	6,246,980.00	-66,391.04	-64,081.04	6,311,061.04
54 - Transportation	10,484,500.00	10,484,500.00	-59,414.21	-59,279.21	10,543,779.21
57 - Culture & Recreation	2,039,070.00	2,039,070.00	12,220.50	12,220.50	2,026,849.50
58 - Other Uses/Transfers Out	0.00	0.00	0.00	0.00	0.00
<b>Expense Total:</b>	<b>20,410,550.00</b>	<b>20,737,110.00</b>	<b>-147,645.71</b>	<b>-145,200.71</b>	<b>20,882,310.71</b>
<b>Fund: 30 - Cap Projects Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 31 - Other Capital Projects Fund</b>					
<b>Revenue</b>					
366 - Contributions	0.00	0.00	0.00	0.00	0.00
381 - Transfers In	1,200,000.00	1,200,000.00	4,046.50	30,037.50	1,169,962.50
<b>Revenue Total:</b>	<b>1,200,000.00</b>	<b>1,200,000.00</b>	<b>4,046.50</b>	<b>30,037.50</b>	<b>1,169,962.50</b>
<b>Expense</b>					
53 - Physical Environment	0.00	0.00	0.00	0.00	0.00
55 - Economic Environment	0.00	0.00	0.00	25,991.00	-25,991.00
57 - Culture & Recreation	1,200,000.00	1,200,000.00	4,046.50	4,046.50	1,195,953.50
<b>Expense Total:</b>	<b>1,200,000.00</b>	<b>1,200,000.00</b>	<b>4,046.50</b>	<b>30,037.50</b>	<b>1,169,962.50</b>
<b>Fund: 31 - Other Capital Projects Fund Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**REQUESTED MOTION:** Appoint a Council representative to occupy an ex-officio non-voting seat on the Lee County Tourist Development Council (TDC).

**REQUESTOR:** Arleen M. Hunter, City Manager

**AGENDA:** City Manager's Items

**STRATEGIC PRIORITY:** #6 Strengthen/Enhance Council Relations

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**BACKGROUND:**

City Council and staff received the attached correspondence from Commissioner Pendergrass stating that the Lee County Board of County Commissioners voted to add four ex-officio non-voting seats to the Lee County Tourist Development Council (TDC) to allow each of the municipalities to have a seat on the TDC. The four additional ex-officio members would represent the municipalities not currently serving on the TDC in one of the two "city rotating" seats and will not affect the rotation of these seats.

Chairman Pendergrass is requesting that the Council nominate a representative to occupy an ex-officio non-voting seat on the TDC to begin attending at the meeting scheduled for March 17<sup>th</sup>. The appointee will rotate into the voting City-rotating seat for the two-year term of July 2023 to June 2025.

**STAFF RECOMMENDATION:** Council's pleasure.

**ATTACHMENTS:**

1. Letter from Chairman Pendergrass
- 

**REVIEWERS:**

City Manager: Arleen Hunter  
City Attorney: Derek Rooney  
City Clerk: Debra Filipek  
Department Director:

Council Action: Approved \_\_\_ Denied \_\_\_ Deferred \_\_\_ Other \_\_\_\_\_

VIA EMAIL ONLY

Kevin Ruane  
*District One*

February 10, 2022

Cecil L. Pendergrass  
*District Two*

Ray Sandelli  
*District Three*

The Honorable Rick Steinmeyer, Mayor of Bonita Springs  
and Members of the Bonita Springs City Council

Brian Hamman  
*District Four*

Dear Mayor Steinmeyer and Members of the Bonita Springs City Council:

Frank Mann  
*District Five*

Roger Desjarlais  
*County Manager*

This letter is to inform you that on January 18, 2022 the Lee County Board of County Commissioners (BoCC) voted to add four (4) ex-officio non-voting seats to the Lee County Tourist Development Council (TDC) to allow each of the municipalities to have a seat on the TDC.

Richard Wesch  
*County Attorney*

Donna Marie Collins  
*County Hearing Examiner*

The four additional ex-officio members would represent the incorporated municipalities not currently serving on the TDC in one of the two 'city rotating' seats and will not affect the rotation of these seats. The term for the 'city rotating' seat currently held by an elected official from the City of Fort Myers is set to expire in June 2023. This voting seat would continue to rotate for two (2) year terms between the municipalities of Bonita Springs (July 2023-June 2025), Cape Coral (July 2025-June 2027), Estero (July 2027-June 2029), and Fort Myers (July 2029-June 2031).

By way of this letter, we invite the Bonita Springs City Council to nominate an elected official from the City of Bonita Springs to occupy an ex-officio non-voting seat on the TDC beginning at the March 17, 2022 TDC meeting. The TDC meeting will begin at 9:00 a.m. in the Admin East building, conference room #118, located at 2201 Second Street, Fort Myers, FL 33901.

Your appointee will rotate into the voting seat for a two-year term as described above. When the term ends, your appointee will then sit as an ex-officio member until the voting seat rotates back to Bonita Springs.

Please notify my office no later than February 28, 2022 with the name of your nominee to be included on the agenda for formal appointment at the March 1 meeting of the BoCC.

Sincerely,

  
Cecil L. Pendergrass, Chairman  
Lee County Board of County Commissioners & Lee County TDC



City Council Chambers  
9101 Bonita Beach Road  
Bonita Springs, Florida 34135

## CITY OF BONITA SPRINGS CITY COUNCIL

February 2, 2022

5:30 p.m.

MINUTES

1. Call to Order:

Mayor Rick Steinmeyer called the meeting to order at 5:30 P.M.

2. Invocation:

Pastor Riley Grandell with Gulf Shore Church furnished the invocation.

3. Pledge of Allegiance

John Dulmer, Community Development, led in the Pledge of Allegiance.

4. Roll Call:

Mayor Steinmeyer and all Council Members were in attendance.

5. Approval of Agenda

6. Mayor's Welcome

7. Public Comment on Agenda Items: None

8. Zoning and Land Use Items:

- A. (Second and Public Hearing) A ZONING ORDINANCE OF THE CITY OF BONITA SPRINGS CONSIDERING A REQUEST TO REZONE APPROXIMATELY 113 ACRES +/- FROM RS-1 AND RM-2 TO A RESIDENTIAL PLANNED DEVELOPMENT (RPD) FOR A MAXIMUM OF 350 DWELLING UNITS, PURSUANT TO DIVISION 43 OF CHAPTER FOUR OF THE CITY OF BONITA SPRINGS LAND DEVELOPMENT CODE; LOCATED AT 14-47-25-B1-1400A.0000, 23-47-25-B1-01400.0860, 23-47-25-B1-0050A.0000, & 23-47-25-B1-00500.0040, BONITA SPRINGS, FL 34135; PROVIDING FOR AN EFFECTIVE DATE. (Green Sheet No. 22-02-019)

5:35 P.M.

City Attorney Derek Rooney read the title block of the Zoning Ordinance into the record, addressed the process, and swore all witnesses under oath for both items A. and B.

Mike Fiigon, Community Development, provided a synopsis of the request.

Wayne Arnold, AICP, representing Barron Collier, introduced the Applicant's team, and provided an overview of their presentation and request.

Dan Waters, P.E., on behalf of the Applicant, addressed water management, drainage, grading, pedestrian areas and landscaping.

Mr. Arnold addressed deviations and findings that need to be met for approval.

Council questions were answered and a discussion was held.

Break from 7:02 to 7:15pm

Mr. Fiigon next furnished the staff presentation via a Powerpoint presentation (copy in Clerk's file).

8:06 P.M.

Mr. Fiigon responded to a concern of Council Member Chris Corrie regarding Deviation 7, which Council Member Corrie stated he sees as a way for the developer to increase the number of buildable lots. Council Member Fred Forbes questioned whether there is to be a fence around the pond, which he feels will obstruct the view of the lake. Mr. Fiigon responded that that is something that is typically reviewed at Development Order stage. Council Member Forbes also suggested that traffic counts be done in high season.

8:13 P.M.

PUBLIC COMMENT

- Julia Baxter stated her concern is the loss of open space – recreational and water management. She feels the best solution is for the property to be part of the 2020 Conservation program.
- Paul Sheldon has a petition with 240 of the 268 homes in Bonita Lakes signed by those opposed to the new community on the north parcel. He addressed concerns they have, specifically with Deviation 7.
- William Clark addressed issues he had with Deviations 7, 11, and 14 in relation to the requirements contained in the March 13, 1980 stormwater permit.

- Ed Shinouskis feels that the Singhofen plan does a good job of managing volumes of stormwater, with discharges into Spring Creek, but there is an opportunity to use the land for the benefit of Spring Creek and water quality, which he doesn't see in the plan.
- Mary Pirro referred to the golf course redevelopment regulations, which describe the City's responsibility to protect existing homeowners, to ensure quality of life, and mitigate negative impacts to the surrounding neighborhoods.
- Dwight Esmon addressed the deviations and asked that Council ask for a continuance.
- Brad Sivers urged Council to consider the Conservation 2020 approach, which he feels all would agree would be the best solution, and spoke of drainage pipe maintenance along the neighboring community.
- Michele Hermansen spoke against approval of the maximum development.
- Barbara Ogle addressed photographs she entered into the record (copy in Clerk's file) to show what 25 feet will look like with a wall from her back yard.

A short recess was taken at 8:42 p.m. to 8:58 p.m.

Nick Casalanguida of Barron Collier provided the Applicant's rebuttal. He stated agreement to a written condition that the developer shall submit to the City an annual report documenting the condition of the storm water system, buffers, and maintenance thereof. He also agreed to clarifications in the exhibits related to single-story construction.

Mayor Steinmeyer motioned approval of the Zoning Ordinance; Council Member Carr seconded.

City Attorney Rooney addressed Council Member Forbes's questions regarding legal options to continue or deny the project at this stage.

The motion to adopt the Zoning Ordinance passed 6-1 (Council Member Corrie opposed)  
**ADOPTED ZONING ORDINANCE NO. 22-01**

- B. (Second Reading and Public Hearing) A ZONING ORDINANCE OF THE CITY OF BONITA SPRINGS CONSIDERING A REQUEST TO AMEND THE SCHEDULE OF USES IN BONITA SPRINGS ZONING ORDINANCE 19-02, TO CREATE A PHASE 1A APPROXIMATELY 4 ACRES+/- IN SIZE, TO INCLUDE AN INDOOR/OUTDOOR SPORTS CHALLENGE COMPLEX, WITH CONSUMPTION ON PREMISES, AND TO ADD THREE (3) DEVIATIONS; LOCATED AT 10601 BONITA BEACH RD. AND 28191, 28251, 28281, 28341 OLD 41 RD., BONITA SPRINGS, FL 34135; PROVIDING FOR AN EFFECTIVE DATE. (Green Sheet No. 22-02-018)

9:11 p.m.

City Attorney Rooney read the title block of the Zoning Ordinance into the record.

Mike Fiigon, Community Development, provided a brief synopsis.

Paula McMichael, AICP, representing the Applicant, provided a Powerpoint presentation to address their request. Part of the request is to ask that Council not require the landscaping at the additional height required by Staff, because it harder to obtain the landscaping at that height and it effects the survivability of the landscaping. They are otherwise in agreement with Staff's recommendation as conditioned.

In response to Council Member Purdon, Ms. McMichael and Thomas Jones, AIA, with JMDG Architecture, addressed the trajectory of the golf balls being hit out towards Bonita Beach Road. Jones further addressed the project.

Council Member Gibson asked whether the Applicant would be required to come back to City Council if the Applicant wanted to change the days and hours of operation at a future date. Mr. Rooney explained that if the hours of operation were set as a condition, the Applicant does have to come back; however, this project has multiple other phases, so if the Applicant wishes to alter its hours when they come back to Council with another phase, the Applicant can make that request at the same time. Council Member Gibson stated that he would like to hear from Staff whether they recommend the condition.

Mayor Steinmeyer motioned adoption of the Zoning Ordinance; Council Member Carr seconded.

No public comments were made.

Mr. Fiigon addressed Council Member Gibson's question regarding the hours of operation.

Council Member Gibson asked that the motion be amended to allow Staff to alter the hours of operation administratively; Council Member Purdon seconded.

Mayor Steinmeyer withdrew his motion.

Council Member Gibson motioned to approve the Zoning Ordinance with the revision to allow Staff to adjust the hours administratively and grant the Applicant's request regarding the height of the landscaping buffer; Council Member Purdon seconded.

The motion passed unanimously. **ADOPTED ZONING ORDINANCE NO. 22-02**

9. Consent Agenda:

Council Member Carr motioned approval of the Consent Agenda; Council Member Gibson seconded; and the motion carried unanimously.

- A. Approve a thirty second fireworks display for Bonita Springs Concert Band performance on Sunday, February 20, 2022. (Green Sheet No. 22-02-016)
- B. Approve Resolution for Budget Amendment to carryover prior year unspent capital budget amounts into fiscal year 2021-2022. (Green Sheet No. 22-02-020)  
**ADOPTED RESOLUTION NO. 22-11**
- C. Approve Professional Service Agreement with Stantec Consulting Services Inc to design a Signage and Gateway Feature Master Plan for the City. (Green Sheet No. 22-02-021)
  - Opportunity for City Council comments on Consent Agenda

10. Mayor and Council Member Items:

11. City Attorney's Items:

12. City Manager's Items:

- A. Presentation and review of the Preliminary 2020-2021 Fiscal Year End Financial Report. (Green Sheet No. 22-02-017)

City Manager Arleen Hunter advised that this item will be deferred to the next City Council meeting.

City Manager Hunter provided a reminder that the February 16<sup>th</sup> City Council workshop will begin at 4:00 P.M. with the regular City Council meeting to follow at 5:30 P.M. Additionally, they have set the redistricting public workshop on February 17, 2022 at 5:30 P.M. The workshop will be recorded.

13. Mayor and Council Member Reports

Council Member Forbes addressed a zoom Town Hall meeting that Congressman Byron Donalds will be hosting along with the Florida League of Cities on February 16, 2022. It will entail all the City Councils in his district. There was consensus from the Council for Council Member Forbes to represent the City of Bonita Springs. Council Member Forbes suggested Council Members submit any questions or concerns that they would like to be addressed.

Council Member Gibson reported on the Downtown Alliance meeting.

14. Approval of the Minutes: January 19, 2022

Council Member Corrie motioned approval of the Minutes; Council Member Gibson seconded; and the motion carried unanimously.

15. Public Comment: None

16. Adjournment

There being no further items to discuss, the meeting adjourned at 9:35 P.M.

Respectfully submitted,

\_\_\_\_\_  
Debra Filipek, City Clerk

APPROVED BY CITY COUNCIL:

Date: \_\_\_\_\_

AUTHENTICATED:

\_\_\_\_\_  
Mayor Rick Steinmeyer