

NOTICE OF PUBLIC MEETING
CITY COUNCIL
CITY OF BONITA SPRINGS
OFFICIAL AGENDA
WEDNESDAY, MAY 6, 2020
5:30 P.M.
CITY HALL
9101 BONITA BEACH ROAD
BONITA SPRINGS, FLORIDA 34135

**PUBLIC COMMENT AVAILABLE VIA EMAIL, PHONE AND IN PERSON IN
ACCORDANCE WITH SOCIAL DISTANCING GUIDELINES**

DUE TO SOCIAL DISTANCING GUIDELINES, PLEASE EMAIL THE CITY AT CITYMEETINGS@CITYOFBONITASPRINGS.ORG IN ORDER TO:

1. SUBMIT YOUR COMMENT IN WRITING PRIOR TO THE MEETING; OR
2. PROVIDE YOUR NAME AND TELEPHONE NUMBER TO PARTICIPATE BY PHONE DURING THE MEETING. A MEMBER OF STAFF WILL CONTACT YOU PRIOR TO THE MEETING WITH CALL-IN INSTRUCTIONS.

PLEASE INCLUDE THE MEETING DATE IN THE SUBJECT LINE OF YOUR EMAIL.

ALL EMAILS FOR PUBLIC COMMENT MUST BE RECEIVED BY 4:00 P.M. ON MAY 5, 2020.

[CLICK HERE](#) TO WATCH THE MEETING ONLINE, OR VISIT THE CITY'S WEBSITE AT WWW.CITYOFBONITASPRINGS.ORG AND CLICK "HOW DO I?" AND THEN CLICK "WATCH A MEETING LIVE" TO ACCESS THE LIVE STREAM.

- I. CALL TO ORDER
 - II. INVOCATION
 - III. PLEDGE OF ALLEGIANCE
 - IV. ROLL CALL
 - V. PUBLIC COMMENT ON AGENDA ITEMS
 - VI. CONSENT AGENDA: (NOTE: ITEMS ON THE CONSENT AGENDA WILL BE CONSIDERED AS ONE UNLESS A SPECIFIC ITEM IS REMOVED BY A COUNCIL MEMBER FOR SEPARATE DISCUSSION.)
 - A. APPROVE A LETTER TO SUPPORT THE DISTRIBUTION FOR THE FEDERAL FISCAL YEAR 2019 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM FUNDS. (GREENSHEET NO. 20-05-106)
 - B. REVIEW OF MARCH 2020 MONTHLY CAPITAL IMPROVEMENT PROJECTS REPORT. (GREENSHEET NO. 20-05-103)
 - C. REVIEW OF MARCH 2020 MONTHLY FINANCIAL STATEMENTS. (GREENSHEET NO. 20-05-102)
- OPPORTUNITY FOR CITY COUNCIL COMMENTS ON CONSENT AGENDA ITEMS

VII. PROCLAMATIONS AND PRESENTATIONS:

- A. UPDATE FROM CBRE ON STATUS OF IMPERIAL CROSSING SOLICITATION. (GREENSHEET NO. 20-05-108)

VIII. MAYOR AND COUNCIL MEMBER ITEMS:

- A. DISCUSSION AND IMPLEMENTATION OF A DISTINGUISHED PUBLIC SERVICE AWARD PROGRAM. (PURDON; GREENSHEET NO. 20-05-101)
- B. DIRECT STAFF TO PROCEED WITH DEVELOPING AND ADVERTISING A REQUEST FOR QUALIFICATIONS (RFQ) FOR GRANT WRITING AND GRANT SUPPORT CONTINUING SERVICES. (MAYOR SIMMONS; GREENSHEET NO. 20-05-107)
- C. DISCUSS DEVELOPER'S AGREEMENT FOR PROPERTY 91612 AND 9171 BONITA BEACH RD EAST OF CITY HALL. (DEPUTY MAYOR GIBSON; GREENSHEET NO. 20-05-109)

IX. PUBLIC COMMENT:

X. CITY ATTORNEY'S ITEMS:

XI. CITY MANAGER'S ITEMS:

- A. REVIEW OF THE CITY COUNCIL 2018 COMMITTEE LIST FOR COUNCIL'S MAY 20, 2020 MEETING. (GREENSHEET NO. 20-05-104)
- B. REVIEW OF THE 2019/2020 STRATEGIC PRIORITIES. (GREENSHEET NO. 20-05-105)
- C. UPDATE ON COVID-19.

XII. MAYOR AND COUNCIL MEMBER REPORTS:

XIII. APPROVAL OF MINUTES: 04/15/20

XIV. PUBLIC COMMENT:

XV. ADJOURNMENT.

ANY PERSON REQUIRING SPECIAL ACCOMMODATIONS AT ANY OF THE MEETINGS BECAUSE OF A DISABILITY OR PHYSICAL IMPAIRMENT SHOULD CONTACT MEG WEISS, DIRECTOR OF ADMINISTRATIVE SERVICES, AT 239-949-6262, AT LEAST 48 HOURS PRIOR TO THE MEETING. IF A PERSON DECIDES TO APPEAL A DECISION MADE BY THE COUNCIL IN ANY MATTER CONSIDERED AT THIS MEETING/HEARING, SUCH PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS TO BE MADE, TO INCLUDE THE TESTIMONY AND EVIDENCE UPON WHICH ANY SUCH APPEAL IS TO BE BASED.

NOTE: THIS MEETING IS TELEVISED ON COMCAST, CHANNEL 98. AGENDAS ARE AVAILABLE FOR VIEW, AND THE MEETING CAN BE VIEWED AT WWW.CITYOFBONITASPRINGS.ORG

NEXT MEETING: 05/20/20

BONITA SPRINGS CITY COUNCIL		GREEN SHEET:	20-05-106
AGENDA ITEM SUMMARY			
REQUESTED MOTION: Approve a letter to support the distribution for the Federal Fiscal Year 2019 Edward Byrne Memorial Justice Assistance Grant (JAG) Program funds.			
MEETING DATE: 5/6/2020			
AGENDA:		REQUIREMENT/PURPOSE: (Specify)	REQUESTOR OF INFORMATION:
☐ PRESENTATIONS	☐ STATUTE	Debra Filipek City Clerk	
☒ CONSENT	☐ ORDINANCE		
☐ PUBLIC HEARING	☐ ADMIN. CODE		
☐ MAYOR AND COUNCIL MEMBER ITEMS	☐ OTHER		
☐ MAYOR AND COUNCIL MEMBER'S REPORTS			
☐ CITY ATTORNEY ITEMS			
☐ CITY MANAGER ITEMS			
BACKGROUND: The State of Florida, Department of Law Enforcement (FDLE) has received an award from the United State Department of Justice (USDOJ) in the amount of \$10,551,399 for the Edward Byrne Memorial Justice Assistance Grant (JAG). FDLE will distribute JAG-Countywide (JAGC) local share funds in accordance with the JAGC distribution provisions of Chapter 11D-9, Florida Administrative Code. This notice of funding opportunity seeks sub-recipient applications for activities as they relate to criminal justice. For JAG-Countywide each county is allocated a portion of the state's federal award for use by local units of governments within the jurisdiction. FDLE determines each county's allocation through a funding procedure based on population and crime statistics. The county is then required to complete a local planning process to determine how that allocation will be distributed and used. Chapter 11D-9, Florida Administrative Code, requires the unit of government in each county to reach consensus concerning the expenditure of JAG funds allocated to the jurisdiction. Consensus includes agreeing upon the projects to be implemented and the agency or agencies responsible for implementation through the 51% process. Each county must document the consensus by submitting letters from at least 51% of the units of government in the county, representing a minimum of 51% of the county's population. Lee County in coordination with the City of Cape Coral has requested that the City of Bonita Springs send the attached letter to document that the City of Bonita Springs approves the distribution of \$184, 284 (total allocation available) of the federal fiscal year 2019 Edward Byrne Memorial JAG Program funds for Law Enforcement for the City of Cape Coral, the City of Fort Myers, the Lee County Port Authority and the Lee County Human and Veteran Services. Attachments: Letter of Support from the City of Bonita Springs reflecting the distribution of funds FDLE JAG Grant Information			
IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☐ YES ☒ NO IF YES, WHICH STRATEGIC OBJECTIVE?			
STAFF RECOMMENDATIONS: Approve letter authorizing the distribution of funds as reflected.			
REVIEWED BY: 			
City Manager: _____ City Attorney: _____ City Clerk: _____ Department Director: _____			
COUNCIL ACTION: ☐ APPROVED ☐ DENIED ☐ DEFERRED ☐ OTHER			

May 6, 2020

Ms. Rona Kay Cradit
Bureau Chief
Office of Criminal Justice Grants
Florida Department of Law Enforcement
P.O Box 1489
Tallahassee, Florida 32302-1489

Dear Ms. Cradit:

In compliance with State of Florida *Rule 11D-9*, F.A.C., the City of Bonita Springs approves the distribution of \$184,284 (total allocation available) of the Federal Fiscal Year 2019 Edward Byrne Memorial Justice Assistance Grant (JAG) Program funds for the following projects within Lee County:

SUBGRANT (City or County)	Title of Project	Federal funds
City of Cape Coral (Law Enforcement)	Purchase of license plate readers	\$105,000
City of Fort Myers (Law Enforcement)	Purchase of license plate readers	\$40,000
Lee County Port Authority (Law Enforcement)	Purchase of police segways	\$14,758
Lee County (Human and Veteran Services)	Lee County Triage Center/Low Demand Shelter Operation	\$24,526
	Total:	\$184,284

Sincerely,

Peter Simmons
Mayor, City of Bonita Springs

The Florida Department of Law Enforcement has allocated Lee County \$184,284 in FFY 19 Edward Byrne Memorial Justice Assistance Grant Program funding. Eligible applicants met April 1, 2020, to reach a consensus on the allocation of those funds. Below are the recommended proposals and allocation amounts:

Cape Coral Police Department

Amount: \$105,000

Funding will be used to purchase license plate readers for agency operations. Cape Coral Police Department, Fort Myers Police Department, Lee County Sheriff's Office and the Port Authority Police, all access the same software application, providing for a countywide collaboration.

Fort Myers Police Department

Amount: \$40,000

Funding will be used to purchase license plate readers for agency operations. Cape Coral Police Department, Fort Myers Police Department, Lee County Sheriff's Office and the Port Authority Police, all access the same software application, providing for a countywide collaboration.

Lee County Port Authority Police

Amount: \$14,758

Police and Security use the Segway within the airport terminal building and curb to respond to calls for service efficiently and safely.

Lee County Human and Veteran Services

Amount \$24,526

Funding will be used to pay a portion of operating expenses at the Bob Janes Triage Center/Low Demand Shelter, a unique collaborative endeavor of law enforcement, the health system, the behavioral/substance abuse providers, programs serving homeless individuals and local government. The Triage Center is a single point of entry that allows individuals at risk of being charged with minor ordinance violation or non-violent offenses or incarcerated to be diverted from current or future involvement in the criminal justice system. Many individuals brought to the Triage Center are homeless with substance use disorder or mental illness, often the underlying reason for the nuisance type crimes that brought them to the attention of law enforcement.



Florida Department of Law Enforcement Office of Criminal Justice Grants

Post Office Box 1489 Tallahassee, Florida 32302-1489 (850) 617-1250 criminaljustice@fdle.state.fl.us

Federal Fiscal Year 2019 Edward Byrne Memorial Justice Assistance Grant (JAG) Program JAG-Countywide (JAGC) Solicitation

The Florida Department of Law Enforcement (FDLE), Office of Criminal Justice Grants (OCJG) is seeking applications for the state's Edward Byrne Memorial Justice Assistance Grant Countywide (JAGC) Program. This program focuses on helping state and local agencies improve the criminal justice system.

Eligibility

Eligible applicants are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior.

The allocations by county for Florida's FY 2019 JAGC program can be found in Appendix C.

Contact Information

The Office of Criminal Justice Grants (OCJG) main line is (850) 617-1250. For questions regarding this solicitation, ask to speak with the JAG Unit Supervisor, Cody Menacof or the [grant manager for your jurisdiction](#). For technical assistance with the Subgrant Information Management Online (SIMON) system or for issues creating and submitting an application in SIMON, ask for the SIMON Help Desk.

Table of Contents

Program Description	3
Local Planning and Approval Process	3
Program Strategy and Purposes.....	3
Priority Areas for Funding	4
Eligibility Requirements	6
Match.....	7
Administrative Costs	7
Prohibited Uses & Expenditures	7
Costs Requiring Pre-Approval.....	8
JAG Program and Additional Requirements	9
State and Federal Transparency	12
Length of Award and Distribution of Funds.....	12
Application Deadline	12
How to Apply	13
Application Requirements	13
Standard Conditions	14
Appendix A	15
Appendix B	16
Appendix C	17

Program Description

The State of Florida, Department of Law Enforcement (FDLE) has received an award from the United States Department of Justice (USDOJ) in the amount of \$10,551,399 for the Edward Byrne Memorial Justice Assistance Grant (JAG). FDLE will distribute JAG-Countywide (JAGC) local share funds in accordance with the JAGC distribution provisions of [Chapter 11D-9, Florida Administrative Code](#).

This Notice of Funding Opportunity seeks subrecipient applications for activities as they relate to criminal justice. Please note this program solicitation contains information provided by the USDOJ regarding specific areas of national focus and the priorities to help maximize the effectiveness of Byrne/JAG funding. Applicants are strongly encouraged to consider these federal priorities when developing their applications.

Local Planning and Approval Process

For JAG-Countywide each county is allocated a portion of the state's federal award for use by local units of governments within the jurisdiction. FDLE determines each county's allocation through a funding algorithm based on population and crime statistics. The county is then required to complete a local planning process to determine how the allocation will be distributed and used.

Chapter 11D-9, Florida Administrative Code, requires the unit of government in each county to reach consensus concerning the expenditure of JAG funds allocated to the jurisdiction. Consensus includes agreeing upon the projects to be implemented and the agency or agencies responsible for implementation through the [51% process](#). Each county must document the consensus by submitting letters from at least 51% of the units of government in the county, representing a minimum of 51% of the county's population.

Coordination is vital to meeting this program requirement, and FDLE requests that the county board of commissioners serve as the coordinating unit for all local governments within the county. The Chairman of the Board of County Commissioners is requested to return a Certificate of Participation indicating the county's willingness to serve, and designating a primary point of contact (e.g. [County Coordinator](#)) for coordination efforts. In the event the county declines to serve in this capacity, FDLE will request the governing body of each municipality within the county, in descending order of population, serve as the coordinating unit of government.

The JAG program requires applications and amendments to applications, be submitted for governing body review, or to an organization designated by the governing body. The program also stipulates they are made available to citizens and neighborhood or community-based organizations for public comment. The local planning process used by each county (e.g. 51% process) should assure and document compliance with these requirements.

Program Strategy and Purposes

JAG funds may be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice in any one or more of the following purpose areas:

1. Law enforcement programs;
2. Prosecution and court programs;
3. Prevention and education programs;
4. Corrections and community corrections programs;
5. Drug treatment and enforcement programs;
6. Planning, evaluation, and technology improvement programs;
7. Crime victim and witness programs; and
8. Mental health programs and related law enforcement and corrections programs, including

behavioral programs and crisis intervention teams.

Any law enforcement or justice initiative previously eligible for funding under Byrne or LLEBG is eligible for JAG funding.

Priority Areas for Funding

Federal Priorities

BJA issues funding priorities in conjunction with JAG program guidance to ensure recipients and subrecipients are aware of areas of national focus and priority, and maximize the effective use of JAG funds. As a result, Florida passes-through these priority areas to subgrantees in the JAG-Countywide solicitation. The JAG funding priorities for FY19 awards and subawards are as follows:

Evidence-Based Programs or Practices

The Office of Justice Programs (OJP) places a strong emphasis on the use of data and evidence in policy making and program development in criminal justice. Programs and practices are considered to be evidenced-based when their effectiveness has been demonstrated by causal evidence, generally obtained through one or more outcome evaluations. Causal evidence documents a relationship between an activity or intervention (including technology) and its intended outcome. Causal evidence depends on the use of scientific methods to rule out, to the extent possible, alternative explanations for the documented change. The strength of causal evidence will influence the degree to which OJP considers a program or practice to be evidence-based.

The following are resources available to JAG applicants on evidence based programs:

- OJP's [CrimeSolutions.gov](https://www.crimesolutions.gov) website offers applicants information about evidence-based programs in criminal justice, juvenile justice, and crime victim services.
- The [Center for Evidence-Based Crime Policy](https://www.georgiamason.edu/center-for-evidence-based-crime-policy) at George Mason University provides information about evidence-based policing programs.
- The National Reentry Resource Center's [What Works in Reentry Clearinghouse](https://www.reentryclearinghouse.org) provides a summary of research-based reentry strategies.
- The Bureau of Justice Assistance's (BJA) [Innovation Suite](https://www.bja.gov/innovation-suite) identifies a number of program models to implement evidence-based strategies in policing, supervision, pre-trial, defense, prosecution, reentry and other fields.

Reducing Violent Crime

Recognizing that crime problems, including felonious possession and use of a firearm and/or gang violence, illegal drug sales and distribution, human trafficking, and other related violent crime, vary from community to community, BJA encourages units of government to tailor their programs to the local crime issues, and to be data-informed in their work. Subrecipients should consider investing JAG funds in programs to combat firearms violence, and to improve the process for ensuring that persons prohibited from purchasing firearms (see, e.g., 18 U.S.C. § 922(g)) are prevented from doing so, by utilizing technology such as eTrace and NIBIN to analyze evidence, as well as by enhancing complete, accurate, and timely reporting to the FBI's NICS. Units of government are also encouraged to coordinate with the United States Attorneys and Project Safe Neighborhood (PSN) grantees in order to leverage funding for violence reduction projects, and to coordinate their law enforcement activities with those of federal law enforcement agencies such as the FBI, the Bureau of Alcohol, Tobacco, Firearms, and Explosives, the Drug Enforcement Administration, and the Department of Homeland Security.

Officer Safety and Wellness

BJA recognizes the need to focus on officer performance and safety. This focus includes both tactical safety concerns and health and wellness initiatives, as both affect officer performance and safety. JAG funds may be used to address these needs by paying tuition and travel expenses to attend training sessions, such as the [VALOR Initiative](https://www.valorinitiative.org), and by funding health and wellness programs for law enforcement officers.

Border Security

JAG funds may be used to reduce and prevent transnational drug-trafficking networks and combat human trafficking networks within the United States. State and local agencies are encouraged to use JAG funds to support law enforcement hiring, training, and technology enhancement in the area of border security.

Responding to the Opioid Crisis

BJA strongly encourages state and local law enforcement to use JAG funds to support law enforcement actions to fight the opioid epidemic such as addressing the supply of both diverted prescription drugs and illegal drugs, and supporting first responders when encountering overdoses. JAG funds can also be used for training and safety measures to prepare for potential encounters with synthetic opioids such as fentanyl. This may include covering the cost of providing naloxone to all officers and the cost of fentanyl detection testing.

State-wide Funding Priorities

In order to comply with the new statewide strategic planning requirements outlined in Section 502 of the Omnibus Crime Control and Safe Streets Act, FDLE reviewed existing strategic plans from Florida's state criminal justice agencies, and conducted a survey to gauge statewide priorities. Responses for this survey were solicited from all sectors of the criminal justice system and identified key priorities within each program area for fiscal year 2019 funding.

Law Enforcement

- Equipment
- Training
- Traffic Enforcement
- Community Policing & Engagement

Prevention and Education

- Anti-drug Programs
- School Violence Prevention
- Domestic Violence Prevention
- Pharmaceutical & Substance Abuse

Drug Treatment and Enforcement

- Surveillance Equipment
- Drug Enforcement – Single Jurisdiction
- Multi-Jurisdictional Task Forces & Pharmaceutical Partnerships
- First responders, Crisis Response, Stabilization, Antagonists/Detox

Crime Victim & Witness

- Behavioral Health Services
- Advocacy Services
- Counseling & Clinical Services
- Children Exposed to Violence, Abuse, & Neglect

Prosecution & Courts

- Pre-trial Diversion
- Recidivism
- Training
- Property & White Collar Crime

Corrections and Community Corrections

- Behavioral Health Services
- Workforce
- Recidivism
- Diversion

Planning, Evaluation & Technology

- Technology Upgrades
- Crime Statistics Reporting
- Investigative & Surveillance Technology
- Grant Management

Mental Health

- Crisis Intervention Team Training & Support
- Evaluation/Assessments
- Suicide Risk Assessment, Response & Protocols
- Outpatient/Community Based Behavioral Health Programs

Subrecipients are strongly encouraged to fund projects addressing at least one of the priorities outlined above. If the subrecipient wishes to fund a project that does not address one of the identified funding priorities, a written justification will need to be submitted to OCJG along with the application.

For more information on FDLE's Byrne/JAG strategic planning process and funding priorities, please visit <http://www.fdle.state.fl.us/Grants/Documents/Funding-Opportunities/JAGC/FY2019-JAGC.aspx>.

Eligibility Requirements

Applicants for JAG subawards must comply with all terms and conditions of the federal award and subaward, including those incorporated by reference. This section identifies specific program requirements that must be met as a condition of eligibility to receive federal funds under this program.

Each applicant must be able to document compliance with the following requirements:

[8 U.S.C §1373](#) *Communication Between Governments and the Immigration and Naturalization Service*

[8 U.S.C §1644](#) *Communication Between State and Local Government Agencies and Immigration and Naturalization Service*

[2 C.F.R. §200.318-326](#) *Federal Procurement Standards*

[2 C.F.R Part 200.300-309](#) *Standards for Financial and Program Management*

[2 C.F.R. Part 25](#) *Universal Identifier and System for Award Management (SAM) Requirements*

[28 C.F.R. Part 42](#) *Nondiscrimination; Equal Employment Opportunity; Policies and Procedures*

SAM Registration

To apply for JAG funds in SIMON, an organization and its users must be registered in SIMON and have a Data Universal Numbering System (DUNS) number. The organization must also be registered with the U.S. Federal Government's System for Award Management (SAM) (2 C.F.R. Part 25).

A DUNS number may be obtained by calling (866) 705-5711 or by visiting the Dun & Bradstreet website at: <https://iupdate.dnb.com/iUpdate/viewiUpdateHome.htm>. A DUNS number is usually received within one to two business days.

To create or update your annual SAM registration, go to SAM.gov. The process can take up to 10 business days.

Compliance with Applicable Federal Laws

At the time of application, potential subrecipients are required to certify compliance with all applicable federal laws. All applicants should understand that if the DOJ Office of Justice Programs receives information indicating an applicant may be in violation of any applicable federal law, the applicant may be referred to the DOJ Office of Inspector General (OIG) for investigation. If the applicant is found to be in violation of an applicable federal law by the OIG, the applicant may be subject to criminal and civil penalties, in addition to relevant OJP programmatic penalties, including suspension or termination of funds, inclusion on the high risk list, repayment of expended funds, and/or suspension and debarment.

Civil Rights Requirements

Federal laws prohibit subrecipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, disability, or age in funded programs or activities. All subrecipients, implementing agencies, and contractors must comply with any applicable statutorily-imposed nondiscrimination requirements, which are summarized below:

- **Title VI of the Civil Rights Act of 1964:** Applicants must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E that relate to an equal employment opportunity program. Applicants are advised to use the Office for Civil Rights EEO Reporting Tool at (<https://ojp.gov/about/ocr/eeop.htm>).
- **Equal Employment Opportunity Certification (EEOC):** Applicants must submit an EEO Certification annually within 120 days of the subaward. Failure to submit the required EEO Certification will result in the withholding of grant funds.
- **Limited English Proficiency (LEP):** In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. Part 2000d, applicants in receipt of federal financial assistance must take reasonable steps to provide meaningful access to their programs and

activities for persons with LEP. FDLE strongly advises applicants to have a written LEP Language Access Plan. For more information visit <https://www.lep.gov/>.

- **Equal Treatment for Faith Based Organizations:** Applicants, must comply with all applicable requirements of [28 C.F.R. Part 38](#), "Equal Treatment for Faith Based Organizations", specifically including the provision for written notice to current or prospective program beneficiaries.
- **Americans with Disabilities Act:** Applicants must comply with the requirements of the Americans with Disabilities Act (ADA), Public Law 101-336, which prohibits discrimination on the basis of disability including provision to provide reasonable accommodations.

Filing a Complaint - If the applicant or any of its employees, contractors, vendors, or program beneficiaries has a discrimination complaint, they may file a complaint with the applicant, with FDLE, or with the Office for Civil Rights.

Discrimination complaints may be submitted to FDLE at Office of the Inspector General, Post Office Box 1489, Tallahassee, Florida 32302-1489, or online at info@fdle.state.fl.us. Any discrimination complaints filed with FDLE will be reviewed by FDLE's Inspector General and referred to the Office for Civil Rights, the Florida Commission on Human Relations, or the Equal Employment Opportunity Commission, based on the nature of the complaint.

Discrimination complaints may also be submitted to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, Northwest, Washington, D.C. 20531, or by phone at (202) 307-0690.

Intergovernmental Review: The FY19 JAG program is subject to Executive Order 12372. As a result, FDLE may provide information regarding subrecipient applications to the state single point of contact to satisfy this requirement.

Match

Match is not required for the JAG program. However, if a subrecipient identifies match on an application that is approved for award, the match portion will be required.

Administrative Costs

Administrative costs/fees are not eligible on JAG subawards.

Prohibited Uses & Expenditures

JAG funds may not be used to supplant state or local funds. Funds must only be used to increase the amount of funds that would, in the absence of federal funds, be made available for the given activities. (See the [JAG FAQs](#) for examples of supplanting).

Trinkets such as hats, mugs, portfolios, t-shirts, coins, gift bags, etc., may not be purchased as giveaways with grant funds.

Additionally, there are other prohibited expenditures defined in JAG Program statute as set out in 34 U.S.C. § 10152, regulations or executive order.

If an agency wishes to use JAG funds for a prohibited item, the agency must request a waiver to obtain BJA certification prior to purchasing the item. For examples of allowable vehicles that do not require BJA certification, refer to the [JAG FAQs](#).

Costs Requiring Pre-Approval

The following cost elements require prior approval from FDLE and/or BJA:

Methamphetamine Mitigation Plans

Any program that funds any portion of methamphetamine laboratory operations or clean-up must complete a Meth Mitigation Plan that includes the nine protective measures or components required by BJA. If an agency's application requests funding related to meth lab mitigation, review the BJA website related to [NEPA compliance](#) (including information regarding meth labs) and contact FDLE's Office of Criminal Justice Grants for further assistance.

Publications and Other Media

All media created, published, and/or altered using federal grant funds must be reviewed and approved by FDLE and/or BJA prior to release or distribution. This includes any curricula, training materials, brochures, or other written materials that will be published, including web-based materials and web site content, as well as all audio or video materials, including Public Service Announcements. Grantees must submit a draft of each proposed item to OCJG **no later than thirty (30) days prior** to the targeted dissemination date. For items containing videos, a transcript may be provided with screenshots or a description of the visual portion.

All materials publicizing or resulting from award activities shall contain the following statements:

"This project was supported by Award No. 2019-MU-BX-0036 awarded by the Bureau of Justice Assistance, Office of Justice programs. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the authors and do not necessarily reflect the views of the Department of Justice or grant-making component."

This requirement does not apply to the purchase or reproduction of existing materials or items created by other agencies or vendors, for example, crime prevention brochures, unless the subrecipient alters the item in any way. Neither does this requirement apply to items serving only to advertise an event or the availability of services. Please contact FDLE's grant's office with questions or to clarify the applicability of pre-approval requirements.

NEPA

Any improvement, building or construction project will require pre-approval to ensure compliance with the National Environmental Policy Act (NEPA). This may include relatively minor activities such as installing fence posts, security or surveillance cameras, or anchoring any item to the ground. If the grant will fund any activities that may fall under this requirement, review the subaward standard condition related to NEPA and the section of the BJA web site related to [NEPA compliance](#) and contact FDLE's grant's office for assistance.

Sole Source

If a subrecipient requests to procure goods or services by sole source to a single vendor, a sole source justification must be submitted to FDLE for approval prior to the obligation of grant funds. For a sole source procurement over the federal Standard Acquisition Threshold (SAT) of \$250,000, written pre-approval must be obtained from both FDLE and DOJ. Subrecipients should submit the completed "Sole Source Justification" form with the application or as soon as the procurement method is known.

Sole source approval applies to the amount of the total procurement, regardless of the amount of federal investment in the purchase.

Before submitting a request for a sole source procurement, applicants should carefully review the conditions governing this type of procurement (see [2 C.F.R. § 200.320\(f\)](#)).

Conference/Meeting/Training Costs

OJP policy and guidance encourages minimization of conference, meeting, and training costs; sets cost limits, which include a general prohibition of all food and beverage costs; and requires prior written approval of most conference, meeting, and training expenditures. Subawards requesting to use grant

funds for meetings, trainings, or conferences may be required to complete and submit an OJP event submission form upon request from FDLE and/or OJP.

JAG Program and Additional Requirements

For FY19, subrecipients will be required to complete the following documents at the time of application; failure to do so may result in the withholding of funds until items are received.

Subaward Management Capabilities and Compliance Questionnaire

All applicants are required to complete the Subaward Management Questionnaire, and submit to OCJG with their application. FDLE will use this form to validate a subrecipient's eligibility to apply, receive, and maintain a federal JAG subaward. Additionally, this validation will allow FDLE to expedite the monitoring process and ensure all subrecipients are in compliance with program requirements.

Lobbying, Debarment and Drug Free Workplace Certification

Subrecipients are not permitted to use federal funds, directly or indirectly, in support of any lobbying activity. A subrecipient receiving or requesting an award exceeding \$100,000 must certify compliance with this requirement.

Additionally, a person/agency that is debarred, suspended, declared ineligible or is voluntarily excluded is prohibited from receiving federal funds under this grant program. All subrecipients must certify the subgrantee organization, and any vendor or lower tiered subrecipient, is eligible to receive these funds.

In compliance with the Drug-Free Workplace Act of 1988, state agencies applying for federal grant funding under this program must certify compliance with establishing and maintaining a drug-free work environment.

Failure to submit the "Lobbying, Debarment and Drug Free Workplace Certification" to FDLE with the application may result in a withholding of funds condition on the subaward until the requirement is satisfied.

Contractual Services Subrecipient vs. Contractor Determination

Subrecipients utilizing funds in the Contractual Services budget category must adhere to the subcontracting requirements below. All subrecipients should review the "[OJP Subaward vs. Procurement Toolkit](#)" for information regarding the two types of subcontracting.

1. Any applicant using grant funds in the Contractual Services budget category must complete and submit a subrecipient or contractor determination checklist for each contracted services item to FDLE with the application.
2. The application must contain detailed information regarding the type of subcontracting (subrecipient or contractor) and the method of procurement for the subcontract.
3. An applicant proposing to enter into a subrecipient contracting relationship must request approval to subaward in the grant application and be able to adhere to and document compliance with requirements and provisions for pass-through entities in [2 C.F.R. §200.331](#).
4. Applicants entering into a contractor relationship must adhere to the local unit of government's written procurement policies and procedures to the extent they are consistent with or more stringent than the procurement standards outlined in [2 C.F.R. § 200.318-326](#).

Body Armor

Body armor purchased with JAG funds may be purchased at any threat level, make or model from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice (NIJ) ballistic or stab standards and the body armor purchased must be made in the United States. The latest NIJ standards information can be found at: <https://www.nij.gov/topics/technology/body-armor/Pages/standards.aspx>.

Body armor or armor vests purchased with FY 2019 JAG funds must also be "uniquely fitted vests" (see 34 U.S.C. § 10202(c)(1)(A)) requiring that grantees using JAG funds to purchase armor vests or body armor comply with requirements established for Bulletproof Vest Program (BVP) grants. For these purposes, "uniquely fitted vests" means protective (ballistic or stab-resistant) armor vests that conform to the individual wearer to provide the best possible fit and coverage, through a combination of: (1) correctly sized panels and carrier, determined through appropriate measurement, and (2) properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features. The requirement that body armor be "uniquely fitted" does not require body armor that is individually manufactured based on the measurements of an individual wearer. In support of OJP's efforts to improve officer safety, the American Society for Testing and Materials (ASTM) International has made available the Standard Practice for Body Armor Wearer Measurement and Fitting of Armor ([Active Standard ASTM E3003](#)) available at no cost.

Prior to the use of JAG funds for the purchase of body armor, the agency must certify a written mandatory wear policy is in effect, and applicable to all uniformed officers. Guidance and FAQs for the mandatory wear policy and certification can be found at: <https://www.bja.gov/Funding/JAGFAQ.pdf>.

Body Worn Camera (BWC) Purchases

JAG funds may be used to purchase equipment or to implement and/or enhance BWC programs. Subrecipients using JAG funds for BWC programs must certify the law enforcement agency receiving funds has policies and procedures in place relating to equipment use, data storage, privacy, victims, access, disclosure and training.

Any subrecipient intending to use grant funds for BWC-related expenses that does not have policies and procedures in place will have funds withheld until a certification is submitted by OCJG and DOJ Bureau of Justice Assistance. Information regarding BWC policies, resources and best practices can be found at: <https://www.bja.gov/bwc>.

Law Enforcement Agency Training Information

Any law enforcement agency receiving funds under a JAG subaward must submit performance accountability metrics data for the **2019 calendar year** related to training on: use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public. These metrics will be collected via questionnaire from FDLE's grants office and reported to BJA's Performance Management Tool (PMT).

DNA Testing of Evidentiary Materials and Upload of DNA Profiles to a Database

If JAG funds will be used for DNA testing of evidentiary materials, any resulting eligible profiles must be uploaded to the Combined DNA Index System (CODIS) by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other non-governmental DNA database without prior written approval from FDLE's grants office and BJA.

Interoperable Communications

Subrecipients utilizing FY19 JAG funds to support emergency communications activities should review the most recent [SAFECOM Guidance](#). This includes the purchase of interoperable communications equipment and technology such as voice-over-internet-protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) waiver order.

Additionally, to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, subrecipients are required to comply with DOJ's [Global Justice Information Sharing Initiative](#) guidelines and recommendations. All subrecipients shall document planned approaches to information sharing and describe their compliance, or provide detailed justification for why an alternative approach is recommended.

Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)

Each applicant must respond to the following questions within their application:

- 1) Does your jurisdiction have any laws, policies, or practices related to whether, when, or how employees may communicate with DHS or ICE?
- 2) Is your jurisdiction subject to any laws from a superior political entity (e.g. a state law that binds a city) that meet the description in question 1?
- 3) If yes to either:
 - Please provide a copy of each law or policy.
 - Please describe each practice.
 - Please explain how the law, policy, or practice complies with section 1373.

Note: Responses to these questions must be provided by the applicant as part of the JAG application. Further, the requirement to provide this information applies to all tiers of JAG funding and for all subawards made to state or local government entities, including public institutions of higher education. All subrecipient responses must be submitted to FDLE. Responses to these questions are not required from subrecipients that are a tribal government/organization, a nonprofit organization, or a private institution of higher education.

NEW Requirements for Fiscal Year 2019

The following new requirements may require specific action on the subrecipient's part:

Death in Custody Reporting

Beginning in FY 2019, OCJG will begin collecting data regarding in-custody deaths, in accordance with the Death in Custody Reporting Act (DCRA), which requires states and federal law enforcement agencies to report certain information to the Attorney General regarding the death of any person during interactions with law enforcement officers or while in custody. For the purposes of this requirement, a reportable death is **any** death -including deaths attributed to suicide, accident, or natural causes- that occurred during interactions with law enforcement personnel or while the decedent was in custody, under supervision or under the jurisdiction of a state or local law enforcement or correctional agency, such as a jail or prison.

OCJG will collect this information as a requirement of the state's Edward Byrne Memorial Justice Assistance Grant (JAG) award, and will report this data quarterly to the Bureau of Justice Assistance (BJA) via the BJA Performance Management Tool (PMT). Each quarter, state and local law enforcement or correctional agencies will need to identify all reportable deaths that occurred in their jurisdictions during the reporting period and provide the following information about the circumstances of the death:

- The decedent's first, middle, and last name, gender, race, ethnicity, and year of birth
- The date, time, and location of the death
- Type of facility in which the death occurred
- Date of facility admission/arrest
- The law enforcement or correctional agency involved
- Manner of death
- Brief description of circumstances of death

We recognize that all of the requested information may not be available at the time of reporting. Please provide as much information as possible for each reported death.

The form to report this information can be found on the department's [website](#) and must be submitted no later than 15 days after the end of the reporting period to criminaljustice@fdle.state.fl.us.

Employment Eligibility Verification

Subrecipients must ensure that as part of the hiring process for any position that is or will be funded (in whole or in part) with award funds, the employment eligibility of the individual being hired is properly verified in accordance with the provisions of 8 U.S.C. 1324a(a)(1) and (2). The subrecipient may choose to participate in, and use E-Verify (www.e-verify.gov), provided an appropriate person authorized to act

on behalf of the subrecipient entity uses E-Verify to confirm employment eligibility for each position funded through this award.

Determination of Suitability to Interact with Minors

Any subrecipient indicating that a purpose of some or all of the activities to be carried out under the subaward is to benefit a set of individuals under 18 years of age, must make determinations of suitability before certain individuals may interact with participating minors. The requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP website at <https://ojp.gov/funding/Explore/Interact-Minors.htm>.

State and Federal Transparency

Subaward agreements and information supplied to FDLE for grant management and payment purposes will be used to report to the following mandatory state and federal transparency systems.

Florida Accountability and Contract Tracking System (FACTS)

This grant agreement, all corresponding information and a copy of the grant document, is provided to FACTS to meet requirements under Chapter 2013-54 and 2013-154 Laws of Florida.

Exemption from FACTS

The SIMON grant management system allows for partial or complete contract exemption from FACTS for those agreements containing information exempt from public records. Please be aware, in the event that your agency's submission contains confidential and/or exempt information prohibited from public dissemination under Florida's Public Records Law, Chapter 119, Florida Statutes, the subrecipient agency bears the responsibility for applying proper redactions. Otherwise, any and all records submitted may be released without redactions.

Federal Funding Accountability and Transparency Act (FFATA)

The Federal Funding Accountability and Transparency Act (FFATA) was signed on September 26, 2006, with the intent to empower every American with the ability to hold the government accountable for each spending decision. The end result is to reduce wasteful spending in the government. The FFATA legislation requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is USASpending.gov. FDLE is required to report subaward data to FFATA as well.

Length of Award and Distribution of Funds

Length of the Award

JAG-Countywide awards will be approved for a six (6) to eighteen (18) month project period between October 1, 2019 and September 30, 2021.

Distribution of Funds

Grant funds are distributed on a cost reimbursement basis, with the ability to advance, for satisfactory performance of eligible activities. Payment requests can be submitted on a monthly or quarterly basis and should include total expenditures for the reporting period. Reimbursements will be processed in conjunction with the receipt and review of programmatic performance reports to determine successful completion of minimum performance deliverables as specified in the agreement.

Application Deadline

Applications should be submitted via the FDLE Subgrant Information Management Online ([SIMON](#)) grant management system by **May 15, 2020**.

Please see **Appendix A: Application Timeline** for other important dates.

NOTE: Our application process has changed. Signature pages and mailed copies are NOT required at the time of application submission. The OCJG grant manager will request signature pages after a complete review of the application and prior to approval.

How to Apply

Failure to follow application instructions may result in the incursion of a special condition at the time of award.

Applications must be submitted via FDLE's online grants management system, SIMON, which can be accessed at <http://simon.fdle.state.fl.us>.

Access codes are required to begin an application in SIMON. The SIMON announcement code for FY19 JAG subawards are provided to each County Coordinator designated and approved by the County to facilitate the application process for each jurisdiction. OCJG updates the contact information for designated county coordinators on the website. Applicants are encouraged to contact their County Coordinators to obtain the necessary information required to apply.

For a step-by-step guide on how to complete an application in SIMON, please review the [SIMON User Manual](#).

In order to apply in the system, the organization and user(s) must be registered in SIMON. For questions or issues related to organization or user accounts, please contact the SIMON Help Desk at (850) 617-1250 or criminaljustice@fdle.state.fl.us.

Application Requirements

Applications submitted under this solicitation must adhere to federal, state and program specific requirements. For more information related to properly developing and writing an application to meet many of the state and federal contract requirements, please review the [OCJG Grant Writing Guide](#).

Problem Identification

This section contains a general summary of the criminal justice activity, problem or issue that will be addressed with grant funds. In addition, the Problem Identification should include data to support the problem description; and what has been done to date to address the specific problem.

Project Summary / Scope of Work

The scope of work (SOW) should describe how the problem above will be addressed and how proposed activities relate to the grant program priorities. This section should identify each activity, objective, task, and/or responsibility that will be completed or provided. Additionally, it should identify who will provide/receive services, standards or levels of service to be delivered, anticipated project outcomes or impacts resulting from these activities, and any performance or documentation that will be produced or maintained in support of the project.

In addition, the SOW should provide a clear understanding of the project design and implementation plan, a general timeline for completion of project tasks/activities, the capabilities and competencies of the applicant, and the plan for collecting data for performance reporting.

Project Director Assignment

A Project Director must be assigned by selecting the "Assign Role" button on the Subgrantee Contacts menu.

The assigned Project Director should be a person who is aware of all facets of the program –

programmatic and financial – or have the ability to easily communicate with individuals responsible for various project activities. The Office of Criminal Justice Grants will use the assigned Project Director as the primary Point-of-Contact for grant related correspondence.

Performance

FDLE requires subrecipients to report performance either monthly or quarterly through the SIMON system. The objectives and measures will be based on federal JAG program requirements as identified by DOJ. Please note that performance reporting is a federal program requirement; failure to provide performance data by the deadline will result in withholding of funds.

Financial / Budget

The financial/budget section should provide a detailed computation for each cost element for which funding is requested. The budget should list each item with the total cost and show how it was calculated, be mathematically sound, and correspond with the information and figures provided. The budget narrative should thoroughly and clearly describe every category of expense. Proposed budgets should be complete, cost effective, and allowable. Applicants should demonstrate how costs will be maximized for effectiveness in relation to potential alternatives and the goals of the project.

If funds are requested for the contracted services budget category, applicants must indicate whether requested costs are for procurement contracts or subawards. Each cost element in the contracted services budget category will be required to have a completed subrecipient/contractor determination checklist submitted in conjunction with the application.

Standard Conditions

The standard conditions provide detailed compliance requirements for subrecipients upon signed acceptance of the subaward. It is imperative all persons involved with this subaward read the standard conditions. Failure to comply with the provisions outlined in the standard conditions may result in project costs being disallowed.

Appendix A Application Timeline

April 24, 2019	Florida received notice of final state JAG appropriation from U.S. Department of Justice.
August 22, 2018	FDLE Office of Criminal Justice Grants (OCJG) submitted the State of Florida application for FY19 Byrne JAG funding.
October 25, 2019	Florida accepted the state's FY19 federal JAG award.
March 6, 2020	OCJG released JAGC subgrant solicitation on the department's website; Notification emails sent to chief officials.
April 6, 2020	Deadline for BOCCs to respond to OCJG with Certification of Participation and designation of County Coordinator.
Ongoing	Upon receipt of BOCC COP and County Coordinator designation; OCJG provides County Coordinator with application information and SIMON announcement code to distribute to all application managers in their respective counties.
May 15, 2020	Deadline for County Coordinators to submit required 51% letters to OCJG advising of applications that will be submitted from agencies within their respective counties.
May 15, 2020	Deadline to submit applications in FDLE's electronic grants management system (SIMON).

Appendix B

Application Checklist

What Each County Should Do - Pre-Application

- ☐ Submit a signed *Certificate of Participation* designating a County Coordinator
- ☐ Assure all 51% letters for the county have been completed and submitted to OCJG

What Each Applicant Should Do – Pre-Application

- ☐ Acquire a DUNS Number
- ☐ Acquire or renew registration with SAM.gov
- ☐ For new users, request SIMON account
- ☐ For existing users, verify SIMON username/password and contact information
- ☐ Obtain an *EEO Certification* via EEO Reporting Tool
- ☐ Read the FDLE subaward Special Conditions and DOJ Grants Financial Guide

Additional Requirements

- ☐ Complete the Subaward Management Capabilities and Compliance Questionnaire
- ☐ Complete a Lobbying, Debarment and Drug Free Workplace Certification (for state agencies and local units of government, if applicable)
- ☐ Complete a Subrecipient or Contractor checklist for each cost element requested in the Contracted Services budget category
- ☐ Complete a Body Armor Mandatory Wear Policy Certification (if applicable)
- ☐ Complete a Confidential Funds Certification (if applicable)
- ☐ Complete a Sole Source Justification form (if applicable)

Appendix C
FY19 JAGC County Allocation

County	County Allocation	County	County Allocation
Alachua	\$84,369	Lake	\$87,350
Baker	\$32,157	Lee	\$184,284
Bay	\$91,029	Leon	\$101,800
Bradford	\$43,429	Levy	\$35,415
Brevard	\$145,587	Liberty	\$19,441
Broward	\$395,109	Madison	\$51,390
Calhoun	\$21,802	Manatee	\$117,694
Charlotte	\$66,748	Marion	\$94,003
Citrus	\$44,201	Martin	\$61,645
Clay	\$54,076	Monroe	\$64,248
Collier	\$93,181	Nassau	\$44,988
Columbia	\$45,234	Okaloosa	\$73,373
Dade	\$624,197	Okeechobee	\$61,098
Desoto	\$35,743	Orange	\$320,718
Dixie	\$26,294	Osceola	\$93,965
Duval	\$256,788	Palm Beach	\$312,028
Escambia	\$115,566	Pasco	\$120,025
Flagler	\$38,526	Pinellas	\$268,112
Franklin	\$41,760	Polk	\$185,837
Gadsden	\$28,497	Putnam	\$61,756
Gilchrist	\$25,561	Santa Rosa	\$48,626
Glades	\$15,342	Sarasota	\$104,418
Gulf	\$43,128	Seminole	\$125,400
Hamilton	\$54,128	St. Johns	\$60,144
Hardee	\$40,638	St. Lucie	\$92,153
Hendry	\$74,153	Sumter	\$46,717
Hernando	\$54,382	Suwannee	\$36,701
Highlands	\$59,341	Taylor	\$37,072
Hillsborough	\$325,653	Union	\$17,147
Holmes	\$24,959	Volusia	\$144,648
Indian River	\$57,294	Wakulla	\$23,284
Jackson	\$27,876	Walton	\$32,662
Jefferson	\$33,281	Washington	\$31,545
Lafayette	\$20,249		
		Total	\$6,299,965

BONITA SPRINGS CITY COUNCIL		GREEN SHEET:	20-05-103
AGENDA ITEM SUMMARY			
REQUESTED MOTION: Review of March 2020 Monthly Capital Improvement Projects Report			
MEETING DATE: 5/6/2020			
AGENDA:		REQUIREMENT/PURPOSE: (Specify)	REQUESTOR OF INFORMATION:
☐ PRESENTATIONS	☐ STATUTE	Anne K. Wright, CPA, CGFO Finance Director	
☒ CONSENT	☐ ORDINANCE		
☐ PUBLIC HEARING	☐ ADMIN. CODE		
☐ MAYOR AND COUNCIL MEMBER ITEMS	☒ OTHER		
☐ MAYOR AND COUNCIL MEMBER'S REPORTS			
☐ CITY ATTORNEY ITEMS			
☐ CITY MANAGER ITEMS			
BACKGROUND: Attached is the Capital Improvement Projects Monthly Report as of March 31, 2020. This report categorizes the capital projects by the City Council's adopted Strategic Priorities. Also, subtotals are presented for the multiple projects that make up the total FY 2020 remaining available funding as of March 31, 2020 for the Bonita Beach Road Visioning and Quadrant initiative totaling \$10,778,469 and the Sidewalks and Multi-Use Pathways initiative totaling \$11,828,506. As of March 31, 2020, the total Capital Improvement Project budget, including carry-over from the prior year and current year amendments, is \$49,566,548. Project expenditures as of March 31, 2020 for the year ending September 30, 2020 total \$3,680,406. This report is provided for informational purposes.			
IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☒ YES ☐ NO IF YES, WHICH STRATEGIC OBJECTIVE? Government Transparency			
STAFF RECOMMENDATIONS: Review the March 2020 Monthly Capital Improvement Projects Status Report			
REVIEWED BY: City Manager:  City Attorney: _____ City Clerk: _____ Department Director: _____			
COUNCIL ACTION: ☐ APPROVED ☐ DENIED ☐ DEFERRED ☐ OTHER			

CAPITAL IMPROVEMENT PROJECTS MONTHLY REPORT

as of March 31, 2020

Capital Projects		Funding/Revenue Source	Budget Carry-over from FY 2019 approved by Council on 12/18/19	FY 2020 Adopted Budget	FY 2020 Adopted Budget with Budget Carry-over and FY 2020 budget transfers	FY 2020 Expenditures as of March 31, 2020	Budget Variance as of March 31, 2020
Account	Project Description						
IMPROVE STORM WATER MANAGEMENT (1st STRATEGIC PRIORITY)							
30.250.538.6802	Spring Creek Restoration Plan	General Fund	110,104	-	110,104	103,099	7,005
30.250.538.6810	Storm Water Drainage Improvement Concepts	General Fund	-	-	-	4,035	(4,035)
30.250.538.6809	Spring Creek/Bonita Springs Golf Course Flood Improvement	General Fund	-	2,475,000	2,475,000	14,526	2,460,474
		Local Mitigation Strategy Grant	-	7,425,000	7,425,000	-	7,425,000
		TOTAL	-	9,900,000	9,900,000	14,526	9,885,474
30.250.538.6807	Logan Blvd Regional Floodway/Drainage	General Fund	564,855	-	564,855	26	564,829
		Local Mitigation Strategy Grant	1,762,500	-	1,762,500	-	1,762,500
		TOTAL	2,327,355	-	2,327,355	26	2,327,329
30.250.538.6806	Pine Lake Preserve	Local Mitigation Strategy Grant	712,500	-	712,500	-	712,500
		General Fund	237,500	-	237,500	-	237,500
		TOTAL	950,000	-	950,000	-	950,000
30.250.538.6808	Storm Water Utility	General Fund	-	55,000	55,000	10,941	44,059
30.250.538.6100	Land acquired for storm water purposes	General Fund	-	2,671,936	2,671,936	1,800	2,670,136
TOTAL IMPROVE STORM WATER MANAGEMENT			3,387,459	12,626,936	16,014,395	134,427	15,879,968
TRANSPORTATION (2nd STRATEGIC PRIORITY)							
Bonita Beach Road Visioning and Quadrant:							
30.250.541.6317	Bonita Bch Rd/US 41 Quadrant	General Fund	182,913	-	182,913	-	182,913
		Gas Tax	899,988	-	899,988	-	899,988
		Road Impact Fee	6,003,186	3,750,000	9,753,186	1,178,438	8,574,748
		TOTAL	7,086,087	3,750,000	10,836,087	1,178,438	9,657,649
30.250.541.6318	Bonita Bch Rd Vision Implementation	General Fund	1,070,820	50,000	1,120,820	-	1,120,820
TOTAL Bonita Beach Road Visioning and Quadrant			8,156,907	3,800,000	11,956,907	1,178,438	10,778,469
Sidewalks and Multi-Use Pathways:							
30.250.541.6320	Multi-Use Pathways & Sidewalks	General Fund	481,794	50,000	531,794	47,249	484,545
		Gas Tax	478,127	-	478,127	-	478,127
		Road Impact Fee	493,479	-	493,479	-	493,479
		Grant - CDBG	-	300,000	300,000	-	300,000
		Park Impact Fee	608,749	-	608,749	7,577	601,172
		TOTAL	2,062,149	350,000	2,412,149	54,826	2,357,323

CAPITAL IMPROVEMENT PROJECTS MONTHLY REPORT

as of March 31, 2020

Capital Projects		Funding/Revenue Source	Budget Carry-over from FY 2019 approved by Council on 12/18/19	FY 2020 Adopted Budget	FY 2020 Adopted Budget with Budget Carry-over and FY 2020 budget transfers	FY 2020 Expenditures as of March 31, 2020	Budget Variance as of March 31, 2020
Account	Project Description						
30.250.541.6332	Cochran St./ Pauling Lane Multi-use Pathway	Grant - CDBG	6,065	-	6,065	4,165	1,900
30.250.541.6333	Bonita Drive Pathway-Old 41 to Streetsboro Lane	Grant - CDBG	116,083	-	116,083	57,418	58,665
30.250.541.6334	Maddox Lane Sidewalk	Road Impact Fee	17,995	-	17,995	5,552	12,443
30.250.541.6335	W. Terry St Pathway Extension East of Pine Ave.	Grant - CDBG	23,871	-	23,871	-	23,871
30.250.541.6336	Imperial Shores Blvd Sidewalk	Road Impact Fee	30,823	-	30,823	18,295	12,528
30.250.541.6323	W. Terry St. Multi-Use Pathway	Park Impact Fee	1,575,193	400,000	1,975,193	506,962	1,468,231
		Road Impact Fee	623,097	1,359,541	1,982,638	-	1,982,638
		Grants- Other	200,000	-	200,000	-	200,000
		General Fund	-	475,000	475,000	-	475,000
		Grant - CDBG	543,341	-	543,341	370,979	172,362
		TOTAL	2,941,631	2,234,541	5,176,172	877,941	4,298,231
30.250.541.6324	Sun Trail	Park Impact Fee	50,000	-	50,000	-	50,000
		Road Impact Fee		5,000,000	5,000,000	-	5,000,000
		TOTAL	50,000	5,000,000	5,050,000	-	5,050,000
30.250.541.6331	Pine Ave. Multi-use Pathway	Grant - CDBG	23,395	-	23,395	9,850	13,545
TOTAL Sidewalks and Multi-Use Pathways			5,272,012	7,584,541	12,856,553	1,028,047	11,828,506
30.250.541.6908	Logan Boulevard	Gas Tax	500,000	-	500,000	6,985	493,015
30.250.541.6300	Minor Road, Sidewalk & Drainage Improvements	Gas Tax	-	250,000	250,000	73,062	176,938
30.250.541.6308	Asphalt Overlays	Gas Tax	60,163	300,000	360,163	98,655	261,508
30.250.541.6319	Roadway Restriping	Gas Tax	-	250,000	250,000	-	250,000
30.250.541.6321	Rail Road Crossing Improvements	Gas Tax	13,255	340,000	353,255	-	353,255
TOTAL TRANSPORTATION			14,002,337	12,524,541	26,526,878	2,385,187	24,141,691
ENVIRONMENTAL PROTECTION (4th STRATEGIC PRIORITY)							
30.000.537.6100	Water Issues/Land Acquisition from willing sellers	Building Fees (A)	57,700	-	57,700	-	57,700
		General Fund	5,060	200,000	205,060	-	205,060
		TOTAL	62,760	200,000	262,760	-	262,760
30.611.537.6000	Beach Renourishment 2024	General Fund	418,588	110,000	528,588	-	528,588
TOTAL ENVIRONMENTAL PROTECTION			\$ 481,348	\$ 310,000	\$ 791,348	\$ -	\$ 791,348
COMMUNITY AESTHETICS: DEVELOP AND IMPLEMENT URBAN DESIGN (5th STRATEGIC PRIORITY)							
30.250.541.6314	Street Light Uniformity	Gas Tax	26,826	10,000	36,826	5,300	31,526
30.000.519.6000	Exotic Removal of FPL ROW Path	General Fund	-	10,500	10,500	-	10,500

CAPITAL IMPROVEMENT PROJECTS MONTHLY REPORT

as of March 31, 2020

Capital Projects		Funding/Revenue Source	Budget Carry-over from FY 2019 approved by Council on 12/18/19	FY 2020 Adopted Budget	FY 2020 Adopted Budget with Budget Carry-over and FY 2020 budget transfers	FY 2020 Expenditures as of March 31, 2020	Budget Variance as of March 31, 2020
Account	Project Description						
31.603.572.6001	Community Park Improvements	General Fund	6,365	-	6,365	-	6,365
30.603.572.6015	Baseball Complex Master Plan	General Fund	18,672	500,000	518,672	20,368	498,304
30.603.572.6008	Comm Park Sealcoating Parking Lot	General Fund		15,000	15,000	-	15,000
30.617.572.6001	Nature Place Shade Structure	Park Impact Fee	18,000	-	18,000	-	18,000
30.604.572.6000	Pool Geothermal Heater/Chiller	General Fund	-	100,000	100,000	-	100,000
31.000.552.6311	Downtown Redevelopment	General Fund	162,869	150,000	312,869	-	312,869
31.602.572.6000	Recreation Center Improvements	General Fund	46,856	-	46,856	44,664	2,192
30.605.572.6009	Riverside Park Sealcoating Parking Lot	General Fund	-	15,000	15,000	-	15,000
30.610.572.6016	Dog Park Shade Structures	Park Impact Fee	-	38,000	38,000	23,347	14,653
31.605.572.6004	Bandshell Resod/Re-grade	General Fund	-	60,000	60,000	-	60,000
31.605.572.6008	Skate Park	Park Impact Fee	165,340	-	314,940	28,269	286,671
30.605.572.6013	Bandshell Area Improvements, Sidewalk/brick paver and flag pole holder replacement	General Fund	36,009	-	36,009	-	36,009
31.610.572.6004	E Terry St Park-Dog Park	Park Impact Fee	5,824	-	5,824	-	5,824
31.610.572.6005	Additional Trails/Entrance	Park Impact Fee	7,329	-	7,329	-	7,329
30.628.572.6001	Mayhood Park Exotics Removal	General Fund	-	60,000	60,000	-	60,000
31.615.572.6001	Resod Liles Hotel Plaza Lawn	General Fund	19,563	-	19,563	-	19,563
31.621.572.6007	River Prk-US 41	Park Impact Fee	13,430	-	13,430	(2,470)	15,900
		Grant-TDC	172,378	-	172,378	121,763	50,615
31.628.572.6000	Mayhood Playground	Park Impact Fee	14,905	-	14,905	-	14,905
30.250.541.6315	East Terry Vegetative Buffer/Wall	General Fund	67,642	-	67,642	-	67,642
30.250.541.6906	Median Landscape Enhancement	General Fund	11,261	-	11,261	-	11,261
31.604.572.6000	Pool Landscaping	General Fund	74,870	-	74,870	-	74,870
30.270.519.4910	Highway Monuments/Welcome Signs	General Fund	300,000	-	300,000	-	300,000
30.270.519.4920	Flagpole along I-75	General Fund	40,000	-	40,000	-	40,000
30.250.541.6310	FDOT Pond on Arroyal Rd	General Fund	94,243	-	94,243	-	94,243
30.270.541.6322	Imperial River US 41 Bridge Beautification Project	General Fund	114,000	-	114,000	-	114,000
30.270.519.4912	Goodbread Grocery (AKA Dixie Moon)	General Fund	42,243	100,000	142,243	-	142,243
30.250.541.6325	Logan Boulevard Landscape & Lighting	Gas Tax	316,750	200,000	516,750	516,750	-
		General Fund	656,393	-	656,393	286,874	369,519
		TOTAL	973,143	200,000	1,173,143	803,624	369,519

CAPITAL IMPROVEMENT PROJECTS MONTHLY REPORT

as of March 31, 2020

Capital Projects		Funding/Revenue Source	Budget Carry-over from FY 2019 approved by Council on 12/18/19	FY 2020 Adopted Budget	FY 2020 Adopted Budget with Budget Carry-over and FY 2020 budget transfers	FY 2020 Expenditures as of March 31, 2020	Budget Variance as of March 31, 2020
Account	Project Description						
30.270.519.4911	Urban Design	General Fund	91,746	50,000	141,746	46,821	94,925
30.270.575.6014	Everglades Wonder Gardens Café	General Fund	3,400	100,000	103,400	3,716	99,684
TOTAL COMMUNITY AESTHETICS STRATEGIC PRIORITY			\$ 2,526,914	\$ 1,408,500	\$ 4,085,014	\$ 1,095,402	\$ 2,989,612
GOVERNMENT TRANSPARENCY: INCREASE OUTREACH/ACCESSIBILITY TO CITIZENS (7th STRATEGIC PRIORITY)							
30.240.513.6400	Technology Enhancements- Community Development Building Permits	Building Fee Fund	-	1,112,000	1,112,000	-	1,112,000
TOTAL GOVERNMENT TRANSPARENCY STRATEGIC PRIORITY			\$ -	\$ 1,112,000	\$ 1,112,000	\$ -	\$ 1,112,000
OTHER							
30.240.513.6401	Technology Equipment Replacement Reserve	General Fund	-	10,000	10,000	8,185	1,815
30.270.519.6400	Vehicle Major Repairs and Replacement Reserve	General Fund	-	200,000	100,000	-	100,000
30.270.519.4909	Contingency	General Fund	13,991	-	13,991	-	13,991
		Park Impact Fee	36,610	-	36,610	-	36,610
		TOTAL	50,601	-	50,601	-	50,601
30.270.519.4924	City Facilities Major Repairs	General Fund	376,312	500,000	876,312	57,205	819,107
Total Other			426,913	710,000	1,036,913	65,390	971,523
TOTAL			\$ 20,824,971	\$ 28,691,977	\$ 49,566,548	\$ 3,680,406	\$ 45,886,142
FUNDING SOURCES							
		General Fund	5,248,069	7,957,436	13,105,505	649,509	12,455,996
		Road Impact Fee	7,168,580	10,109,541	17,278,121	1,202,285	16,075,836
		Gas Tax	2,295,109	1,350,000	3,645,109	700,752	2,944,357
		Park Impact Fee	2,495,380	438,000	3,082,980	563,685	2,519,295
		Building Fees	57,700	1,112,000	1,169,700	-	1,169,700
		Grant	3,560,133	7,725,000	11,285,133	564,175	10,720,958
		TOTAL	\$ 20,824,971	\$ 28,691,977	\$ 49,566,548	\$ 3,680,406	\$ 45,886,142
A. This funding source has environmental restrictions, i.e., Option 2 which was exercised by the developer requires that if a fee in lieu is paid to the City of Bonita Springs, the City must purchase, restore, and maintain 0.825 acres of Pine Flatwoods (or higher, oak scrub) to mitigate for this indigenous area. This fee in lieu payment was received under Zoning							

AGENDA ITEM SUMMARY**REQUESTED MOTION:** Review of March 2020 Monthly Financial Reports**MEETING DATE: 5/6/2020**

AGENDA:		REQUIREMENT/PURPOSE: (Specify)		REQUESTOR OF INFORMATION:
☐	PRESENTATIONS	☐	STATUTE	Anne Wright, CPA, CGFO Finance Director
☒	CONSENT	☐	ORDINANCE	
☐	PUBLIC HEARING	☐	ADMIN. CODE	
☐	MAYOR AND COUNCIL MEMBER ITEMS	☒	OTHER	
☐	MAYOR AND COUNCIL MEMBER'S REPORTS			
☐	CITY ATTORNEY ITEMS			
☐	CITY MANAGER ITEMS			

BACKGROUND: Financial Highlights of the General Fund for the Six Months ended March 31, 2020

- Total FY 2020 Revenues as of March 31, 2020 **are greater than** the FY 2019 Revenues as of March 31, 2019 by \$1,161,699, representing a 9.74% increase over FY 2019. This favorable variance is from increases over the prior year General Fund revenue in Ad Valorem Taxes of \$555,502, Half Cent Sales Tax of \$81,068, Code Enforcement Fines of \$66,357, Interest of \$42,251, and increases to the General Fund from the two revenue sources which in previous years were partially allocated to the Debt Service Fund: Local Communications Services Tax increase to the General Fund of \$269,108, and Electricity Franchise Fees increase to the General Fund of \$284,828, offset by decreases in Administrative Services Fees of (\$144,118) and Planning and Zoning Fees of (\$59,639).
- Total FY 2020 Revenues collected for the six months ended March 31, 2020 are 65.90% of the total Revenues budgeted for FY 2020. The majority of the property tax revenue is collected during the month of December, at which time the collected revenues percentage is historically about 45% of the budgeted amount.
- Total FY 2020 Expenditures as of March 31, 2020 **are greater than** FY 2019 Expenditures as of March 31, 2019 by \$201,194.
- FY 2020 Transfers In as of March 31, 2020 are \$2,330,032 **greater than** the FY 2019 Transfers In for the six months ended March 31, 2019, primarily resulting from the budgeted transfer in to the General Fund of the accumulated Local Communications Services Tax and Electricity Franchise Fees from the Debt Service Fund. These funds are being used towards funding the General Fund transfer to the Capital Projects Fund.
- Total FY 2020 Expenditures for the six months ended March 31, 2020 are 41.74% of the Total Expenditures budgeted for FY 2020. Although this is the sixth month of the City's fiscal year, these statements reflect payments for only five months of costs associated with certain operating expenditures which are paid in the month following the month of service.
- FY 2020 Transfers Out to Other Funds as of March 31, 2020 are \$420,329 **less than** the FY 2019 Transfers Out for the six months ended March 31, 2019.
- FY 2020 Revenues and Transfers In **are greater than** FY 2020 Expenditures and Transfers Out for the six months ended March 31, 2020 by \$8,639,429. FY 2019 Revenues and Transfers In were \$4,928,563 **greater than** FY 2019 Expenditures and Transfers Out for the six months ended March 31, 2019.

A General Fund Summary showing a comparison to the prior year is attached. Also attached is a Summary of Cash Balances and a Fund Balance Summary as of September 30, 2019.

IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☒ **YES** ☐ **NO****IF YES, WHICH STRATEGIC OBJECTIVE?** #7 Government Transparency**STAFF RECOMMENDATIONS:** Review the Financial Reports**REVIEWED BY:****City Manager:** **City Attorney:** _____**City Clerk:** _____**Department Director:** _____**COUNCIL ACTION:**

- ☐ **APPROVED**
- ☐ **DENIED**
- ☐ **DEFERRED**
- ☐ **OTHER**

General Fund	FY 2020				FY 2019	
	Amended Budget	YTD Actual March 31, 2020	Variance – Over (Under) Budget	Actual as a % of Budget	YTD Actual March 31, 2019	FY 2020 Actual Over (Under) FY 2019 Actual
Revenues:						
Taxes	\$ 9,914,804	\$ 8,737,051	\$ (1,177,753)	88.12%	\$ 7,912,327	\$ 824,724
Franchise Fees	3,115,583	1,230,068	(1,885,515)	39.48%	944,782	285,286
State Shared Revenue	5,564,040	2,362,452	(3,201,588)	42.46%	2,262,068	100,384
Other Revenues	1,258,910	753,818	(505,092)	59.88%	802,513	(48,695)
Total Revenues	\$ 19,853,337	\$ 13,083,389	\$ (6,769,948)	65.90%	\$ 11,921,690	\$ 1,161,699
Expenditures:						
General Government	\$ 6,565,421	\$ 2,439,782	\$ (4,125,639)	37.16%	\$ 2,387,843	\$ 51,939
Public Safety	2,541,622	1,246,663	(1,294,959)	49.05%	1,139,891	106,772
Physical Environment	277,022	94,907	(182,115)	34.26%	80,208	14,699
Transportation	2,564,232	1,292,563	(1,271,669)	50.41%	1,146,840	145,723
Economic Environment	27,550	27,500	(50)	99.82%	27,500	-
Human Services	173,491	7,775	(165,716)	4.48%	40,468	(32,693)
Culture & Recreation	2,474,534	1,060,150	(1,414,384)	42.84%	987,801	72,349
Hurricane Irma	156,000	-	(156,000)	0.00%	157,595	(157,595)
Total Expenditures	\$ 14,779,872	\$ 6,169,340	\$ (8,610,532)	41.74%	\$ 5,968,146	\$ 201,194
Excess (deficiency) of revenues over (under) expenditures	\$ 5,073,465	\$ 6,914,049	\$ 1,840,584		\$ 5,953,544	\$ 960,505
Other Financing Sources (Uses):						
Transfers In	\$ 2,447,189	\$ 2,385,226	\$ (61,963)	97.47%	\$ 55,194	\$ 2,330,032
Transfers Out	(13,145,505)	(659,846)	(12,485,659)	5.02%	(1,080,175)	(420,329)
Total Other Financing Sources (Uses) - net	\$ (10,698,316)	\$ 1,725,380			\$ (1,024,981)	\$ (2,750,361)
Total Surplus (Deficit)		\$ 8,639,429			\$ 4,928,563	\$ 3,710,866

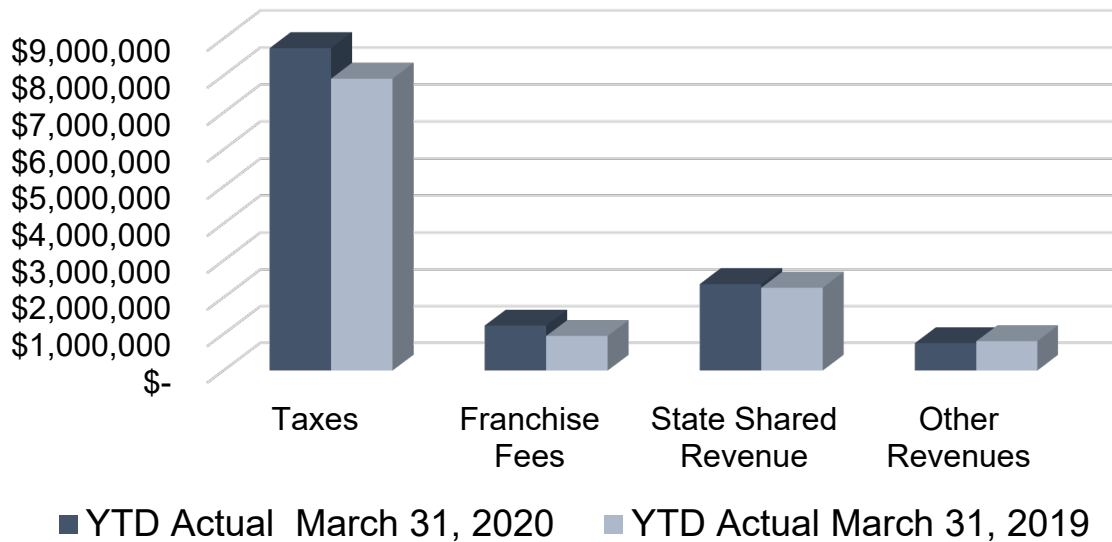
Below is the City's Cash Position as of March 31, 2020, 2019 and 2018.

	Cash Balances as of		
	3/31/2020	3/31/2019	3/31/2018
Fund:			
General Fund	\$ 24,362,932	\$ 15,971,041	\$ 13,486,854
Gas Tax	4,037,724	4,101,015	4,163,460
Road Impact Fee	20,629,975	18,521,634	10,874,040
Reg Park Impact Fee	-	-	745,163
Comm Park Impact Fee	3,222,515	3,467,979	1,851,698
Stormwater Management	1,417,568	-	-
Building Fees Fund	9,122,117	8,217,421	6,541,071
2011 Debt Fund	505,324	2,193,826	1,237,811
2014 Debt Fund	1	208,305	217,459
Downtown Revenue Sharing	300,340	-	-
Total Cash by Fund	\$ 63,598,495	\$ 52,681,221	\$ 39,117,556

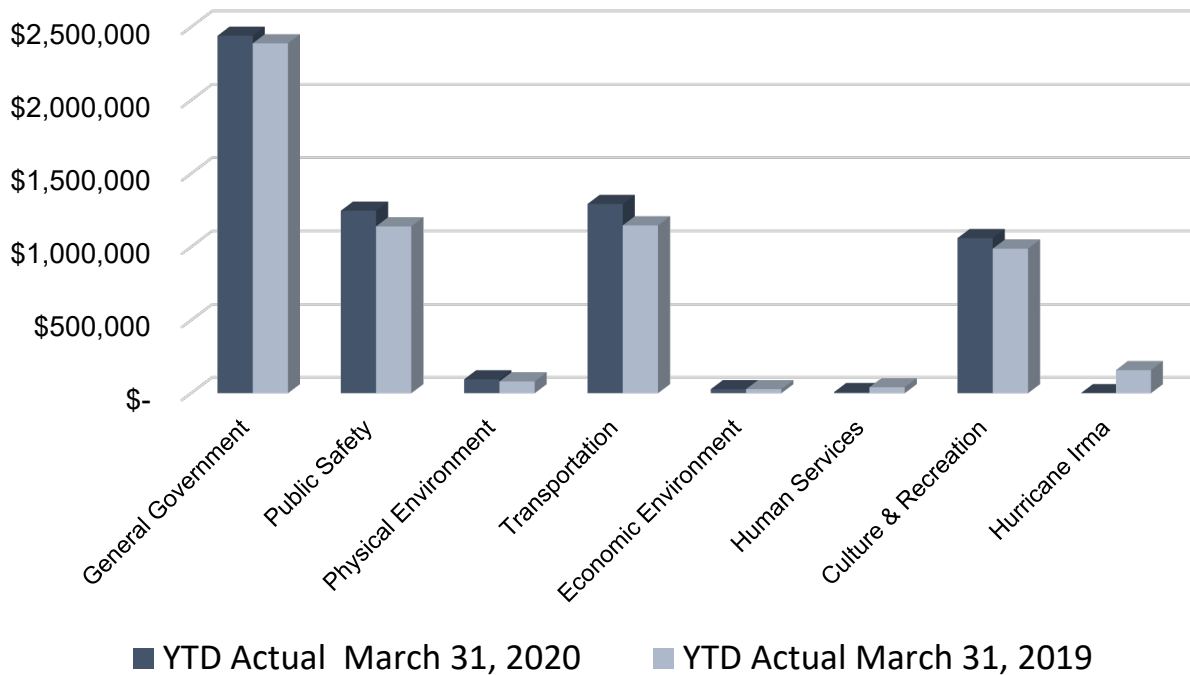
OBSERVATION:

A cash flow concern could arise if the Local Mitigation Strategy (LMS) grants and other grants for the projects in our CIP, as well as the recently approved CDBG-DR property buy-out grant, are not reimbursed on a timely basis. A reimbursement basis requires the City to make the payments for the costs upfront, as was the case with the FEMA Public Assistance Grant for funding the debris removal. We understand that with the LMS grants, we can submit invoices as they are paid and the reimbursements will be processed. With timely reimbursements, our cash flow should be able to be managed through temporary inter-fund borrowings until reimbursements are received.

General Fund Revenues as of March 31, 2020 and 2019



General Fund Expenditures as of March 31, 2020 and 2019



Fund Balance - September 30, 2019

General Fund	Special Revenue Funds				Debt Service Funds		Total Governmental Funds
	Gas Tax Fund	Road Impact Fee Fund	Park Impact Fee Fund	Building Fee Fund	2011 Debt Service	2014 Debt Service	
\$ 11,073,524	\$ 4,355,866	\$ 16,120,384	\$ 2,940,459	\$ 7,665,707	\$ 2,005,600	\$ 68,204	\$ 44,229,744
26,202,918	2,030,484	7,134,238	808,306	3,610,400	3,552,153	1,079,359	44,417,858
(19,323,563)	(933,927)	-	-	(2,726,287)	(2,557,093)	(1,076,824)	(26,617,694)
-	-	-	-	(20,000)	-	-	(20,000)
(49,490)	(37,334)	(2,173,529)	-	-	-	-	(2,260,353)
(15,838)	-	-	-	-	-	-	(15,838)
(1,843,836)	(1,031,159)	(487,849)	(263,268)	-	-	-	(3,626,112)
\$ 16,043,715	\$ 4,383,930	\$ 20,593,244	\$ 3,485,497	\$ 8,529,820	\$ 3,000,660	\$ 70,739	\$ 56,107,605

Allocation of Fund Balance by Category:

Nonspendable	\$ 425,117	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 425,117
Restricted	-	1,636,432	3,830,782	878,527	7,111,826	-	-	13,457,567
Restricted- Capital projects carry-over	-	2,295,109	7,168,580	2,495,380	57,700	-	-	12,016,769
Restricted - Capital outlay carry-over	-	-	-	-	9,383	-	-	9,383
Restricted - Subsequent Year's Budget *	-	452,389	9,593,882	111,590	1,350,911	-	-	11,508,772
Committed to:								
Capital projects carry-over	5,248,069	-	-	-	-	-	-	5,248,069
Capital outlay carry-over	33,383	-	-	-	-	-	-	33,383
Assigned:								
Disaster & Operating Reserves	5,100,000	-	-	-	-	-	-	5,100,000
Subsequent Year's Budget*	603,652	-	-	-	-	2,550,225	70,739	3,224,616
Debt Service	-	-	-	-	-	450,435	-	450,435
Other purposes	112,700	-	-	-	-	-	-	112,700
Unassigned	4,520,794	-	-	-	-	-	-	4,520,794
Total Fund Balance as of Sept 30, 2019	\$ 16,043,715	\$ 4,383,930	\$ 20,593,244	\$ 3,485,497	\$ 8,529,820	\$ 3,000,660	\$ 70,739	\$ 56,107,605

* These amounts appear in the FY 2020 Budget Book on page 4 and reflect the amounts of which the FY2020 Budget anticipates the use of September 30, 2019 fund balance.

Nonspendable fund balance - amounts that are not in a spendable form (i.e.: prepaid expense, inventories) or are long-term receivables legally or contractually required to be maintained intact.

Restricted fund balance - amounts that can be spent only for the specific purposes stipulated by external resource providers (ie: grants), constitutionally, or through enabling legislation (i.e.: impact fees, building fees). These restrictions may be changed or lifted only with the consent of resource providers.

Committed fund balance- amounts that can be used only for the specific purpose determined by a formal action of City Council. Such commitments may be changed or lifted only by the City Council taking the same formal action that imposed the constraint originally (ie: carry-forward of unspent capital outlay budgets). Amounts classified as "committed" will be so designated by Council Resolution or Ordinance, and can only be changed by the same action that initially authorized them, unless that authorizing document states otherwise (ie: City Charter, Section 47 states "An appropriation for a capital expenditure shall continue in force until expended, revised, or repealed; the purpose of any such appropriation shall be deemed abandoned if 3 years pass without any disbursement from or encumbrance of the appropriation.)

Assigned fund balance - amounts intended to be used by the City for specific purposes. City Council delegates the authority to classify fund balance as "assigned" to the City Manager.

Unassigned fund balance - amounts of General Fund fund balance not contained in the other classifications. Unassigned amounts are available for any purpose. If a governmental fund, other than the General Fund, has a fund balance deficit, it will be reported as a negative amount in the unassigned classification as these funds can never have a positive amount classified as unassigned.

City of Bonita Springs, Florida

Balance Sheet as of March 31, 2020

	General Fund	Special Revenue Funds							Debt Service Fund Downtown Redevelopment	Debt Service Fund 2011 Debt	Total Governmental Funds	
		Impact Fee Funds		Gas Tax	Grants	Building Fees	Downtown Area Revenue Sharing	Stormwater Management				
		Road	Park									
ASSETS												
Cash and cash equivalents	\$ 24,362,932	\$ 20,629,975	\$ 3,222,515	\$ 4,037,724	\$ -	\$ 9,122,117	\$ 300,340	\$ 1,417,568	\$ 1	\$ 505,324	\$ 63,598,495	
Restricted Cash	-	-	-	-	-	-	-	-	-	-	-	
Receivables (net)	413,583	-	-	-	-	-	-	-	-	-	413,583	
Due from other funds	204,693	-	-	-	-	-	-	-	-	-	204,693	
Due from other governments	-	-	-	-	-	-	-	-	-	-	-	
Advances to other funds	-	-	-	-	-	-	-	-	-	-	-	
Total assets	\$ 24,981,208	\$ 20,629,975	\$ 3,222,515	\$ 4,037,724	\$ -	\$ 9,122,117	\$ 300,340	\$ 1,417,568	\$ 1	\$ 505,324	\$ 64,216,771	
LIABILITIES AND FUND BALANCES												
Liabilities:												
Accounts and contracts payable	\$ 89,254	\$ 2,397	\$ -	\$ 28,401	\$ 18,892	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 138,944	
Accrued liabilities	169,500	-	-	-	-	-	-	-	-	-	169,500	
Due to other funds	-	-	-	-	204,693	-	-	-	-	-	204,693	
Due to other governments	39,309	106,916	-	-	-	-	-	-	-	-	146,225	
Unearned revenue	-	-	-	-	-	-	-	-	-	-	-	
Total liabilities	298,063	109,312	-	28,401	223,585	-	-	-	-	-	659,362	
Total fund balances, beginning of the year	16,043,716	20,593,244	3,485,497	4,383,930	-	8,529,820	-	-	70,739	3,000,659	56,107,605	
Revenues and Other Financing Sources over (under)												
Expenditures and Other Financing Uses for the period ended March 31, 2020	8,639,429	(72,582)	(262,982)	(374,607)	(223,585)	592,296	300,340	1,417,568	(70,738)	(2,495,335)	7,449,805	
Fund balances as of March 31, 2020	24,683,145	20,520,663	3,222,515	4,009,323	(223,585)	9,122,117	300,340	1,417,568	1	505,324	63,557,410	
Total liabilities and fund balances	\$ 24,981,208	\$ 20,629,975	\$ 3,222,515	\$ 4,037,724	\$ 0	\$ 9,122,117	\$ 300,340	\$ 1,417,568	\$ 1	\$ 505,324	\$ 64,216,771	



City of Bonita Springs, FL

General Fund Budget Report

Group Summary

For Fiscal: 2019-2020 Period Ending: 03/31/2020

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 00 - General Fund					
Revenue					
311 - Ad Valorem Taxes	8,642,600.00	8,642,600.00	138,362.03	8,177,503.64	465,096.36
315 - Communications Services Taxes	1,231,504.00	1,231,504.00	113,532.91	548,218.28	683,285.72
316 - Local Business Taxes	35,700.00	35,700.00	1,066.17	7,929.30	27,770.70
319 - Other General Taxes	5,000.00	5,000.00	1,450.00	3,400.00	1,600.00
323 - Franchise Fees	3,115,583.00	3,115,583.00	216,972.59	1,230,068.01	1,885,514.99
329 - Other Permits, Fees & Special Assessment	79,125.00	79,125.00	1,205.00	41,270.00	37,855.00
335 - State Shared Revenue	5,564,040.00	5,564,040.00	500,553.91	2,362,451.70	3,201,588.30
341 - General Government	525,680.00	525,680.00	18,628.00	206,304.49	319,375.51
343 - Physical Environment	96,300.00	96,300.00	11,900.00	66,500.00	29,800.00
347 - Culture/Recreation	136,000.00	136,000.00	7,732.65	74,476.70	61,523.30
349 - Other Charges for Services	61,500.00	61,500.00	8,373.33	52,513.65	8,986.35
351 - Judgements, Fines-Traffic	27,500.00	27,500.00	3,787.60	15,598.55	11,901.45
354 - Fines Local Ordinance	65,000.00	65,000.00	11,355.00	74,951.90	-9,951.90
361 - Interest & Other Earnings	205,000.00	205,000.00	22,537.98	157,725.11	47,274.89
362 - Rents & Royalties	30,000.00	30,000.00	917.64	17,084.66	12,915.34
366 - Contributions	0.00	0.00	80.00	4,640.00	-4,640.00
369 - Other Misc Revenues	32,805.00	32,805.00	13,566.47	42,753.25	-9,948.25
381 - Transfers In	2,186,936.00	2,447,189.00	0.00	2,385,226.02	61,962.98
Revenue Total:	22,040,273.00	22,300,526.00	1,072,021.28	15,468,615.26	6,831,910.74
Expense					
51 - General Government	6,688,421.00	6,721,421.00	553,632.97	2,439,637.06	4,281,783.94
52 - Public Safety	2,517,421.00	2,541,622.00	57,499.13	1,246,663.17	1,294,958.83
53 - Physical Environment	277,022.00	277,022.00	56,795.50	94,907.52	182,114.48
54 - Transportation	2,352,113.00	2,564,232.00	298,649.42	1,292,562.80	1,271,669.20
55 - Economic Environment	27,550.00	27,550.00	0.00	27,500.00	50.00
56 - Human Services	173,491.00	173,491.00	2,110.00	7,775.00	165,716.00
57 - Culture & Recreation	2,610,471.00	2,474,534.00	228,038.27	1,060,149.77	1,414,384.23
58 - Other Uses/Transfers Out	7,997,436.00	13,145,505.00	309,043.62	659,845.93	12,485,659.07
59 - Other Nonoperating	0.00	0.00	145.00	145.00	-145.00
Expense Total:	22,643,925.00	27,925,377.00	1,505,913.91	6,829,186.25	21,096,190.75
Fund: 00 - General Fund Surplus (Deficit):	-603,652.00	-5,624,851.00	-433,892.63	8,639,429.01	-14,264,280.01
Total Surplus (Deficit):	-603,652.00	-5,624,851.00	-433,892.63	8,639,429.01	



General Fund Department Expenditures Excluding Transfers

City of Bonita Springs, FL

Group Summary

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 00 - General Fund					
101 - City Council	468,074.00	468,074.00	32,631.13	201,623.06	266,450.94
102 - Boards & Committees	150,000.00	159,182.00	6,427.47	18,802.74	140,379.26
201 - City Manager	451,941.00	451,941.00	38,394.43	201,334.68	250,606.32
211 - Planning & Zoning	1,881,691.00	1,881,691.00	273,430.73	893,036.78	988,654.22
220 - Law Enforcement/Security	1,815,729.00	1,815,729.00	4,418.38	903,964.51	911,764.49
230 - Neighborhood Services	677,262.00	701,463.00	51,757.02	334,817.51	366,645.49
240 - Information Technologies	187,576.00	187,576.00	12,342.83	64,158.10	123,417.90
250 - Public Works	2,563,645.00	2,766,582.00	355,444.92	1,384,017.92	1,382,564.08
260 - Emergency Preparedness	24,430.00	24,430.00	1,323.73	7,881.15	16,548.85
270 - Non-Departmental Expenditures	1,417,952.00	1,383,295.00	23,780.60	67,358.37	1,315,936.63
301 - City Attorney	770,305.00	770,305.00	40,000.70	276,658.30	493,646.70
401 - Administrative Services	461,808.00	489,865.00	33,932.37	187,665.85	302,199.15
402 - City Hall	162,855.00	169,455.00	19,409.61	79,718.61	89,736.39
410 - Human Resources	86,147.00	86,147.00	4,955.91	27,781.47	58,365.53
430 - Communications	647,273.00	680,273.00	31,442.40	284,663.87	395,609.13
501 - Finance	591,986.00	591,986.00	44,478.96	275,167.00	316,819.00
601 - Parks & Recreation Administration	658,843.00	601,406.00	55,698.36	282,085.60	319,320.40
602 - Recreation Center	389,854.00	389,854.00	42,318.59	196,513.07	193,340.93
603 - Community Park & Ball Fields	191,665.00	191,665.00	47,722.01	116,846.54	74,818.46
604 - Community Pool	353,218.00	353,218.00	36,394.38	169,632.99	183,585.01
605 - Riverside Park	208,733.00	130,233.00	10,250.22	37,414.37	92,818.63
609 - Formerly Community Hall/Sherriff Substation	14,905.00	14,905.00	1,269.23	4,410.51	10,494.49
610 - Dog Park	113,066.00	113,066.00	2,243.88	30,035.18	83,030.82
611 - Beach Parks	11,180.00	11,180.00	1,938.63	3,830.25	7,349.75
613 - BS Soccer Complex	92,118.00	92,118.00	4,544.30	43,379.49	48,738.51
614 - Kentucky Street Park	5,150.00	5,150.00	0.00	0.00	5,150.00
615 - Liles Hotel	54,171.00	54,171.00	5,643.76	22,311.26	31,859.74
617 - Bonita Nature Place	22,700.00	22,700.00	2,175.85	9,518.70	13,181.30
618 - Windsor Road Preserve	8,500.00	8,500.00	24.34	147.66	8,352.34
620 - Marni Fields	115,150.00	115,150.00	3,433.24	16,702.12	98,447.88
621 - BS River Park	15,011.00	15,011.00	401.84	11,091.27	3,919.73
622 - Cullum's Bonita Trail	9,800.00	9,800.00	2,850.00	2,892.00	6,908.00
623 - Carpenter Lane Canoe & Kayak	1,124.00	1,124.00	29.89	69.14	1,054.86
624 - Leitner Creek Neighborhood Park	4,277.00	4,277.00	740.58	1,982.88	2,294.12
626 - Oak Creek Preserve	13,350.00	13,350.00	4,875.00	5,775.00	7,575.00
883 - Veterans	5,000.00	5,000.00	0.00	1,907.37	3,092.63
890 - Film Festival	0.00	0.00	0.00	4,000.00	-4,000.00
Fund: 00 - General Fund Total:	14,646,489.00	14,779,872.00	1,196,725.29	6,169,195.32	8,610,676.68
Total Surplus (Deficit):	-14,646,489.00	-14,779,872.00	-1,196,725.29	-6,169,195.32	



City of Bonita Springs, FL

Special Revenue Funds Budget Report

Group Summary

For Fiscal: 2019-2020 Period Ending: 03/31/2020

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 10 - Gas Tax Fund					
Revenue					
312 - Local Option Taxes	1,657,560.00	1,657,560.00	132,865.86	664,263.99	993,296.01
335 - State Shared Revenue	290,546.00	290,546.00	23,362.99	116,814.95	173,731.05
361 - Interest & Other Earnings	40,000.00	40,000.00	5,366.00	31,558.00	8,442.00
Revenue Total:	1,988,106.00	1,988,106.00	161,594.85	812,636.94	1,175,469.06
Expense					
54 - Transportation	1,090,495.00	1,090,495.00	79,260.26	486,491.89	604,003.11
58 - Other Uses/Transfers Out	1,350,000.00	3,645,109.00	191,367.91	700,752.18	2,944,356.82
Expense Total:	2,440,495.00	4,735,604.00	270,628.17	1,187,244.07	3,548,359.93
Fund: 10 - Gas Tax Fund Surplus (Deficit):	-452,389.00	-2,747,498.00	-109,033.32	-374,607.13	-2,372,890.87
Fund: 13 - Grant Fund					
Revenue					
331 - Federal Grants	7,725,000.00	11,172,992.00	171,269.67	540,425.24	10,632,566.76
334 - State Grants	0.00	200,016.00	0.00	15.50	200,000.50
337 - Local Gvmt Grants	40,000.00	212,378.00	5,712.00	70,737.00	141,641.00
381 - Transfers In	40,000.00	40,000.00	4,624.00	10,336.00	29,664.00
Revenue Total:	7,805,000.00	11,625,386.00	181,605.67	621,513.74	11,003,872.26
Expense					
52 - Public Safety	80,000.00	80,000.00	1,632.00	20,672.00	59,328.00
58 - Other Uses/Transfers Out	7,725,000.00	11,545,386.00	57,767.32	824,426.64	10,720,959.36
Expense Total:	7,805,000.00	11,625,386.00	59,399.32	845,098.64	10,780,287.36
Fund: 13 - Grant Fund Surplus (Deficit):	0.00	0.00	122,206.35	-223,584.90	223,584.90
Fund: 14 - Road Impact Fee Fund					
Revenue					
324 - Impact Fees	2,557,595.00	2,557,595.00	349,593.86	3,116,022.57	-558,427.57
361 - Interest & Other Earnings	130,000.00	130,000.00	15,544.00	138,654.46	-8,654.46
Revenue Total:	2,687,595.00	2,687,595.00	365,137.86	3,254,677.03	-567,082.03
Expense					
58 - Other Uses/Transfers Out	12,281,477.00	19,450,057.00	5,102.00	3,327,258.66	16,122,798.34
Expense Total:	12,281,477.00	19,450,057.00	5,102.00	3,327,258.66	16,122,798.34
Fund: 14 - Road Impact Fee Fund Surplus (Deficit):	-9,593,882.00	-16,762,462.00	360,035.86	-72,581.63	-16,689,880.37
Fund: 16 - Park Impact Fee Fund					
Revenue					
324 - Impact Fees	298,410.00	298,410.00	34,656.00	272,430.00	25,980.00
361 - Interest & Other Earnings	28,000.00	28,000.00	4,807.00	28,273.00	-273.00
Revenue Total:	326,410.00	326,410.00	39,463.00	300,703.00	25,707.00
Expense					
58 - Other Uses/Transfers Out	438,000.00	3,082,980.00	215,517.04	563,684.85	2,519,295.15
Expense Total:	438,000.00	3,082,980.00	215,517.04	563,684.85	2,519,295.15
Fund: 16 - Park Impact Fee Fund Surplus (Deficit):	-111,590.00	-2,756,570.00	-176,054.04	-262,981.85	-2,493,588.15
Fund: 18 - Stormwater Management					
Revenue					
325 - Special Assessments - Charges for Public Services	1,716,555.00	1,716,555.00	28,399.10	1,497,045.31	219,509.69
361 - Interest & Other Earnings	0.00	0.00	1,837.00	3,553.00	-3,553.00
Revenue Total:	1,716,555.00	1,716,555.00	30,236.10	1,500,598.31	215,956.69
Expense					
53 - Physical Environment	1,716,555.00	1,716,555.00	0.00	83,030.50	1,633,524.50

Special Revenue Funds Budget Report

For Fiscal: 2019-2020 Period Ending: 03/31/2020

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Expense Total:	1,716,555.00	1,716,555.00	0.00	83,030.50	1,633,524.50
Fund: 18 - Stormwater Management Surplus (Deficit):	0.00	0.00	30,236.10	1,417,567.81	-1,417,567.81
Fund: 19 - Building Fees Fund					
Revenue					
322 - Building Permits	2,400,000.00	2,400,000.00	192,360.17	1,834,001.06	565,998.94
329 - Other Permits, Fees & Special Assessment	0.00	0.00	0.00	44,028.50	-44,028.50
361 - Interest & Other Earnings	110,000.00	110,000.00	11,880.00	69,870.00	40,130.00
Revenue Total:	2,510,000.00	2,510,000.00	204,240.17	1,947,899.56	562,100.44
Expense					
52 - Public Safety	2,733,911.00	2,733,911.00	449,205.40	1,355,603.15	1,378,307.85
54 - Transportation	0.00	9,383.00	0.00	0.00	9,383.00
58 - Other Uses/Transfers Out	1,127,000.00	1,184,700.00	0.00	0.00	1,184,700.00
Expense Total:	3,860,911.00	3,927,994.00	449,205.40	1,355,603.15	2,572,390.85
Fund: 19 - Building Fees Fund Surplus (Deficit):	-1,350,911.00	-1,417,994.00	-244,965.23	592,296.41	-2,010,290.41
Fund: 23 - Downtown Area Revenue Sharing					
Revenue					
311 - Ad Valorem Taxes	218,300.00	218,300.00	0.00	226,788.00	-8,488.00
337 - Local Gvmt Grants	919,600.00	919,600.00	0.00	955,380.00	-35,780.00
Revenue Total:	1,137,900.00	1,137,900.00	0.00	1,182,168.00	-44,268.00
Expense					
58 - Other Uses/Transfers Out	1,007,361.00	1,007,361.00	0.00	881,828.00	125,533.00
Expense Total:	1,007,361.00	1,007,361.00	0.00	881,828.00	125,533.00
Fund: 23 - Downtown Area Revenue Sharing Surplus (Deficit):	130,539.00	130,539.00	0.00	300,340.00	-169,801.00
Total Surplus (Deficit):	-11,378,233.00	-23,553,985.00	-17,574.28	1,376,448.71	



City of Bonita Springs, FL

Debt Service Funds Budget Report

Group Summary

For Fiscal: 2019-2020 Period Ending: 03/31/2020

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 20 - 2011 Debt Fund					
Revenue					
361 - Interest & Other Earnings	5,000.00	5,000.00	771.00	4,634.00	366.00
381 - Transfers In	2,171,936.00	2,171,936.00	0.00	2,124,973.76	46,962.24
Revenue Total:	2,176,936.00	2,176,936.00	771.00	2,129,607.76	47,328.24
Expense					
51 - General Government	2,555,225.00	2,555,225.00	0.00	2,499,968.90	55,256.10
58 - Other Uses/Transfers Out	2,171,936.00	2,171,936.00	0.00	2,124,973.76	46,962.24
Expense Total:	4,727,161.00	4,727,161.00	0.00	4,624,942.66	102,218.34
Fund: 20 - 2011 Debt Fund Surplus (Deficit):	-2,550,225.00	-2,550,225.00	771.00	-2,495,334.90	-54,890.10
Fund: 21 - 2014 Debt Fund					
Revenue					
381 - Transfers In	1,007,361.00	1,007,361.00	0.00	881,828.00	125,533.00
Revenue Total:	1,007,361.00	1,007,361.00	0.00	881,828.00	125,533.00
Expense					
51 - General Government	1,078,100.00	1,078,100.00	0.00	952,566.00	125,534.00
Expense Total:	1,078,100.00	1,078,100.00	0.00	952,566.00	125,534.00
Fund: 21 - 2014 Debt Fund Surplus (Deficit):	-70,739.00	-70,739.00	0.00	-70,738.00	-1.00
Total Surplus (Deficit):	-2,620,964.00	-2,620,964.00	771.00	-2,566,072.90	



City of Bonita Springs, FL

Capital Project Funds Budget Report

Group Summary

For Fiscal: 2019-2020 Period Ending: 03/31/2020

ExpFinStmntLineItem;RevAccountType	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 30 - Cap Projects Fund					
Revenue					
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	28,481,977.00	48,517,219.00	774,110.96	3,488,180.57	45,029,038.43
Revenue Total:	28,481,977.00	48,517,219.00	774,110.96	3,488,180.57	45,029,038.43
Expense					
51 - General Government	1,982,500.00	2,783,402.00	15,684.84	112,211.15	2,671,190.85
53 - Physical Environment	12,936,936.00	16,805,743.00	1,835.40	134,426.82	16,671,316.18
54 - Transportation	12,734,541.00	28,023,993.00	744,090.72	3,194,110.60	24,829,882.40
57 - Culture & Recreation	828,000.00	904,081.00	12,500.00	47,432.00	856,649.00
Expense Total:	28,481,977.00	48,517,219.00	774,110.96	3,488,180.57	45,029,038.43
Fund: 30 - Cap Projects Fund Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00
Fund: 31 - Other Capital Projects Fund					
Revenue					
366 - Contributions	0.00	0.00	0.00	0.00	0.00
381 - Transfers In	210,000.00	1,049,329.00	62.93	192,225.67	857,103.33
Revenue Total:	210,000.00	1,049,329.00	62.93	192,225.67	857,103.33
Expense					
53 - Physical Environment	0.00	0.00	0.00	0.00	0.00
55 - Economic Environment	150,000.00	312,869.00	0.00	0.00	312,869.00
57 - Culture & Recreation	60,000.00	736,460.00	62.93	192,225.67	544,234.33
Expense Total:	210,000.00	1,049,329.00	62.93	192,225.67	857,103.33
Fund: 31 - Other Capital Projects Fund Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00
Total Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00

BONITA SPRINGS CITY COUNCIL		GREEN SHEET:	20-05-108
AGENDA ITEM SUMMARY			
REQUESTED MOTION: Update from CBRE on status of Imperial Crossing solicitation.			
MEETING DATE: 5/6/2020			
AGENDA:		REQUIREMENT/PURPOSE: (Specify)	REQUESTOR OF INFORMATION:
☒ PRESENTATIONS	☐ STATUTE	Arleen Hunter City Manager	
☐ CONSENT	☐ ORDINANCE		
☐ PUBLIC HEARING	☐ ADMIN. CODE		
☐ MAYOR AND COUNCIL MEMBER ITEMS	☐ OTHER		
☐ MAYOR AND COUNCIL MEMBER'S REPORTS			
☐ CITY ATTORNEY ITEMS			
☐ CITY MANAGER ITEMS			
BACKGROUND: Members of City Council have requested an update on the status of the Imperial Crossing solicitation. CBRE will be attending the meeting virtually to provide us with an update, as well as answer any questions Council may have regarding the process. Attached is the original RFP along with Addendum No. 1. The solicitation is scheduled to close May 14, 2020.			
IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☒ YES ☐ NO IF YES, WHICH STRATEGIC OBJECTIVE? #5 Community Aesthetics; #8 Economic Development			
STAFF RECOMMENDATIONS: Receive update.			
REVIEWED BY: City Manager: City Attorney: City Clerk: Department Director:  			
COUNCIL ACTION: ☐ APPROVED ☐ DENIED ☐ DEFERRED ☐ OTHER			

Imperial Crossing



A Mixed Use Riverfront Development Opportunity in Downtown Bonita Springs

RFP #20-02

CBRE

Bonita Springs



Table of Contents

01	Executive Summary	06	RFP Evaluation Criteria & Submission Requirements
02	RFP Goals	07	RFP Submittal Instructions
03	Site Details	08	Important Information
04	Development Guidelines	09	Appendices
05	Why Bonita Springs / Local Market Information		

**** ALL COURIER DELIVERED PROPOSALS MUST HAVE THE RFP NUMBER 20-02 AND TITLE ON THE OUTSIDE OF THE COURIER PACKET****

EXCLUSIVE
MARKET
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Imperial Crossing

RFP #20-02



01 EXECUTIVE SUMMARY

01 EXECUTIVE SUMMARY

The City of Bonita Springs (the “City”) is offering a rare and unique mixed-use development opportunity on ±5.97 acres of land, including river frontage, in downtown Bonita Springs off historic “Old 41 Road”. Known as the Imperial Crossing Sites (the “Sites”), the primary parcel is located at 10580 Goodwin Street and is divided by the Imperial River, offering frontage on both the North and South sides of the river. Two other parcels are being offered as part of the overall development potential or can be bid on individually. They are as follows:

ADDRESS	ACREAGE	PARCEL ID
Imperial Crossing 10580 Goodwin Street Bonita Springs, FL 34135	5.3 acres	#35-47-25-B2-003J0.0000 Lat 26.3432600 Lon -81.7783730
27400 Old 41 Road Bonita Springs, FL 34135	.23 acres	#35-47-25-B1-00203.0010 Lat 26.3394050 Lon -81.7792100
27333 Old 41 Road Bonita Springs, FL 34135	.04 acres .40 acres	#35-47-25-B2-00309.007B “Corner Lot” #35-47-25-B2-00309.007A Lat 26.3409755 Lon -81.7787866

While Bonita Springs is known for its world-class beaches, one of the City’s hidden gems is its historic downtown. The downtown is lined

with quaint shops, the meandering Imperial River, Old 41 Road and vibrant “old Florida” aesthetics. The collection of these attributes offers a unique sense of place and a charming location that draws a bustling crowd. Redeveloping the Sites provides an opportunity to expound on that culture and live the City’s tag line, “Small Town Charm. Big Bright Future.”

The Sites are located close to Bonita Springs beaches, arts and culture, and Riverside Park with excellent access to nearby highways and SW Florida International Airport (RSW). Imperial Crossing is the gateway to downtown Bonita Springs and a key piece of real estate related to the continued progress and history of downtown.

The City seeks to unlock the development potential of the Sites by creating a mixed-use district which promotes an active downtown, and enhances the quality of life, civic use and riverfront activation while developing the properties into their highest and best use. To deliver the vision and to generate both upfront and long-term tax revenue streams, the City seeks a developer to design, build, finance and deliver the project (s). The City has engaged the services of CBRE, Inc. (CBRE) to represent it in this solicitation and selection process. Respondents are encouraged to understand the Bonita Springs downtown culture, and City’s goals for the Sites development as outlined in the RFP.



Imperial Crossing

RFP #20-02



02 RFP GOALS

RFP GOAL

02 RFP GOAL

The City is seeking proposals from developers to create a mixed-use destination in downtown Bonita Springs, FL related to the project defined in the following pages. The City intends to short-list qualified developers for this project as a result of this RFP and request oral presentations. Of particular interest to the City are:

- Proposals on site 1, 2, 3 or any combination thereof
- Understanding of the firm, individuals, and team proposing to develop the project
- Comparable experience on similar developments – both square footage and development budget
- Demonstrated ability to finance, build and develop the proposed project
- Descriptions of developer preferences regarding the sale or ground lease of the property

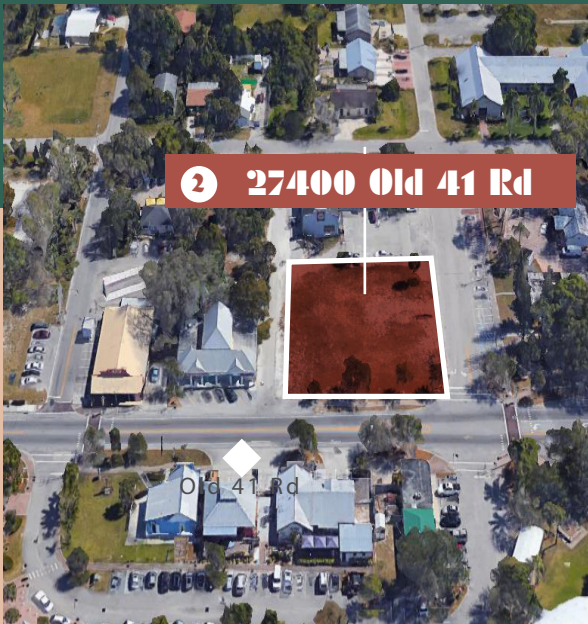
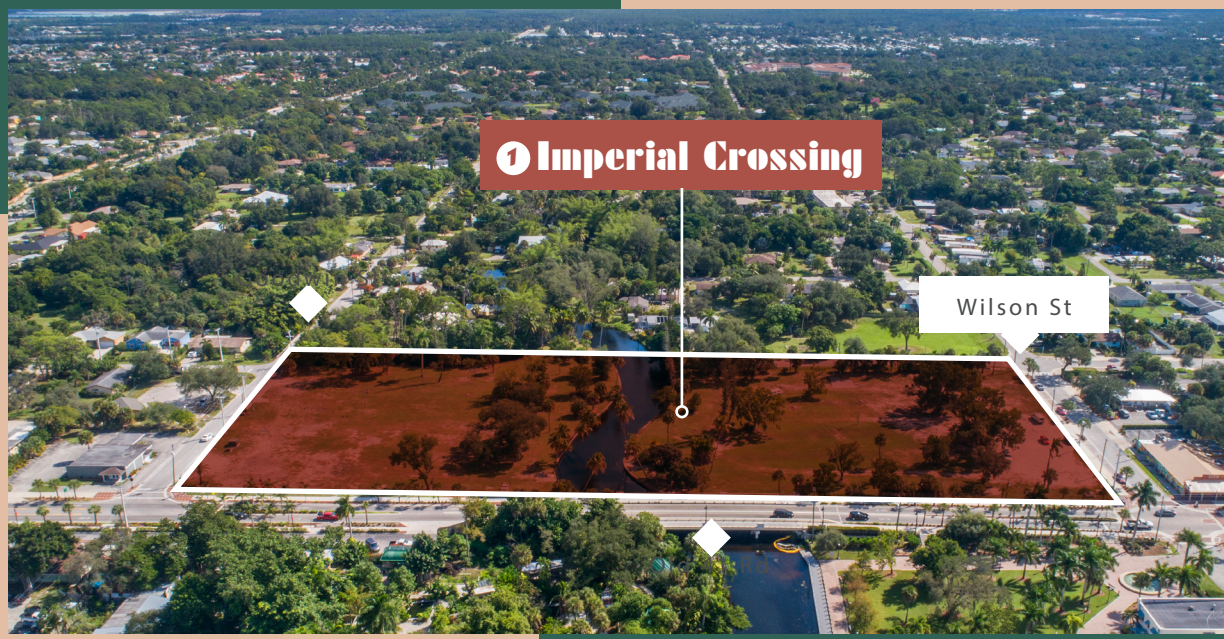
Respondents whose Proposals and experience are acceptable to the City will be short-listed. Those short-listed respondents will be invited to present their Proposal in an oral interview with the City and its real estate advisor. Respondents will have ninety (90) days to respond to this RFP. RFP requirements will include the Respondents' proposed mix of uses, density uses, site plan and design concepts, as well as financial proposal and proformas. CBRE will assist the City in evaluating the RFP responses and an award will be made to the most qualified Respondent who offers the most advantageous development to the City. City Council will have final approval of the negotiated agreement.

Imperial Crossing

RFP #20-02



03 SITE DETAILS



INVESTMENT FACTS



SITE ADDRESSES

1. 10580 Goodwin Street
 2. 27400 Old 41 Rd &
 3. 27333 Old 41 Rd
- Bonita Springs, FL



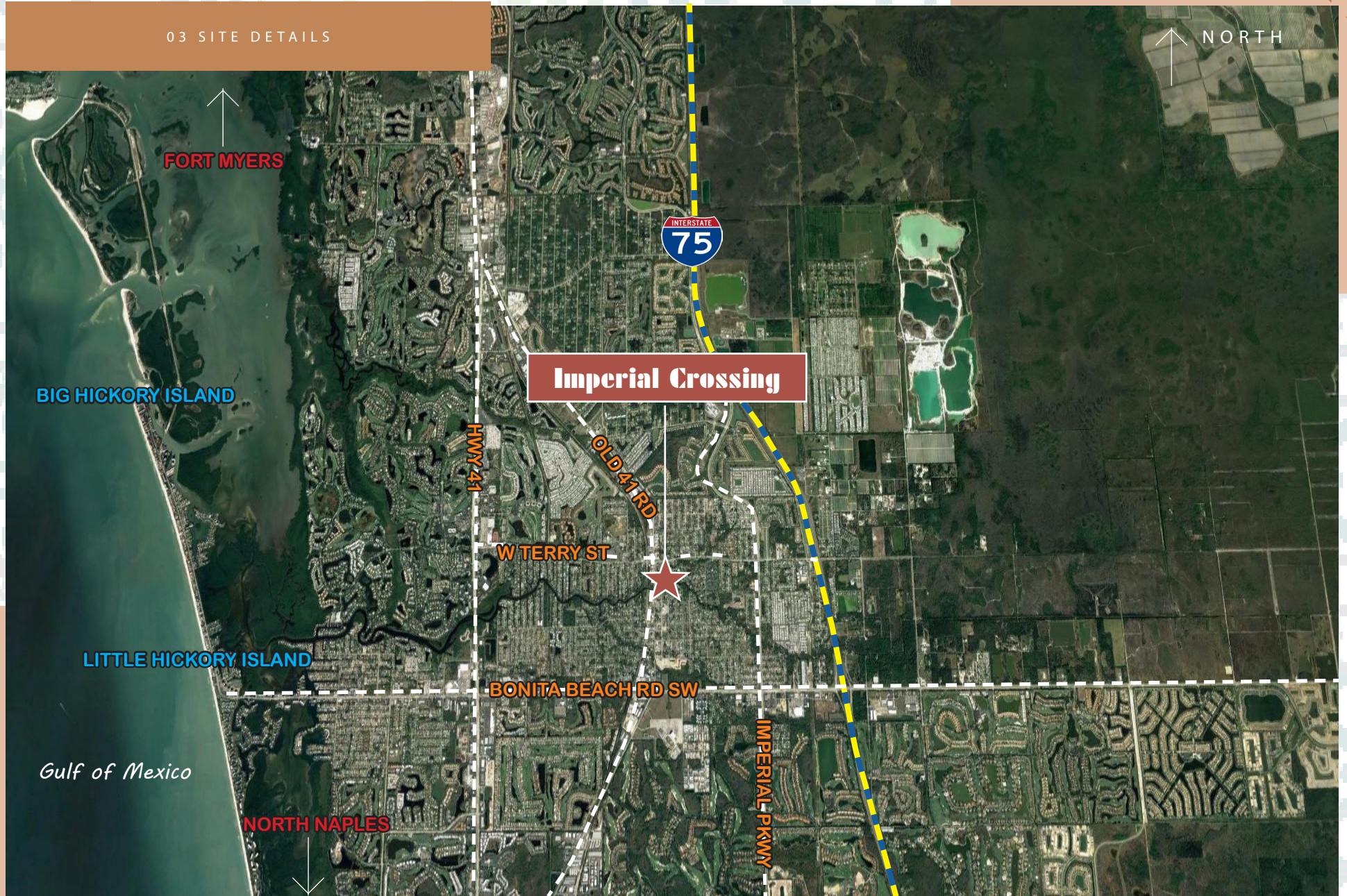
LAND SIZE

1. ± 5.3 acres
 2. $\pm .23$ acres
 3. $\pm .44$ acres
- Total ± 5.97 acres



ZONING

Sub Area 6B Mixed Use of
the Old U.S. 41 Corridor
Redevelopment Masterplan



Imperial Crossing

RFP #20-02



04 DEVELOPMENT GUIDELINES



04 DEVELOPMENT GUIDELINES



The goals for redevelopment reflect the City's vision for increased activation of the downtown through thoughtful design and mixed complimentary uses that will serve to draw new residents and visitors and expand the workforce in downtown Bonita Springs.

The Site's development should consider a mix of residential (apartments and/or town houses) and retail uses, but it could also include office or hospitality as the market can support. City leaders have recently stressed the desirability of civic and community components such as outdoor dining, courtyards and decks, as well as open areas and green space.

Redevelopment concepts must include interaction with the Imperial River. A critical component of any development proposal will be the activation of the river and pedestrian corridor on the river to allow for public access to, and interaction with, the waterfront. All development proposals should seek to provide opportunities for residents and visitors alike to interact with the water through waterfront retail, cafes, parks, walkways, attractions or points of interest.

Redevelopment should be guided by existing zoning as well as the City's adoption of the new form-based code, which is expected to be finalized in Spring 2020. Consideration should be given to the uses and scale of development located at the edges of the Site, as well as to compliment the historic downtown and surrounding neighborhoods.

The City's beginnings date back to the 1870s when government surveyors camped near a medicinal spring. Reflecting this legacy, Bonita Springs was originally named Survey and the Imperial River named Surveyor's Creek. Adjacent to the Imperial Crossing Site, the historic Shangri-La Springs provides an important connection to the springs after which the City of Bonita Springs was renamed. Further, the Liles Hotel & Cottages, the Wonder Gardens, the Banyan Tree and the Goodbread Grocery are all important historic elements that create a unique downtown Bonita Springs. Development proposals are encouraged to incorporate consistency with the "old Florida" aesthetics, history and truly make Imperial Crossing the cornerstone of Old 41 Road.

04 DEVELOPMENT GUIDELINES

Redevelopment of the Site should create a 24/7 destination that draws people from other parts of the County and the entire southwest Florida region. The development should be a catalyst that will spur additional downtown development creating a vibrant and thriving downtown; expanding on the current mix of retail uses, Everglades Wonder Gardens and Shangri-La Springs.

To support this vision, the City of Bonita Springs has invested over \$20 million for significant investments including on-street parking, the installation of underground electricity, storm water improvements allowing for greater flexibility in the development of downtown properties, and a partnership with Lee County to open a new public library in the downtown area. Both the streetscape improvements and the progressive conservation efforts demonstrate the City's commitment to its residents and the community's long-term success.

Stakeholder input suggests that preferred development solutions will address the following goals:

- Accomplish a development that is the gateway to downtown and cornerstone of Old 41 Road
- Create a riverfront focus on the Site by incorporating public interaction with this dynamic space
- Integrate retail, cafes, attractions, and points of interest along Old 41 Road as well as along the Imperial River
- Contain a mix of residential housing including apartments and town homes
- Embrace the history of the Site and integrate references to the historic railroad, Tamiami Trail, and Imperial River at this location and spawned early development such as the Shangri La and Liles Hotel and Cottages



04 DEVELOPMENT GUIDELINES

The “go to market” name “Imperial Crossing” was chosen given the Site’s history. Early development in Bonita Springs began in the 1920s. This was the result of the railroad being extended south from Fort Myers and completion of the Tamiami Trail which connected Tampa to Miami through downtown Bonita Springs. The Liles Hotel was a unique location because it could be reached by the river, the railroad and the Tamiami Trail. For these reasons, Imperial Crossing was chosen as a tribute to that historic access. While it is Respondents’ prerogative to choose the development’s name, the City believes the history of the Site is important and should spur creative development ideas and proposals.

The City has undertaken an architectural study to understand conceptual uses and densities that are achievable on the Site in accordance with the City’s adoption of its new form-based code. In September 2019, Bonita Springs City Council received the Conceptual Design Schemes completed by DPZ CoDESIGN (“DPZ”). A few conceptual designs are included below. To view the full DPZ document, which includes three schemes with varying uses and densities, please visit the project website at www.bonitaspringsimperialcrossing.com.

The Conceptual Design Schemes are not exhaustive. The City welcomes creative developer ideas for the Site and will consider any plan that develops the Site to its highest and best use as supported by the SW Florida market and are in keeping with the development goals. The City further encourages green space and thoughtful public uses throughout the mixed-use development, particularly along the riverfront with complimentary retail and community access.

This ±5.30-acre property is a key Site within downtown Bonita Springs; an area in SW Florida that has been exploding with growth in recent years. Bonita Springs offers residents an unparalleled quality of life due to its low cost of living, beautiful beaches and waterways, culture and arts, casual lifestyle, sense of community and environmentally conscious, progressive leadership. The Site is a gateway to the unique old Florida downtown and is uniquely positioned along the Imperial River with significant river frontage. The Site represents a unique opportunity for place-making on acreage that will forever be a part of the City’s downtown.



Imperial Crossing

RFP #20-02



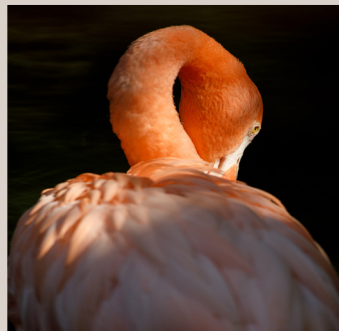
05 WHY BONITA SPRINGS / LOCAL MARKET INFORMATION

05 WHY BONITA SPRINGS | LOCAL MARKET INFORMATION



The City of Bonita Springs is an attractive, affluent area with beautiful beaches, fine restaurants, excellent recreational facilities, and beautiful homes.

- * Small Town Charm. Big Bright Future
- * One of the most beautiful coastlines in the US
- * Part of one of the fastest growing economies in the country
- * Proud and unique sense of community
- * Progress towards a Complete Streets initiative, together with kayaking/paddle boarding on the river and the bay, is conducive to the healthy outdoorsy lifestyle
- * Centrally located to all the benefits of the region (airport, universities, shopping, beaches, everglades, etc.) while still unique as a community



MAJOR EMPLOYERS

Southwest Florida provides a positive environment to start and expand your business. Here are just a few reasons businesses are flocking to this region:

1. Florida has no personal income tax. In 2018, the Tax Foundation ranked the state No. 4 on its State Tax Climate Index.
2. Location, location, location. Lee County is well located for convenient business travel. The area is located along I-75, putting it within just a few hours of Miami, Orlando and Tampa. Southwest Florida International Airport (RSW) served more than 8.8 million passengers in 2017, and is one of the top 50 airports in the country for passenger traffic. Lee County is also home to Page Field, a business and general aviation airport.
3. Southwest Florida is home to a growing talent base. Home to several universities, colleges and technical schools, Southwest Florida is rapidly producing a young and well-educated workforce. Ample career opportunities for emerging professionals, as well as beautiful weather

MAJOR EMPLOYERS OF THE SOUTHWEST FLORIDA REGION

company	
1	Lee Health
2	Naples Community Health
3	Hertz
4	Gartner
5	Arthrex

that allows year-round outdoor activities are encouraging more and more professionals to migrate to and stay in the region.

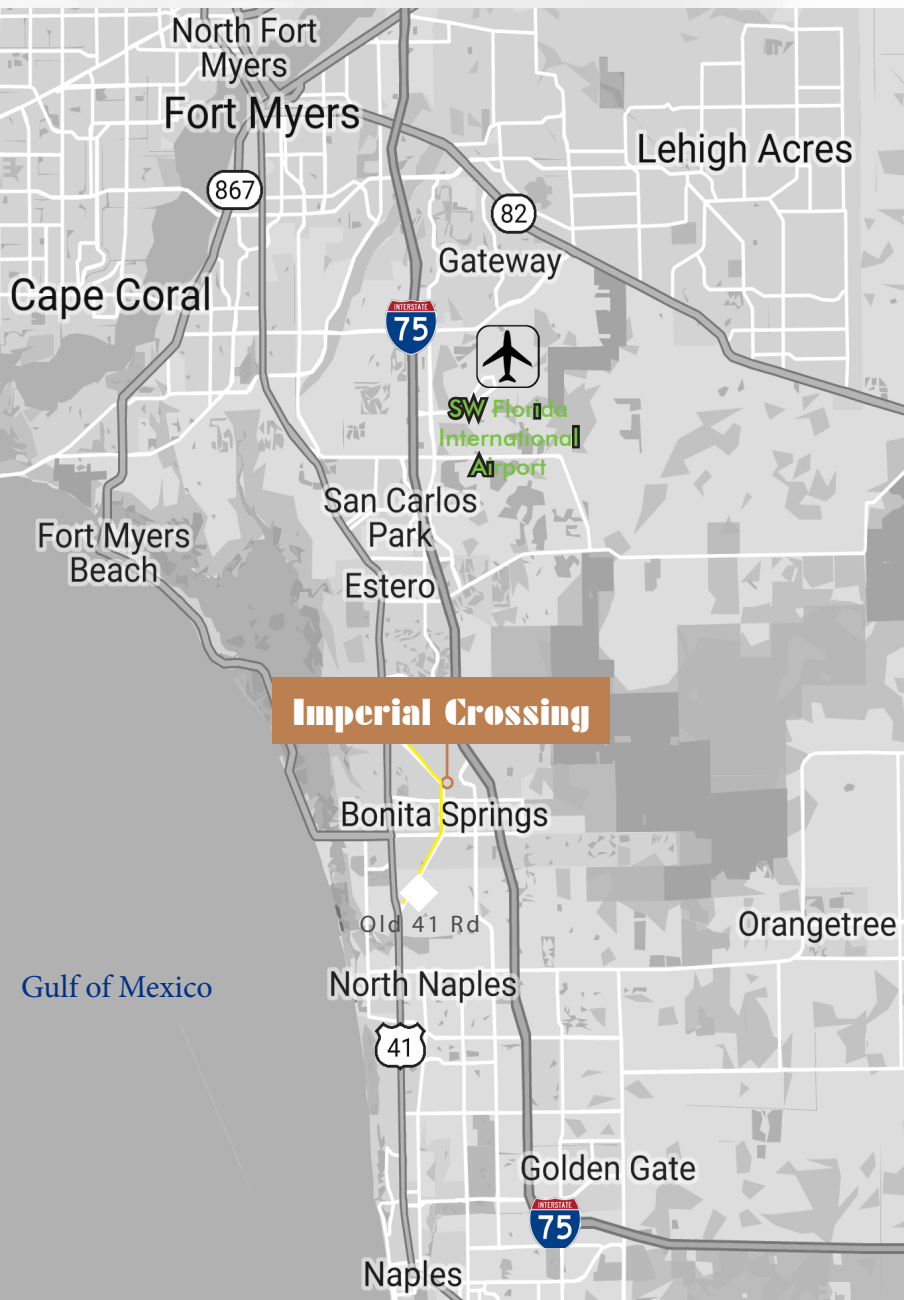
The South Lee EDC works to ensure the growth and prosperity of the community for local business through:

- Serving as the resource for South Lee County-based businesses to retain employees and grow.
- Promoting smart, sustainable growth to create high-wage jobs while protecting and improving the quality of life.
- Collaborating with the Southwest Florida Economic Development Alliance to attract new businesses to the region through national and international marketing campaigns.

DEMOGRAPHICS

As of the most recent census in 2017 the population of Bonita Springs was recorded at 56,088. Between 2015 and 2016 it was the eighth fastest growing city in the United States according to Statistica.com and the US Census. In 2017, the U.S. Census Bureau listed Bonita Springs and nearby Fort Myers as two of the fifteen fastest-growing cities in the country.

05 WHY BONITA SPRINGS | LOCAL MARKET INFORMATION



The City of Bonita Springs is approximately 41 square miles – 35.3 square miles of land with 5.7 square miles of water – located in the southwest portion of Lee County along the southwest coast of Florida. It is bordered by the Village of Estero to the north, unincorporated Lee County to the east, unincorporated Collier County to the south, and the Gulf of Mexico to the west.

It's location provides a tropical climate zone and a beautiful coastline on the Gulf of Mexico making Bonita Springs an attractive destination to people all around the world. Barefoot Beach, the Estero Bay, and the Imperial River allow residents and visitors to enjoy a multitude of outdoor recreational activities, such as boating, kayaking, paddle boarding, fishing, or simply relaxing on the beach. The City has also made great strides towards it's Complete Streets initiative by constructing multi-use pathways to allow pedestrians and bicyclists to safely navigate the City. The aesthetics, the climate, and the lifestyle are only a few of the traits that make Bonita Springs such an enjoyable place to live.

Major Highways

The Southwest Florida Expressway Authority is an 8-person body including transportation officials from Lee and Collier Counties, the role of which is to raise toll revenue to widen and improve major arteries throughout both counties.

Interstate 75 North and South is the county's only fully-controlled-access freeway, and has nine interchanges within Lee County, linking the area to Naples, Fort Lauderdale and Miami to the south and east; and Sarasota and Tampa to the north.

U.S. Highway 41 North/South or East to Miami runs the length of Lee County, and is the county's main north-south arterial highway. It is a major commercial corridor, running as an elevated highway through the center of downtown Fort Myers, continuing south as a multi-lane divided surface highway through the communities of South Fort Myers, San Carlos Park, Estero, and Bonita Springs. From north-to-south, the highway's name starts as "North Tamiami Trail", changes to "Cleveland Avenue" through the incorporated limits of the City of Fort Myers, then changes to "South Tamiami Trail" until the border with Collier County.

Imperial Crossing

RFP #20-02



06 RFP SUBMISSION REQUIREMENTS & EVALUATION CRITERIA

PROPOSAL SUBMISSION REQUIREMENTS

Respondents are required to provide a detailed and comprehensive proposal. The City reserves the right to request additional information during the evaluation of submitted proposals, to disqualify any proposal that fails to respond to any requirements outlined in the RFP, and in its sole discretion to accept or reject any proposal with or without cause. Submission of a proposal indicates acceptance of the terms and conditions of the RFP unless clearly and specifically noted in the proposal submitted.

The proposals shall be organized and divided into the sections indicated herein. The information is required for each of the 3 parcels proposed or any combination thereof.

TABLE OF CONTENTS

The table of contents should outline in sequential order the major areas of the submittal, including attachments. All pages should be consecutively numbered and correspond to the Table of Contents.

EXECUTIVE SUMMARY

Each Respondent must submit an executive summary that identifies the business entity, its background, main office(s), and office location that will service this project. Identify the key individual(s) who will be directly involved with the work and their locations. The executive summary should also summarize the key financial elements of the proposal and development overview.

RESPONDENT'S ORGANIZATION CHART

The Respondent must provide an organization chart and detailed information about the Respondent, the firm's history, related entities, and members of its operations and management team who will manage and operate the development ("Operations Team"). Additionally, the Respondent must provide its complete team of architects, engineers, general contractors and/or subcontractors who shall develop the property ("Development Team"). Provide resumes for all project team members and identify their specific role on the team. The resumes should provide sufficient detail so the City can understand the team members' suitability for their role.

The organizational chart shall graphically depict the Respondent's relationship with any parent organization(s) and/or affiliate organizations, as well as the respective operations, management and construction roles (e.g. architect, engineer, general contractor) played by each team member or entity.

PROJECT CONCEPT

Provide in concise narrative form your understanding of the City's needs, goals and objectives, as they relate to the Project, as well as your firm's overall approach to accomplishing the Project, including:

- General description of the vision and proposed Project concept for the property to incorporate the Development and Design guidelines
- Breakdown of the property's various concepts and uses
- Civic uses and community benefits
- Outline of economic incentives, which the Respondent

expects to apply for, if any. Respondents must provide a complete outline of justifications related to its future application.

- Proposed development schedule through final Certificate of Occupancy, including phasing
- Economic impact of development (including job creation and city tax revenues)
- Community engagement and relations plan

PHYSICAL DETAILS

Provide a description of all intended uses, renovations and newly proposed facilities. Include applicable drawings that demonstrate plans to develop the site, depending upon the Respondent's intention.

- Total square footage broken down by types of uses and associated square footage (both GSF and RSF) for each use type, if proposed:
 - Square footage of retail space
 - Square footage of office space
 - Number and type of residential units (studios, 1BR, 2BR, etc.) and type of ownership structure (condominiums or apartments)
 - Number of hotel rooms and type of hotel, including flag
 - Square footage and types of all other uses
- Amount and type of green and open spaces
- Resiliency and/or sustainable development features
- Provide architectural renderings, conceptual design plans and a site plan
- Provide a description of the site build-out, phasing, and detailed redevelopment time-line
- Proposed management and operations post completion

PARKING

- Total number of parking spaces required in the parking garage and surface parking on the property and located in surrounding area in accordance with proposed uses and density
- Specific parking plan for all proposed uses, including the need to accommodate any proposed public uses

FINANCIAL PROPOSAL DETAILS

FINANCIAL FEASIBILITY AND CASH FLOW ANALYSIS

- Respondents shall include a detailed financial feasibility and cash flow analysis of the project. The financial feasibility of the project shall be presented in a manner to enable a clear understanding of the proposed phasing, financial inflows and outflows of the project revenues, and any other financial returns over a projected thirty-year period. Please also provide this information as an excel spreadsheet with formulas included and not hard-coded or overwritten and provide an assumptions page

FINANCIAL AND NON-FINANCIAL RETURNS TO THE CITY

Proposals shall include a stated commitment of payment(s) to the City in the form of minimum guaranteed base revenue plus percentage(s) of gross revenues (if any) and any other proposed revenue payments as well as a stated commitment to adhere to compensation equal to fair market value.

Please include for each proposed use type:

- Pricing per square foot of office space
- Pricing per square foot of retail space
- Pricing per square foot of residential space
- Pricing per square foot of hotel/hospitality space
- Pricing per square foot for any other proposed uses

Respondents may propose either a fee simple sale of the property and/or long-term ground lease. Alternate proposals, if proposed, must include their own financial feasibility and cash flow analysis.

Additional required elements of the financial Proposal include:

- Source(s) of equity and required approvals
- Percentage of total Project costs to be funded with equity
- External equity partner(s) and development experience
- Source of debt funding and details
- Details of debt structure (term assumptions)
- Total Project cost (including all Respondent costs and 3rd party fees)
- Respondent's fee (included in Total Project Cost)
- Total cost of funds
- Financing of structured parking
- Outline of development terms
- Provide proforma submitted for other similar projects including projections in the Proposer's RFP response and actual results after the redevelopment was completed and stabilized

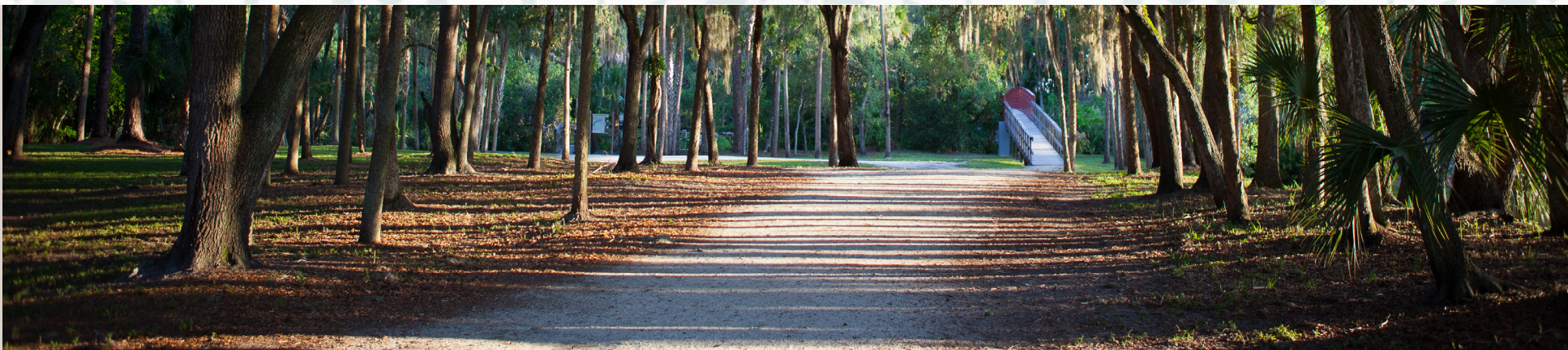
POST SELECTION PROCESS AND REQUIREMENTS

Following selection, the City and selected Respondent shall negotiate on a good faith basis to complete a Letter of Intent which outlines primary business terms within thirty (30) days from notification of selection. Parties will then negotiate a detailed development agreement within one hundred twenty (120) days.

EVALUATION CRITERIA

The City seeks a qualified, experienced partner to redevelop the site, and anticipates and encourages a team approach to achieve the City's development vision. The RFP process is intended to allow all interested and qualified development teams to participate and respond. Qualification packages should include and will be evaluated on the following items and requirements. Please structure responses in the below order:

- Cover letter summarizing development team's Proposals and interest in the site, signed by a principal or otherwise authorized member of the lead firm.
- Overview of the firms included in the development team including in house capabilities (i.e., design, construction management, equity position, etc.) organizational structures, legal names, principals, and brief history and overview of the firms. Include number of employees in each firm and each firm's departments.
- Conceptual narrative describing interest in development option(s), or alternative approach and plan for implementing preferred development option(s). Include preference regarding sale versus ground lease of the site.
- Proposed approach to site build-out, uses and delivery timing.



PAST PERFORMANCE

- Demonstrated history of successfully developing and owning/operating mixed use, multi-phase projects of comparable size in terms of square footage and number of units. Development budgets should be included for each example.
- Experience with developing publicly owned or controlled land, preferably in some form of partnership with a City.
- Total number of comparable projects within the past ten years; include case studies with type/nature of project and principal client contact on the project. Include notable developments in South Florida if available.
- Case studies should include projects with community engagement and consensus building, economic development, phased development, and timely project delivery.
- Proposals and experience of key professionals assigned to and responsible for the project (include project organizational chart and resumes).
- Overview of team's financial strength which will be relied upon for completion of this project. Overview of team's financial strength which will be relied upon for completion of this project. Include the financial structures you typically use and the partners/investors/ financiers you typically work with on these developments. Provide financial

statements for your firm.

- Description of any litigation, administrative, or regulatory proceedings pending and within the past five years where the firm or any of the professional team were named a party.
- Three reference letters for comparable size mixed-use development projects. References should be from government entities if on government land as well as from lenders and major equity investors. Please provide contact information.

EQUAL OPPORTUNITY

The City of Bonita Springs encourages and supports the utilization of disadvantaged, minority, and locally-owned businesses and asks that the Proposing Teams make every reasonable effort to ensure that such businesses have the maximum opportunity to participate in the redevelopment process.

Proposing Teams shall comply with all Federal, State and local laws concerning non-discrimination and shall not permit any person or business to be excluded from participation in, denied the benefits of, or to be otherwise discriminated against in connection with the award and performance of any contract because of sex, race, religion, or national origin.

EVALUATION CRITERIA MATRIX

MAX SCORE

Experience and Qualifications**15**

Experience developing mixed-use projects of comparable size in a downtown setting	8
Financial Strength of Development Team	7
Active litigation, judgment liens and outstanding payments	0 to minus 10

Financial Proposal**19**

Defined source and percentage of debt and equity	7
Financial feasibility and cash flow analysis	12

Economic Benefit**20**

Acquisition price	8
Financial return to the City (ROI), Economic impact (e.g. job creation, tax revenues)	12

Project Development and Design**40**

Project's ability to activate downtown Bonita Springs	9
Design (Mixed use, Residential Density, "Old Florida" Culture & Parking)	9
Development timeline (e.g. construction commencement and delivery timing)	6
Activation of the riverfront and connection of the river to the development to include Civic and community benefits	9
Quality of Design, Construction, Resiliency & Environmental Impact	7

Oral Presentations**10**

Imperial Crossing

RFP #20-02



07 RFP SUBMITTAL INSTRUCTIONS



07 RFP SUBMITTAL INSTRUCTIONS

Respondents should carefully review the full RFP document and the submission requirements and terms therein. Proposal submissions must include fifteen (15) hard copies and a flash-drive delivered to the City and one (1) hard copy and a flash-drive delivered to CBRE no later than 5:00 PM EST 04/14/2020.

**** ALL COURIER DELIVERED PROPOSALS MUST HAVE THE RFP NUMBER 20-02 AND TITLE ON THE OUTSIDE OF THE COURIER PACKET****

SUBMIT PROPOSALS TO:

CITY OF BONITA SPRINGS
9101 Bonita Beach Road, SE
Bonita Springs, FL 34134
Attn: Debra Filipek

CBRE, INC.
527 Henley Drive
Naples, FL 34104
Attn: Jeffrey Gage

TIMELINE - PROPOSED

DATES

ISSUE RFP	JANUARY 16, 2020
PRE-PROPOSAL CONFERENCE	FEBRUARY 5, 2020
WRITTEN QUESTIONS DUE	FEBRUARY 14, 2020
WRITTEN ANSWERS DUE	FEBRUARY 28, 2020
BIDS DUE	APRIL 14, 2020
ORAL PRESENTATIONS FOR SHORT LISTED RESPONDENTS	APRIL 28, 2020
CITY COUNCIL APPROVAL	TBD
AWARDS POSTED	TBD

The City and CBRE will not be liable to any Respondent for any unforeseen circumstances or delivery delays. Each Respondent is responsible for submission of their proposal. Proposals submitted past the deadline will not be accepted or considered. Proposals that are incomplete on receipt may be disqualified.

Imperial Crossing

RFP #20-02



08 IMPORTANT INFORMATION

08 IMPORTANT INFORMATION

CITY'S REAL ESTATE DEVELOPMENT ADVISOR / BROKER

The City has engaged the services of CBRE, a real estate development advisor/broker for this assignment. CBRE shall represent the City in all negotiations concerning this project and the fiduciary responsibilities of CBRE exist only to and on behalf of the City. CBRE shall be entitled to a commission. The terms and conditions of said commission or success fee have been agreed to by the City in advance.

The contract between the City and CBRE requires that, following the RFP process, the selected Respondent compensate CBRE a Project fee. The Developer shall pay the fee within thirty (30) days of execution of all development agreements between the City and Developer.

SUCCESS FEE	TOTAL PROJECT VALUE TRANCHE
3.50%	\$0-\$10 M
3.00%	\$10 M - \$20 M
2.50%	\$20 M - \$30 M
2.00%	\$30 M - \$50 M
1.75%	\$50 M - \$100 M
1.50%	\$100 M or greater

Commissions are calculated on a cumulative basis. By way of example, the following illustration would be applicable assuming a \$21,000,000 Total Value of the Project:

- a. A percentage of three and one-half percent (3.50%) of the Project Value up to \$10,000,000; PLUS

- b. Three percent (3.00%) of the portion of the Project Value greater than \$10,000,000 up to \$20,000,000; PLUS
- c. Two and one half percent (2.50%) of the portion of the Project Value greater than \$20,000,000.

Resulting commission: \$350,000 + \$300,000 \$25,000 = \$675,000

Terms and conditions of the fee are outlined in a Commission Agreement provided with this RFP. An executed Commission Agreement will be required with the Respondent's proposal response. Such cost should be included in Respondent's financial proposal. The City shall make all decisions concerning the selection of Respondents. These fees reflect fees payable to CBRE only. Any outside brokers/buyers representatives will be responsible for seeking commissions from their principals.

COMMUNICATION RESTRICTIONS

Except for the submittal of questions as described herein, effective upon the issuance of this RFP, Respondents are prohibited from contacting, engaging, or speaking directly to employees, officials, agents, or representatives of the City regarding this RFP and Project. This communication restriction is effective until the City announces its decision. Any unauthorized communications may result in the disqualification of Respondents.

Any questions about these requirements should be addressed in writing to Jeff Gage and Lee Ann Korst by Friday, February 14, 2020.

08 IMPORTANT INFORMATION

FLORIDA PUBLIC RECORDS LAW

All proposals will become the property of the City. The Proposer's response to the RFP is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Section 119.07 ("Public Records Law"). The City shall permit public access to all documents, papers, letters or other material submitted in connection with this RFP and the Contract to be executed for this RFP after bid closing and evaluation, subject to the provision of Section 119.07, Florida Statutes. Any language contained in the Proposer's response to the RFP purporting to require confidentiality of any portion of the Proposer's response to the RFP, except to the extent that certain information is in the City's opinion is a Trade Secret pursuant of Florida law, shall be void. If a Proposer submits any documents or other information to which the Proposer claims is Trade Secret information and exempt from Florida Statutes Section 119.07 ("Public Records Laws"), the Proposer shall clearly designate that it is a Trade Secret and that it is asserting that the documents or information is exempt. The Proposer must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Proposer's response to the RFP constitutes a Trade Secret. The City's determination of whether an exemption applies shall be final, and the proposer agrees to defend, indemnify, and hold harmless the city and the city's officer, employees and agent.

ADDITIONAL PROVISIONS

01

No obligation to proceed – The City is under no obligation to proceed with this Project, or any subsequent Project, and may cancel this RFP at any time without the substitution of another, if such cancellation is deemed in the best interest of the City. Furthermore,

the City may reject any and all proposals, waive any irregularities or informalities in a proposal, and issue a new or modified RFP, if it is found to be in the best interest of the City.

02

Withdrawal and modification – The City may allow a Respondent representative bearing proper authorization and identification to sign for, receive, and withdraw the Respondent's unopened proposal prior to submission deadline. A Respondent wishing to modify its proposal may do so by withdrawing the initial submission and then submitting a modified proposal prior to the submission deadline.

03

Licenses and permits –The successful Respondent shall furnish the City upon request all documentation regarding necessary licenses, permits, certifications, and/or registrations required by the laws or rules and regulations of the City of Bonita Springs, Lee County, other units of local government, the State of Florida and the United States. The Respondent certifies that it is now and will remain in good standing with such governmental agencies and that it will keep its licenses, permits, certifications, and/or registrations in force during the term of the agreement.

04

Errors in proposals – Respondents will not be allowed to change or alter their proposals after the deadline for proposal submission. The City reserves the right, however, to correct obvious errors. This type of correction may only be allowed for "obvious" errors such as arithmetic, typographical, or transposition errors. Any such corrections must be approved by the City of Bonita Springs and countersigned by the Respondent. Respondents are advised to make sure that their proposals are true and correct when submitted.

08 IMPORTANT INFORMATION

05

Respondent expenses – By submitting a response to this RFP, or participating in the process, each Respondent agrees that all of its related expenses are its sole responsibility. The City will not be responsible for any costs whatsoever incurred by the Respondent in connection with, or resulting from the RFP process, including but not limited to costs for preparation/submission of proposals, travel & per diem, attending interviews, providing presentations or demonstrations, and participating in contract negotiation sessions.

06

Proposal life - Respondents must hold their proposals open and pricing firm for one hundred eighty (180) calendar days from the proposal submission deadline. Any proposal accepted by the City for the purpose of contract negotiations shall remain valid until superseded by an executed contract or until rejected by the City.

07

Revision to the RFP - The City may modify or amend this RFP at any time. If it becomes necessary for the City to revise any part of this RFP, the revision(s) will be posted on CBRE's Project website (www.bonitaspringsimperialcrossing.com). In such an event, the submission deadline may be extended, at the option of the City, to allow Respondents the opportunity to revise their proposals accordingly.

08

All information in a Respondent's proposal is subject to disclosure under the provisions of the State of Florida's public record laws, unless marked as "confidential" as per the provisions on [page 29](#) of this document. Proposal responses received and opened will not be available to the public until after negotiation and award of the contract to the selected Respondent, or the final cancellation of the RFP/procurement.

09

All questions or requests for clarifications shall be submitted as specified in this RFP. Written responses will be provided as an official addendum to the RFP in accordance with the submittal time line. Respondents shall note that the official addendum represents the City's official position and supersedes any oral responses to inquiries or written responses by the City or CBRE other than by official addendum. The official addendum will be posted on CBRE's Project website (www.bonitaspringsimperialcrossing.com). All questions or requests for clarification are due by Friday, February 14, 2020.



Imperial Crossing

RFP #20-02



09 APPENDICES

09 Appendices

ATTACHMENT A - INSURANCE REQUIREMENTS

ATTACHMENT B - E-VERIFY

ATTACHMENT C - SOLICITATION RESPONSE FORM

ATTACHMENT D - CONFLICT OF INTEREST

ATTACHMENT E - SCRUTINIZED COMPANY STATEMENT

PLEASE COMPLETE AND SUBMIT ALL FORMS WITH RFP

>>>>Failure to submit the above forms with your RFP response may disqualify your submittal. <<<<

FORMS CAN BE FOUND ON WWW.BONITASPRINGSIMPERIALCROSSING.COM

Imperial Crossing



AFFILIATED BUSINESS DISCLOSURE

CBRE, Inc. operates within a global family of companies with many subsidiaries and related entities (each an "Affiliate") engaging in a broad range of commercial real estate businesses including, but not limited to, brokerage services, property and facilities management, valuation, investment fund management and development. At times different Affiliates, including CBRE Global Investors, Inc. or Trammell Crow Company, may have or represent clients who have competing interests in the same transaction. For example, Affiliates or their clients may have or express an interest in the property described in this Request for Proposal (the "Property"), and may be the successful bidder for the Property. Your receipt of this Request for Proposal constitutes your acknowledgment of that possibility and your agreement that neither CBRE, Inc. nor any Affiliate has an obligation to disclose to you such Affiliates' interest or involvement in the sale or purchase of the Property. In all instances, however, CBRE, Inc. and its Affiliates will act in the best interest of their respective client(s), at arms' length, not in concert, or in a manner detrimental to any third party. CBRE, Inc. and its Affiliates will conduct their respective businesses in a manner consistent with the law and all fiduciary duties owed to their respective client(s).

Your receipt of this Request for Proposal constitutes your acknowledgment that (i) it is a confidential Proposal solely for your limited use and benefit in determining whether you desire to express further interest in the acquisition of the Property, (ii) you will hold it in the strictest confidence, (iii) you will not disclose it or its contents to any third party without the prior written authorization of the owner of the Property ("Owner") or CBRE, Inc., and (iv) you will not use any part of this Request for Proposal in any manner detrimental to the Owner or CBRE, Inc.

If after reviewing this Request for Proposal, you have no further interest in purchasing the Property, kindly return it to CBRE, Inc.

DISCLAIMER

© 2020 CBRE, Inc. All rights reserved. This information has been obtained from sources believed reliable, but has not been verified for accuracy or completeness. You should conduct a careful, independent investigation of the property and verify all information. Any reliance on this information is solely at your own risk. CBRE and the CBRE logo are service marks of CBRE, Inc. All other marks displayed on this document are the property of their respective owners. Photos herein are the property of their respective owners. Use of these images without the express written consent of the owner is prohibited.

This Request for Proposal contains select information pertaining to the Property and the Owner, and does not purport to be all-inclusive or contain all or part of the information which prospective investors may require to evaluate a purchase of the Property. The information contained in this Request for Proposal has been obtained from sources believed to be reliable, but has not been verified for accuracy, completeness, or fitness for any particular purpose. All information is presented "as is" without representation or warranty of any kind. Such information includes estimates based on forward-looking assumptions relating to the general economy, market conditions, competition and other factors which are subject to uncertainty and may not represent the current or future performance of the Property. All references to acreages, square footages, and other measurements are approximations. This Request for Proposal describes certain documents, including leases and other materials, in summary form. These summaries may not be complete nor accurate descriptions of the full agreements referenced. Additional information and an opportunity to inspect the Property may be made available to qualified prospective purchasers. You are advised to independently verify the accuracy and completeness of all summaries and information contained herein, to consult with independent legal and financial advisors, and carefully investigate the economics of this transaction and Property's suitability for your needs. ANY RELIANCE ON THE CONTENT OF THIS REQUEST FOR PROPOSAL IS SOLELY AT YOUR OWN RISK.

The Owner expressly reserves the right, at its sole discretion, to reject any or all expressions of interest or offers to purchase the Property, and/or to terminate discussions at any time with or without notice to you. All offers, counteroffers, and negotiations shall be non-binding and neither CBRE, Inc. nor the Owner shall have any legal commitment or obligation except as set forth in a fully executed, definitive purchase and sale agreement delivered by the Owner.

Imperial Crossing

10580 Goodwin Street
27400 Old 41 Road
27333 Old 41 Road
Bonita Springs, FL



CONTACT INFORMATION



JEFFREY GAGE
+1 239 330 7665
jeffrey.gage@cbre.com

LEE ANN KORST
+1 850 251 9319
leeann.korst@cbre.com

CBRE, INC.
527 Henley Drive
Naples, FL 34104

CBRE

A ±5.97 Acre Opportunity

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**CITY OF BONITA SPRINGS
IMPERIAL CROSSING
REQUEST FOR PROPOSALS #20-02**



February 11, 2020

Dear Prospective Respondents:

Re: City of Bonita Springs Imperial Crossing, Request for Proposals (RFP) #20-02, for a mixed-use development opportunity on ±5.97 acres of land.

Attached is one (1) copy of Addendum 1, which is hereby made part of the above referenced project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jeffrey Gage'.

Jeffrey Gage

CBRE, Inc

Addendum No. 1

CITY OF BONITA SPRINGS
IMPERIAL CROSSING
REQUEST FOR PROPOSALS #20-02



This Addendum No. 1 forms a part of the Request for Proposals and modifies the original solicitation package.

1) Questions and Answers:

Q1. Is the approach to apply for a historic preservation/designation in the future?

A1. While the City does have a very active Historical Preservation Board, as well as a local non-profit known as the Bonita Springs Historical Society, this new development would not qualify for historic preservation/designation. Nevertheless, the City is looking to preserve its historical character by incorporating “Old Florida” vibrancy and pedestrian traffic in order to make this parcel a cornerstone of the downtown area. It is the City’s hope that the new development will complement the existing style in the area.

Q2. The RFP focuses on multi-family, retail and possibly a parking garage. There is no information about green space. What is being done to address that?

A2. The City’s general open space requirements can be found in **Sec. 3-417 – Open Space** of the City’s Land Development Code. The open space requirements for Planned Developments can be viewed in **Sec. 4-328 - Open Space**. The City’s entire Land Development code can be viewed online at: library.municode.com/fl/bonita_springs.

The City wants proposals to “activate” the riverfront, including green space, for the public to enjoy the Imperial River. Proposers that include retail components in their proposals are encouraged to add restaurants along the river, so that there is public access on the North side. While the focus of the development may be retail and multifamily, the City very much wants the development to inspire a sense of community within the development itself.

DPZ provided plans that can be seen in the RFP, but keep in mind that these are not designs, but rather some inspirations for proposers.

Q3. How are you expecting the form-based code to be implemented or when can we expect that code to be released?

A3. A current draft of the form-based code will be posted on the project website. Please note minor changes may occur before its formal adoption in Spring 2020. The adoption date is contingent upon completion of certain other actions related to amending the City’s Comprehensive Plan. While we cannot control any challenges to the amendment process, there has been significant support from the City Council in this process.

As it relates to this project, the main parcel (10580 Goodwin Street) will be zoned as a special district under the new form-based code. Therefore, as its own special district, the City has great flexibility in order to accommodate any necessary adjustments to the code to facilitate the selected proposal.

Q4. As it pertains to the approval process, there is an ordinance that states that the ultimate use must be approved by City at public hearing, even though this is an RFP. Can you clarify that is going to be part of the approval process?

A4. Our typical approval process for Planned Developments includes the following meetings in sequential order:

1. Pre-application conference (Sec. 4-294) – *optional at applicant’s request*
2. Pre-application neighborhood meeting (Sec. 4-28)

CITY OF BONITA SPRINGS
IMPERIAL CROSSING
REQUEST FOR PROPOSALS #20-02



3. Application submittal (Sec. 4-295)
4. Post-sufficiency neighborhood meeting (Sec. 4-28)
5. Pre-hearing conference (Sec. 4-297)
6. Public hearing before the Zoning Board (Sec 4-299(a))
7. Public hearing before the City Council (Sec. 4-299(b))

The applicable zoning procedures and requirements can be found in the City's Land Development Code within **Chapter 4, Article III. – Planned Developments**, which can be viewed in its entirety online at: library.municode.com/fl/bonita_springs.

Upon adoption of form-based code, which is largely design-based, any project that complies with all the requirements of the code will be approved administratively by right. A draft will be posted to the website. Please note that minor changes may be made before formal adoption in Spring 2020.

Q5. How will the questions and answers from the pre-bid conference meeting be distributed?

A5. The questions and answers from today's meeting will be posted on the project website. It is the same portal you used to register and receive the materials. The sign-in sheet will be posted there as well.

Q6. Is there any other public improvement plan, other than what has already been completed or other projects you can speak to in the immediate area?

A6. The City has many sidewalk projects underway to create continuity throughout its walkable community. For example, our community has many middle- and high-school aged students that walk to and from school. Therefore, we continually apply for grants for safer sidewalks and multi-modal transportation.

The City has recently completed major infrastructure improvements throughout the downtown corridor, including new pavers, on-street parking, and enhanced landscaping. The City also recently completed infrastructure improvements related to stormwater in the downtown area, thereby allowing for more flexibility for the developer in the planning/permitting process. The City is also in the process of a undergrounding FP&L poles and utilities along the Old 41 corridor.

Another notable water quality project occurring in the downtown area is a bioreactor working as a filtration system for nitrogen removal from the Imperial River. This project has had very positive results, and public parking is currently permitted on the parcel.

Q7. Is CBRE allowed to schedule site visits with interested parties and/or supply market data? Understanding the cone of silence is in effect and all questions and answers must be submitted in writing?

A7. The City is unable to accommodate scheduled tours of the parcel, but it should be noted that the parcel can be easily viewed from all sides. Any market information that we have available is already posted to the website. CBRE encourages all proposers to complete their own market due diligence.

Q8. What is the maximum height for multifamily allowed?

A8. The new form-based code provides various height regulations by transect. These requirements can be reviewed in the draft posted on the website.

CITY OF BONITA SPRINGS
IMPERIAL CROSSING
REQUEST FOR PROPOSALS #20-02



Q9. Will a draft of the new form-based code or a list of proposed changes be provided and if so when?

A9. A current draft will be posted on the project website. Please be advised there may be minor changes prior to formal adoption this spring.

Q10. I did not see any of the Appendices on www.bonitaspringsimperialcrossing.com. Can you please provide?

A10. Appendices can be found in the Virtual Deal Room. The link to the Virtual Deal should have been received upon registering.

Q11. The RFP references acknowledging and signing CBRE's commission agreement. Please clarify how their commission is calculated and provide the commission agreement to execute.

A11. The commission agreement will be posted on the project website for each firm to execute. The commission calculation is clarified below per CBRE's contract with the City.

CBRE will be paid a Success Fee for Development Advisory Services by the selected respondent "Developer", calculated on the Total Project Value on a sliding scale as listed below. Total Project Value "TPV" is defined as all hard and soft costs of the project, including but not limited to, the value of the land plus infrastructure, design, and construction costs as proposed by Developer.

The Developer shall pay the fee within thirty (30) days of execution of all development agreements between the City and Developer. CBRE shall credit back to the City any monthly retainer previously paid at such time as CBRE is paid by Developer. CBRE will specify the fee arrangement and payment terms in the RFQ and RFP issued by CBRE on the City's behalf and stipulate that said fee is to be paid by the Developer as a condition for consideration of the Developer's proposal to the City.

SERVICE	PAID BY	AMOUNT	TIMING
Consulting services for marketing, RFQ/RFP development and distribution, bid analysis and documentation	City	\$7,500	Payable monthly as services are rendered. Credited back to the City upon execution of development agreement
Transaction and development advisory brokerage	Developer	Per sliding scale listed below	Within 30 days of execution of development agreement

SUCCESS FEE	TOTAL PROJECT VALUE TRANCHE
3.50%	\$0 - \$10 M
3.00%	\$10 M - \$20 M
2.50%	\$20 M - \$30 M
2.00%	\$30 M - \$50 M
1.75%	\$50 M - \$100 M
1.50%	\$100 M or greater

Commissions are calculated on a cumulative basis. By way of example, the following illustration would be applicable assuming a \$21,000,000 Total Value of the Project:

- (a) A percentage of three and one-half percent (3.50%) of the Project Value up to \$10,000,000; PLUS
 - (b) Three percent (3.00%) of the portion of the Project Value greater than \$10,000,000 up to \$20,000,000; PLUS
 - (c) Two and one half percent (2.50%) of the portion of the Project Value greater than \$20,000,000.
- Resulting commission: \$350,000 + \$300,000 + \$25,000 = \$675,000

These fees reflect fees payable to CBRE only. Any outside brokers/buyer representatives will be responsible for seeking commissions from their principals unless the City believes it to be prudent to offer a supplemental outside representation fee at its discretion.

BONITA SPRINGS CITY COUNCIL		GREEN SHEET:	20-05-101
AGENDA ITEM SUMMARY			
REQUESTED MOTION: Discussion and implementation of a Distinguished Public Service Award Program.			
MEETING DATE: 5/6/2020			
AGENDA:		REQUIREMENT/PURPOSE: (Specify)	
☐ PRESENTATIONS	☐ STATUTE	Jesse Purdon Council Member, District 2	
☐ CONSENT	☐ ORDINANCE		
☐ PUBLIC HEARING	☐ ADMIN. CODE		
☒ MAYOR AND COUNCIL MEMBER ITEMS	☐ OTHER		
☐ MAYOR AND COUNCIL MEMBER'S REPORTS			
☐ CITY ATTORNEY ITEMS			
☐ CITY MANAGER ITEMS			
BACKGROUND: At City Council's April 1, 2020 meeting, I requested Council's thoughts about implementing a monthly Distinguished Public Service Award Program to recognize those in public service who have contributed in some way to the good of the city. I specifically suggested first responders, including the Bonita Springs Fire Control & Rescue District, the Lee County Sheriff's Office, City Staff. I would also like to include members of the public. I would like to begin implementing this Program and wish to invite a recipient at our May 20 th meeting. I look forward to discussing future recipients and gathering nominations from the Council.			
IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☐ YES ☒ NO IF YES, WHICH STRATEGIC OBJECTIVE?			
STAFF RECOMMENDATIONS: Council's pleasure			
REVIEWED BY: City Manager: City Attorney: City Clerk: Department Director: 			
COUNCIL ACTION: ☐ APPROVED ☐ DENIED ☐ DEFERRED ☐ OTHER			

BONITA SPRINGS CITY COUNCIL		GREEN SHEET:	20-05-107
AGENDA ITEM SUMMARY			
REQUESTED MOTION: Direct Staff to proceed with developing and advertising a Request for Qualifications (RFQ) for grant writing and grant support continuing services.			
MEETING DATE: 5/6/2020			
AGENDA:		REQUIREMENT/PURPOSE: (Specify)	REQUESTOR OF INFORMATION:
☐	PRESENTATIONS	☐	Peter Simmons Mayor
☐	CONSENT	☐	
☐	PUBLIC HEARING	☐	
☒	MAYOR AND COUNCIL MEMBER ITEMS	☐	
☐	MAYOR AND COUNCIL MEMBER'S REPORTS		
☐	CITY ATTORNEY ITEMS		
☐	CITY MANAGER ITEMS		
BACKGROUND:			
As you know, the City has been very successful in applying for and receiving grants that are now approaching in excess of \$29 million. As the projects associated with these grant awards move into development and execution phases, city staff time will be directed towards meeting the grant requirements and delivering the projects. The city still has needs in excess of the current award amount to help mitigate the effects of flooding and water quality issues. I would like for Council to consider advertising for grant writing and support services so that as the city moves into project delivery, it can continue to keep up an aggressive grant application strategy to help fund future projects.			
IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☒ YES ☐ NO IF YES, WHICH STRATEGIC OBJECTIVE? 3) Enhance City Finances			
STAFF RECOMMENDATIONS: City Council's pleasure			
REVIEWED BY:			
City Manager: _____ City Attorney: _____ City Clerk: _____ Department Director: _____			
COUNCIL ACTION:			
☐ APPROVED ☐ DENIED ☐ DEFERRED ☐ OTHER			

BONITA SPRINGS CITY COUNCIL		GREEN SHEET:	20-05-19
AGENDA ITEM SUMMARY Discuss a Developer's Agreement for property at 91612 & 9171 Bonita Beach Road			
REQUESTED MOTION: Direct staff to negotiate Development Agreement.			
MEETING DATE: 5/6/2020			
AGENDA:		REQUIREMENT/PURPOSE: (Specify)	REQUESTOR OF INFORMATION:
☐ PRESENTATIONS	☐ STATUTE	Mike Gibson, District 4 Derek Rooney, City Attorney John Dulmer, Community Development Director	
☐ CONSENT	☐ ORDINANCE		
☐ PUBLIC HEARING	☐ ADMIN. CODE		
☒ MAYOR AND COUNCIL MEMBER ITEMS	☒ OTHER		
☐ MAYOR AND COUNCIL MEMBER'S REPORTS			
☐ CITY ATTORNEY ITEMS			
☐ CITY MANAGER ITEMS			

BACKGROUND:

Properties located at 91612 & 9171 Bonita Beach Road, adjacent to City Hall, are under common ownership with an additional property located at 28000 Spanish Wells Blvd. The owner desires to develop these properties as a unified campus, expanding the business currently operating at 28000 Spanish Wells Blvd. At build-out, the owner has indicated they need an additional 127,000+/- SF of building area to accommodate their staff and operations. The property currently has CT zoning but rather than utilize the existing zoning which would allow the proposed expansion. However, before proceeding under the current entitlements the property owner is requesting the City consider entering into a home rule Development Agreements under Chapter 2, Article of the LDC.

Permitting the two vacant parcels under a developer's agreement would allow for a more efficient design. In particular, it would allow the property owner surety that the space needed for business operations would be permitted while providing a larger preservation area than otherwise required by the LDC. The parcel at 9171 Bonita Beach Road contains a rare and unique habitat of xeric scrub. Utilizing a development agreement mechanism would allow the City and owner to shift a portion of the open space required from the western vacant parcel to the eastern parcel. Without an agreement, each parcel would be required to provide open space and native vegetation preservation individually. The result would be the loss of habitat as well as a probable reduction in developable square footage based on direct application of development standards on both properties.

Development agreement require public hearings in accordance with the City's regulations.

IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☒ **YES** ☐ **NO**

IF YES, WHICH STRATEGIC OBJECTIVE? #4 – Environmental Protection

STAFF RECOMMENDATIONS: Direct staff to negotiate with the property owner to develop an agreement for Council consideration.

REVIEWED BY:

City Manager:

City Attorney:

City Clerk:

Department Director:

COUNCIL ACTION:

- ☐ **APPROVED**
- ☐ **DENIED**
- ☐ **DEFERRED**
- ☐ **OTHER**

BONITA SPRINGS CITY COUNCIL		GREEN SHEET:	20-05-104
AGENDA ITEM SUMMARY			
REQUESTED MOTION: Informational item: City Council Appointments to various Boards and Committees			
MEETING DATE: May 6, 2020			
AGENDA:		REQUIREMENT/PURPOSE: (Specify)	REQUESTOR OF INFORMATION:
☐ PRESENTATIONS	☐ STATUTE	Arleen Hunter City Manager	
☐ CONSENT	☐ ORDINANCE		
☐ PUBLIC HEARING	☐ ADMIN. CODE		
☐ MAYOR AND COUNCIL MEMBER ITEMS	☐ OTHER		
☐ MAYOR AND COUNCIL MEMBER'S REPORTS			
☐ CITY ATTORNEY ITEMS			
☒ CITY MANAGER ITEMS			
BACKGROUND:			
After each municipal election, the Mayor and Council make appointments from its elected body as City liaisons and members of various boards and committees, both internal and external. Attached for your information is the listing of 2018 City Council Committee appointments for your review for appointments to be made at your May 20, 2020 meeting. Attachments: Listing of City of Bonita Springs Committee / Liaison Appointments Booklet of Committee List Descriptions, meetings			
IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☐ YES ☒ NO IF YES, WHICH STRATEGIC OBJECTIVE?			
STAFF RECOMMENDATIONS: Informational. Appointments to be made at City Council's May 20, 2020 meeting.			
REVIEWED BY: City Manager: City Attorney: City Clerk: Department Director: 			
COUNCIL ACTION:			
☐ APPROVED ☐ DENIED ☐ DEFERRED ☐ OTHER			

City of Bonita Springs Committee / Liaison Appointments
City Council Committees 2018

Committees	Simmons	Quaremba	DeWitt	Carr	O'Flinn	Gibson	Forbes
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CITY COMMITTEES

Art in Public Places Committee		X					
Bicycle / Pedestrian Facilities Committee						X	
Historic Preservation Board				X			
Outreach Advisory Committee	X						
Special Events Committee			X				
Street Light Committee			X				
Technology Advisory Board						X	
Tree Advisory Board							X
Veterans Advisory Committee		X		X			

EXTERNAL COMMITTEES

Agency on Bay Management (ABM)							X
Bay & River (Estero Bay Agency on Bay Management)							X
Blue Zone					X		
Board of County Commissioners (BOCC)	X						
Bonita Estero Economic Development Council							X
Bonita Springs Utilities (BSU)							X
Chamber of Commerce							X
Charlotte Harbor National Estuary Program (CHNEP)							X
Coastal Advisory Committee (Beaches & Shores)			X				
Collier County Liaison	X						
CREW Land and Water Trust Executive Board		X					
Estero Liaison (Estero Community Committee Leaders - ECCL)	+				X		
Fire Control District Liaison				X			
Florida League of Cities (FLC) Liaison	X					X	
Fort Myers Beach Liaison			X				
Horizon Council		X					
Human Services Advisory Council				X			
Lee County Sheriff's Office Liaison				X			
Metropolitan Planning Organization (MPO) - 2 voting members	X				X		
Metropolitan Planning Organization (MPO) - Alternate							X
Regional Planning Council (RPC)			X				
Southwest Florida League of Cities (SWFLC)	X						
Southwest Florida League of Cities (SWFLC) - Alternate							X
Tourist Development Council (TDC)						X	
West Coast Inland Navigation District (WCIND)				X			
Wonder Gardens Board					X		
YMCA						X	



Advisory Boards



Art in Public Places



Historic Preservation Board



Special Events Committee



Zoning Board



Local Planning Agency



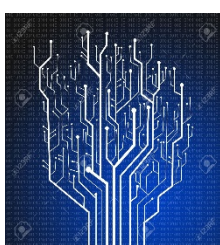
Street Light Advisory Board



Veteran's Advisory Committee



Tree Advisory Board



Technology Advisory Board



Bicycle Pedestrian Safety Advisory Committee



Outreach Advisory Committee

Volunteer Today

It make the whole community stronger

The City of Bonita Springs is thankful for the volunteers that allow the City to practice government light. The city relies heavily on the input and time, volunteerism and expertise of the volunteers that make up these committees.

The City of Bonita Springs Official Citizen Advisory Committees are: Art in Public Places, Historic Preservation Board, Special Events Committee, Zoning Board, Local Planning Agency, Street Light Advisory Committee, Veteran's Advisory Committee, Tree Advisory Board, Technology Advisory Board, Bicycle Pedestrian Safety Advisory Committee and Outreach Advisory Committee. Each of these volunteer committees taps into the talent that is here in Southwest Florida. These individuals step up and volunteer their time in order to make the City better.

The City of Bonita Springs in always seeking volunteers to serve on various advisory boards and committees that have been established to assist the City Council on a number of civic issues when vacancies occur. The terms and conditions of these committees vary. Please visit http://www.cityofbonitasprings.org/services_departments/city_clerk/boards_and_committees to download the Advisory Committee application and to see current openings.

If you are interested in serving on a committee, please submit your application to City Clerk, Debbie Filipek.

Advisory Boards

Art in Public Places Board

The Art in Public Places Board is devoted to developing a public art collection by selecting, locating, placing and maintaining art in public places, exposing the community to the arts, fostering education programs and advancing economic growth. The Board acquires art for the City utilizing private and public sponsorships. By bringing artwork outside traditional contexts, the Art in Public Places Board provides increased access to the art. One of the Art in Public Places projects is Art in the Sun. This project brings art donated by local and national artists along Old 41 so the public may enjoy them. A few of the pieces on display include: Setting the Pace by Jane DeDecker, the Secret Bench of Knowledge by Lea ViVot and Lobster Claw Heliconia by Dave Kellum.

Historic Preservation Board

The purpose of the Historic Preservation Board is to identify, evaluate, preserve and protect historical and archaeological sites and districts within the City of Bonita Springs. The Board reviews historic sites, areas, structures and buildings for possible designation as historic resources and determines the historical significance of a designated historic resource. Prior to changes to an historic structure or property, the Board issues certificates of appropriateness to protect these resources. The board also encourages historic preservation by creating programs of technical assistance and financial incentives for preservation practices. They work to stabilize and improve property values through the revitalization of older residential and commercial neighborhoods. They also promote historic preservation activities and cultural and educational programs aimed at fostering a better understanding of the community's heritage.

Special Events Committee

The Special Events Committee helps promote and support the city events. The three major events they assist with are Celebrate Bonita, 4th of July and Holiday in the Park. They also provide recommendations to City Council on any changes to the special events ordinance. The committee is also called upon from time to time to advise Council for events.

Zoning Board

The purpose of the Zoning Board is to look at cases and make recommendations to Council based on evidence, experts, and sworn testimony. The Board reviews applications of property owners wishing to change the use/zoning of their property. After reviewing the application, the Board makes recommendations to City Council based on evidence, experts, and sworn testimony.

Local Planning Agency

Under Sec. 163.3174, F.S., each local government is required to establish, by ordinance, a Local Planning Agency (LPA). The Local Planning Agency reviews rezoning and comprehensive plan amendments in Bonita Springs. The LPA consists of appointed members selected from the community. It has the responsibility for making recommendations to the City Council regarding development of, or changes to, the City's Comprehensive Plan and the Land Development Code as well as a variety of other items, to ensure that they are consistent with, and serve to implement, the City's Comprehensive Plan.

Street Light Advisory Board

The Street Light Advisory Board reviews citizens' requests for new lighting by individually going out to the area and investigating things like where are the transformers, shrubbery that would interfere, private property or roads that would restrict the service and many other issues. They visit in the daytime as well as night to become aware of the situation. The board also studies the city lighting map to investigate areas that need additional lighting. The volunteers investigate and report back to the board. They also investigate streetlights that are out and obtain the number on the pole. The number on the pole is like a street address for the pole making it easier for FPL to repair at the exact location. The board members are a dedicated group that take action and get the job completed.

Veteran's Advisory Committee

This committee has several duties. The committee assists the City in providing input regarding any and all veterans affairs, assists the American Legion Ladies Auxiliary in the administration of the Gold Star/Blue Star Mothers Program, acts as a resource agency for setting standards for the flying of our National Flag, and also assists the Bonita Springs Assistance Office through an out-reach program for homeless vets. They also network with the VA and the Lee County Veteran's Service Office regarding veteran's affairs. In addition, the committee acts as a liaison to the City for all three veteran's organizations in Bonita Springs; American Legion Posts #303 and #388, and Veterans of Foreign War Post #4254. The last several years, they've also co-sponsored (along with the three aforementioned veterans' organizations and the City) "Star Spangled Bonita" on July 4th, and both the Memorial Day and Veteran's Day ceremonies at River-side Park. The committee, by City Charter, is comprised of nine members comprised of one member from each of the following five veterans organizations: the VFW, the American Legion, the VFW Ladies Auxiliary, the American Legion Ladies Auxiliary, and the Purple Heart Association (combat wounded veterans); along with four veterans at large. Please e-mail Bobby Hunter at bhunter024@yahoo.com for more information on the Veteran's Advisory Committee or for a concern or need for a Veteran in our community.

Tree Advisory Board

The Tree Advisory Board was founded by Mayor Ben Nelson. The Tree Advisory Board realizes the importance of trees to our community, our world and our lives. The Board works to keep the City of Bonita Springs a Tree City USA. The Board also protects heritage trees such as live oak, banyan trees, and slash pines not only for history and longevity, but how they positively impact eco-systems. The Board reviews land development and zoning sites prior to redevelopment to ensure heritage trees are protected and preserved. They also work to inform the public about native plants that are healthy for our community and invasive exotics that should be avoided as well as good pruning practices. Also, the Board deals with non-native invasive plants.

Technology Advisory Board

The purpose of the Technology Advisory Board is to research various topics that relate to new technologies and their impact on the City of Bonita Springs. The committee is made up volunteers with diverse and extensive real-world experience, a willingness to share ideas objectively and a long-term view of the functions of local government. The committee's initial assignments are to understand the integration needs and issues of the City's various existing technologies, to deal with any "green" issues as they relate to emerging technology, to review existing security practices and to explore social networking opportunities for the City. The committee will eventually formulate recommendations for Council to consider along these lines.

Bicycle Pedestrian Safety Advisory Committee

The Bicycle Pedestrian Safety Advisory Committee strives for the enhancement of bicycle and pedestrian paths for the safety of residents and visitors of Bonita Springs. BPSAC objectives include improving the conditions for bicyclists and pedestrians, promoting bicycling and walking as a means of transportation, and enhancing safety for bicyclists and pedestrians. The Committee also reviews relevant ordinances, organizes public events and works with other bicycle and pedestrian organizations at state and national levels. A main component of this five-person committee is to coordinate with other groups so that Bonita Springs will interface and have connectivity with the other bicycle and walking organizations.

Outreach Advisory Committee

The Outreach Advisory Committee provides input to the City Council with a view towards fostering broad and inclusive participation by members of the Bonita Springs community in civic affairs without regard to race, creed or gender. Input may include suggestions regarding city programs, events and advisory committee participation.

Committee List Descriptions, Meetings

Bay & Rivers (Estero Bay Agency on Bay Management)

The ABM is a non-regulatory advisory committee to the Council. Its directive is to make comments and recommendations regarding the management of Estero Bay and its watershed. The ABM collects and maintains data and it reviews and comments to regulatory agencies on issues affecting the watershed. Its members include Lee County legislative delegates and representatives of the Council, local chambers of commerce, citizen and civic associations, the Responsible Growth Management Coalition, Lee County, Collier County, Fort Myers, Fort Myers Beach, the SFWMD, the Florida Department of Environmental Protection, the Florida Fish and Wildlife Conservation Commission, Florida Gulf Coast University, Federal agencies involved in natural resource management, commercial and recreational fishing interests, environmental and conservation organizations, scientists, affected property owners, and the land development community.

Meetings: 2nd Monday of the Month at 9:30 a.m. Most meetings are held in the conference room of the Southwest Florida Regional Planning Council, but some are occasionally held at other sites within the Estero Bay watershed.

Blue Zone

Blue Zones Project encourages changes to the community that lead to healthier options.

The steering committee provides general guidance to the Blue Zones Team and the sector leadership committees. The structure of the steering committee is such that the local mayors or their designee are invited to sit on that committee. There are 17 leaders from various sectors (chambers of commerce, schools, health, worksites, municipalities, etc.) that sit on this committee.

Being on the Policy Committee provides a means in which they can inform other leaders and the community about the initiatives, as well as ask for collaboration from key partners. In addition, Blue Zones Project can fund bringing in national policy (built environment, food and tobacco) to consult with city representatives if desired.

Board of County Commissioners (BOCC)

The five-member Board of County Commissioners is the legislative and governing body of Lee County, Fla. Each County Commissioner is elected at large for a maximum of three, four-year terms of office. Each Commissioner represents and resides in one of the five Commission Districts. Each November, the Board elects a Chairman who serves as its presiding officer.

Meetings: 1st and 3rd Tuesday of the Month at 9:30 a.m in Fort Myers.

Bonita Estero Economic Development Council

The Bonita Springs Estero Economic Development Council (BSEEDC) is committed to building a regionally prosperous, sustainable, and economically diverse community. Our role is to serve as brand ambassadors, facilitators and advocates. We exist to help local companies succeed and grow, to help relocating companies get their business up and running as quickly as possible, and to attract new businesses to our region for sustainable job growth.

This board also makes quarterly presentations to the Bonita Springs City Council.

Meetings: Second Wednesday of each month at 4:00 pm at the Chamber Office

Bonita Springs Utilities (BSU)

Bonita Springs Utilities is a not-for-profit water and wastewater utility founded by local citizens in 1971. The member-owned utility provides service in the City of Bonita Springs, The Village of Estero and unincorporated South Lee County.

Meetings: The Board of Directors meets at 5 p.m. on the first and third Tuesday of each month at the BSU office located at 11900 East Terry Street (temporarily at 11500 Operations Way). There is also an annual conference held at 7:00 p.m. on the 3rd Tuesday in March.

Chamber of Commerce

The Bonita Springs Area Chamber of Commerce is a membership organization whose mission is to serve our members, promote an environment where business can grow and prosper, and to enhance the quality of life of the Bonita Springs area.

Meetings: 2nd Thursday of the month is Board of Directors meeting and 3rd Thursday of every other month is Executive Board meeting (Executive Board meetings subject to change) at the Bonita Springs Chamber of Commerce office.

Charlotte Harbor National Estuary Program (CHNEP)

Partnership that protects the Charlotte Harbor estuaries from Venice to Estero Bay.

Meetings: Quarterly in Punta Gorda, at 9:30 A.M.

Coastal Advisory Committee

The committee assists the Board of County Commissioners with its establishment of unified beach erosion control and inlet management programs within the unincorporated and incorporated areas of Collier County, and advises the Board of County Commissioners and the Tourist Development Council (TDC) of project priorities with respect to funding sources that are available to Collier County for restoration and protection of its shoreline. The committee is composed of three members from the unincorporated area of Collier County, three members from the City of Naples and three members from the City of Marco Island. Appointments of members from the City of Naples and the City of Marco Island shall be appointed from a list containing one or more qualified applicants submitted by the respective governing bodies of those cities. Selection for membership on this committee will be based upon the applicant's familiarity with coastal processes, inlet dynamics, coastal management programs, or demonstrated interest in such programs; relevant education and experience; leadership and involvement in community affairs; and willingness to attend meetings and to undertake and complete assignments.

Meetings: 2nd Thursday of the month at 1 p.m. in the Board of County Commissioners chambers, third floor, Collier County Government Center, 3299 Tamiami Trail East, Naples, Florida 34112

Collier County BOCC Liaison

The Board of County Commissioners consists of five elected officials who, as the chief legislative body of the County, are responsible for providing services to protect the health, safety, welfare and quality of life of the citizens of Collier County. The Board is the chief policy-making body of Collier County, responsible for providing services to protect the health, safety, welfare and quality of life of the citizens of Collier County. Commissioners are responsible for approving County Government's annual operating budget and capital improvements program and for the appointment of a county administrator to carry out the Board's policies and manage the operations of County Government. Collier County contacts the Liaison on an as-needed basis and vice versa.

Meetings: Meetings are held the 2nd and 4th Tuesday of the month at 9:00 a.m. in the Board of County Commission chambers, third floor, Collier County Government Center, 3299 Tamiami Trail E. Naples, Florida

CREW Land and Water Trust Executive Board

The CREW Land & Water Trust was established in 1989 as a nonprofit organization to coordinate the land acquisition, land management, and public use of the 60,000-acre Corkscrew Regional Ecosystem Watershed.

Estero Liaison (Estero Community Committee Leaders – ECCL)

The ECCL is a group of elected residents from each of Estero's residential communities.

All ECCL delegates report back to their respective community boards and residents directly and through their community media systems ranging from email networks to newsletters to websites or television channels.

Given the incorporation of the Village of Estero, the ECCL is still active in the community and also makes recommendations to the Village Council.

Meetings: 2nd Friday of the month 10:00 a.m. – 12:00 p.m. in the Recreation Center at the Estero Community Park.

Fire Control District Liaison

The Bonita Springs Fire and Rescue District contacts the Liaison on an as-needed basis and vice versa.

Meetings: 2nd Monday of the month at 5:00 p.m. in Bonita Springs Fire Station Four located at 27701 Bonita Grande Drive.

Florida League of Cities (FLC) Liaison

The Florida League of Cities is the united voice for Florida's municipal governments. Its goals are to serve the needs of Florida's cities and promote local self-government.

Meetings: An annual conference is also held in even years at the Diplomat Hotel in Hollywood, Florida. In odd years, the annual conference is held at the Orlando World Center Marriott in Orlando, Florida.

Fort Myers Beach Liaison

The Town of Fort Myers Beach contacts the Liaison on an as-needed basis and vice versa.

Meetings: There are no recurring meetings other than their elected board meetings that occur the 1st and 3rd Monday of the month at 9:00 a.m., respectively in the Town Hall Council Chambers located at 2523 Estero Boulevard.

Horizon Council

The Horizon Council is a public-private board established in 1991 to advise the Lee County Board of Commissioners on economic development issues. The Council has up to 80 members representing cities; chambers of commerce; economic development and trade organizations; community, business, and education organizations; along with various officers and at-large members.

As a public-private economic development advisory board to the Lee County Board of Commissioners, the Horizon Council is the voice of business in Lee County. The Council's mission is to improve Lee County's business environment, retain and encourage expansion of existing businesses, and attract new and diversified employers. It is the only public-private partnership of Lee County Government and business leaders.

Meetings: 2nd Friday of every month at 8:00 a.m. at the Lee County Economic Development Office 2201 Second Street, Conference Room 118, 1st Floor Fort Myers, FL 33901

Human Services Advisory Council

The Lee County Department of Human Services serves as a collaborative hub for resources (Federal, State, Local, Private, and Non-Profit) designated to aid economically disadvantaged individuals and families in our community.

There are two advisory committees currently associated with Human Services, the Community Action Agency/Neighborhood District Committee and the Community Human Services Council. These committees provide opportunities for community members to participate in planning and discussions of human service needs within Lee County.

Community Action Agency/Neighborhood District Committee

The Community Action Agency/Neighborhood District Committee serves as an advisory body to the Lee County Board of County Commissioners on the planning, performance evaluation and public comment regarding:

- Community Services Block Grant Action Plan
- HUD Consolidated Plan
- HUD Annual Action Plan
- HUD Annual Performance Plan
- Funding for projects within targeted neighborhood districts

The Committee's recommendations shall be submitted to the Board, which may adopt, modify or amend them.

Community Human Services Council

As a result of the Smart Growth initiative and shrinking State and Federal resources, the Board of County Commissioners created the Community Human Services Council (CHSC). The CHSC, comprised of private and public community stakeholders, is charged with the task of effectively designing a community-based plan for current and future human service needs in Lee County.

As state and federal funding diminishes, services and associated costs shift to the local community. This means we will need to prioritize services; invest in measurable outcomes; and coordinate advances in technology, planning and service delivery to effectively meet service demands. The CHSC will assure there is a countywide strategic plan to assist in providing service coordination and resource planning. The strategic plan will promote strengthening of private and public partnerships, promote collaboration and integration of community services, and strive to eliminate fragmented service delivery systems.

Meetings: Meetings will be held monthly unless otherwise determined by the membership.

Lee County Sheriff's Office Liaison

Lee County Sheriff's Office contacts the Liaison on an as-needed basis and vice versa.

Meetings: There are no recurring meetings.

Metropolitan Planning Organization (MPO)

The MPO is the body of representatives charged with addressing the transportation needs of the region.

The MPO provides complete information, timely public notice, and full public access to decisions and documents. It supports early and continuing public involvement in the development and review of its plans and programs. It especially tries to seek out and consider the interests of people whose needs may not be well served by the existing transportation system, such as low income and minority households and persons with limited personal mobility.

Normally the MPO annually solicits proposals for transportation enhancement projects on local roads from the public. Applications may include installation of sidewalks, bike paths, and street enhancement improvements.

Meetings: Regular meetings occur on the 3rd Friday of the month at 9:00 a.m. in the City of Cape Coral Council Chambers 1015 Cultural Park Boulevard Cape Coral, Florida 33990 Executive Committee meetings occur the 2nd Wednesday of the month at 1:30 p.m. in Cape Coral Public Works Building Room 200 815 Nicolas Parkway, Cape Coral, FL 33915.

The City of Bonita Springs needs to appoint two (2) voting members and an alternate.

Metropolitan Planning Organization – Alternate

Please see previous page.

Regional Planning Council (RPC)

The agency is directed by a thirty-six member Council composed of local elected officials and gubernatorial appointees. Four individuals who represent State interests provide assistance as Ex-Officio members.

Meetings: 3rd Thursday of the month at 9:00 A.M.

Southwest Florida League of Cities (SWFLC)

This regional league is an off-shoot of the Florida League of Cities but deals with more local, regional issues.

(Membership is based in the counties of DeSoto, Charlotte, Lee, Hendry and Collier)

President: Honorable Teresa Watkins-Brown, Councilwoman, Fort Myers

Meetings: Quarterly on the third Thursday of the month at Veranda Restaurant

2212 Second Street Fort Myers, Florida 33901

Tourist Development Council (TDC)

The Tourist Development Council is a nine-member Council appointed as an advisory committee to the Lee County Board of County Commissioners (BOCC). TDC members oversee the entire tourist development tax fund, provide direction on programs and budget, and review the expenditures of the Lee County Visitor & Convention Bureau (VCB) quarterly.

Voting Membership for municipalities is rotated among the cities. Currently, Councilmember Gibson is a seated, voting member.

Meetings: 2nd Thursday of the month at 9:00 a.m. at the Lee County Admin East, Conference Room #118 on 2201 Second Street, Fort Myers, FL 33901

West Coast Inland Navigation District (WCIND)

The West Coast Inland Navigation District (WCIND) is a multi-county special taxing body, covering Manatee, Sarasota, Charlotte, and Lee counties, encompassing an estimated 1.1 million people. The district plays a pivotal role in the waterway projects that promote safe navigation from the “Open Water” of the Gulf of Mexico or the Gulf Intracoastal Waterway (GIWW) to the systems of secondary waterways and supports boating, fishing, and beach-oriented projects.

Meetings: Meetings occur approximately 6 times per year and are held as called by the commissioner at the Venice City Hall Council Chambers located at 401 W. Venice Avenue, Venice FL

Everglades Wonder Gardens

Members of the community established Bonita Wonder Gardens as a 501(c)(3) not-for-profit organization in September 2014 with the mission to purchase, operate, and enhance the Everglades Wonder Gardens, an historic attraction founded in 1936. The non-profit purchased the Everglades Wonder Gardens in April 2015.

The Everglades Wonder Gardens is dedicated to offering our community and its visitors an educational, recreational, environmental, and historical resource.

YMCA

The YMCA is a nonprofit organization for youth development, healthy living and social responsibility. Based on the input of the YMCA staff and volunteers, the plan defines what the organization wants to achieve in their three areas of focus: youth development, healthy living and social responsibility

Meetings: 3rd Friday of the Month at 8:00 a.m. in Bonita Springs.

BONITA SPRINGS CITY COUNCIL		GREEN SHEET:	20-05-105
AGENDA ITEM SUMMARY			
REQUESTED MOTION: Review of the 2019-2020 Strategic Priorities.			
MEETING DATE: 5/6/2020			
AGENDA:		REQUIREMENT/PURPOSE: (Specify)	REQUESTOR OF INFORMATION:
☐ PRESENTATIONS	☐ STATUTE	Arleen Hunter City Manager	
☐ CONSENT	☐ ORDINANCE		
☐ PUBLIC HEARING	☐ ADMIN. CODE		
☐ MAYOR AND COUNCIL MEMBER ITEMS	☐ OTHER		
☐ MAYOR AND COUNCIL MEMBER'S REPORTS			
☐ CITY ATTORNEY ITEMS			
☒ CITY MANAGER ITEMS			
BACKGROUND: On January 15, 2020, City Council adopted its Strategic Priorities, which staff utilizes in the preparation of the annual budget. As department directors begin to prepare for the FY2020-2021 budget cycle, staff wanted to give Council the opportunity to confirm these priorities in light of the City's response to COVID-19. Attached is the list of Strategic Priorities for Council to review and revise at their pleasure, with potential adoption at the May 20, 2020 meeting.			
IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☒ YES ☐ NO IF YES, WHICH STRATEGIC OBJECTIVE? All			
STAFF RECOMMENDATIONS: For Council's consideration at their May 20, 2020 meeting.			
REVIEWED BY: City Manager: City Attorney: City Clerk: Department Director:  			
COUNCIL ACTION: ☐ APPROVED ☐ DENIED ☐ DEFERRED ☐ OTHER			



2019/2020 STRATEGIC PRIORITIES

- 1) Improve Storm Water Management**
- 2) Transportation**
- 3) Strengthen/Enhance City Finances**
- 4) Environmental Protection**
- 5) Community Aesthetics: Develop and implement Urban Design**
- 6) Strengthen and Enhance Council Relations**
- 7) Government transparency: Increase Outreach/ Accessibility to Citizens**
- 8) Economic Development: Attract highest quality economic development through City's vision of high urban design standards, multimodal and downtown revitalization and vision.**



2019/2020 STRATEGIC PRIORITIES

- 1) Improve Storm Water Management**
 - Develop strategy
 - Schedule for implementation
 - Financing
 - Storm Water Utility
 - Review/ inspection of neighborhood management systems and maintenance

- 2) Transportation:**
 - Multimodal
 - Complete Streets
 - BB Rd Vision
 - Quadrant Plan
 - Sun Trail (Railroad and Hickory Blvd)
 - Logan Boulevard
 - South Forest Mere ROW
 - Traffic light traffic delays
 - Organize participation from other entities
 - Funding strategy

- 3) Strengthen/Enhance City Finances**
 - Long term strategic financial evaluation and cash flow constraints effect on objectives
 - Improve grant strategy and process
 - Review franchise rates
 - Communications Services Fee
 - Electric Franchise Fee
 - Establish Storm Water Utility Fee



4) Environmental Protection

- DRGR Protection: preserve large northern DRGR tracts
- Storm water management and conservation; Florida Forever and 20/20 Programs
- Beach and river water access preservation

5) Community Aesthetics: Develop and implement Urban Design

- Improve look of the city
- Parks: Develop and implement urban design standards in light of available funds
- Review of city physical assets identify responsible parties, program to improve
- Establish city icon
- Inventory areas to see what can be done

6) Strengthen/Enhance Council Relations

- Message coordination
- Activism strategy
- Improve and strengthen relationships with other government jurisdictions
 - State of Florida
 - Lee County
 - SFWMD
 - Recognize process imposed by others
 - Quadrant Plan
 - Landscaping on Bonita Beach Road
 - Lee County bridge proposal
 - Lee Tran
 - Beach parking
 - FEMA grant (LMS)
 - Federal Delegation
 - FEMA & transportation opportunities
 - SFWMD
 - State of Florida funding



- 7) **Government Transparency: Increase Outreach/ Accessibility to Citizens**
- Put on action list completion of Neighborhood/HOA contact; list used for emergency response and activate it
 - Establish quarterly contact with contact list
 - Outreach committee mission
 - Improve communication, website, social media etc.
 - Increase outreach accessibility to citizens
 - Community contacts to incorporate into Emergency Plan
- 8) **Economic Development: Attract highest quality economic development through City's vision of high urban design standards, multimodal and downtown revitalization and vision.**
- High urban standard
 - Multimodal
 - Downtown Revitalization:
 - Consider next steps to development projects for downtown
 - Stabilize Wonder Gardens
 - Completion of library
 - Dixie Moon
 - Unified signage plan
 - Implement visions

CITY COUNCIL
CITY OF BONITA SPRINGS
WEDNESDAY, APRIL 15, 2020
9:00 A.M.
CITY HALL
9101 BONITA BEACH ROAD
BONITA SPRINGS, FLORIDA 34135
MINUTES

COVID-19 NOTICE:

IN ACCORDANCE WITH SOCIAL DISTANCING ORDERS LIMITING GATHERINGS TO TEN PEOPLE OR LESS, ANYONE WHO WISHES TO PARTICIPATE IN PUBLIC COMMENT IS ASKED TO PLEASE SUBMIT YOUR COMMENT VIA EMAIL TO THE CITY AT CITYMEETINGS@CITYOFBONITASPRINGS.ORG BY 12:00 NOON, APRIL 14, 2020.

[CLICK HERE](#) TO WATCH THE MEETING ONLINE, OR VISIT THE CITY'S WEBSITE AT WWW.CITYOFBONITASPRINGS.ORG AND CLICK "HOW DO I?" AND THEN CLICK "WATCH A MEETING LIVE" TO ACCESS THE LIVE STREAM.

I. CALL TO ORDER

Mayor Peter Simmons called the meeting to order at 9:01 A.M.

II. INVOCATION

Pastor Russ Winn furnished the invocation.

III. PLEDGE OF ALLEGIANCE

At the request of Mayor Simmons, Pastor Winn led in the Pledge of Allegiance.

IV. ROLL CALL

Mayor Simmons and all Council Members were in attendance.

City Manager Arleen Hunter addressed the meeting process and guidelines, noting that all public comments received will be posted to the City's website. Communications Director Lora Taylor further addressed the meeting process, public input, etc. She also informed everyone the channels on which one can view the meeting.

Mayor Simmons motioned to approve the meeting guidelines as outlined by Staff relating to the meeting process; Council Member Laura Carr seconded; and the motion carried unanimously.

V. PUBLIC COMMENT ON AGENDA ITEMS: Included as part of the record.

VI. CONSENT AGENDA: (NOTE: ITEMS ON THE CONSENT AGENDA WILL BE CONSIDERED AS ONE UNLESS A SPECIFIC ITEM IS REMOVED BY A COUNCIL MEMBER FOR SEPARATE DISCUSSION.)

Council Member Amy Quaremba motioned approval of the Consent Agenda; Council Member Carr seconded; and the motion carried unanimously.

- A. ADOPT A RESOLUTION OF THE CITY OF BONITA SPRINGS, LEE COUNTY, FLORIDA; CONFIRMING THE RESULTS OF THE LEE COUNTY CANVASSING BOARD IN CONJUNCTION WITH THE MARCH 17, 2020 SPECIAL ELECTION FOR THE CHARTER AMENDMENTS (11 TOTAL). (GREENSHEET NO. 20-04-092) **ADOPTED RESOLUTION NO. 20-22**
- B. APPROVE RESOLUTION TO AWARD RFB 19-18 RIVERSIDE PARK BANDSHELL SOIL RENOVATION AND RE-SOD PROJECT TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER JSM SERVICES, INC., IN THE AMOUNT OF \$85,745 AND APPROVE THE CONTRACT AGREEMENT, PENDING APPROVAL OF ALL DOCUMENTATION. (GREENSHEET NO. 20-04-094) **ADOPTED RESOLUTION NO. 20-23**
- C. APPROVE THE SOVEREIGNTY SUBMERGED LAND LEASE RENEWAL AND MODIFICATION RE-CONFIGURE STRUCTURES AND REFLECT NEW SURVEY (BOT NO. 361095875 RIVERSIDE PROPERTY SITE) (GREENSHEET NO. 20-04-095)
- D. AUTHORIZE STAFF TO SUBMIT A LETTER TO LEE COUNTY DEPARTMENT OF HUMAN AND VETERAN SERVICES IDENTIFYING THE PROPOSED ALLOCATION OF THE CITY OF BONITA SPRINGS COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR FY 2020-2021. (GREENSHEET NO. 20-04-093)
- OPPORTUNITY FOR CITY COUNCIL COMMENTS ON CONSENT AGENDA ITEMS

VII. PROCLAMATIONS AND PRESENTATIONS:

Angela, Brad Lane and Jason Barton, with AT&T, were in attendance to provide a presentation on the use of drones with thermal cameras. They can work towards re-opening the city, crowd management for social distancing, and in high theft areas.

- Live broadcasting and real time collaboration, i.e., audio chat
- Recording events, etc.
- Body temperature detection; and

Council Member Amy Quaremba stated she doesn't see how this fits into our small town charm. She feels it does have applications for our safety officers and fire service.

Council Member Jesse Purdon feels it's a little too big brother for his taste.

Council Member Laura Carr asked if it's a lease, to which Mr. Lane explained that it's a software service. Drones cost between \$2,500 to \$35,000. Council Member Carr agreed with comments by Council Member Quaremba. She doesn't see how it would help us in the fight with COVID-19.

Council Member Chris Corrie doesn't feel there is a need for thermal imaging to check temperatures.

Council Member Mike Gibson agrees with comments made. Feels too overwhelming. He does not believe this is for us.

Council Member Fred Forbes feels it's not in the best interest of the constitution.

Mayor Simmons appreciates the information and thanked AT&T for the presentation. He looks forward to reviewing the information.

Council Member Quaremba addressed Wednesday's Workshop, and she feels that is the appropriate time exploring these kinds of things together. She is interested in exploring concerns expressed by Council, including the effect on business, people, and communities, and to address how we can provide input to the BOCC, the Governor, and the President as they work on opening up society. She will be providing the City Manager with suggestions to address businesses and reach out to them and ask them what they think Council should do, which she would forward to the BOCC. City Attorney Derek Rooney suggested Council provide the City Manager and himself with a list of their priorities.

Council Member Forbes stated his hope is that Staff is developing a plan that when we do get the clearance to come back - that there is a well thought out plan. City Manager Hunter stated they are working on a plan, and they are in continual discussions with local jurisdictions and local partners.

VIII. MAYOR AND COUNCIL MEMBER ITEMS:

A. DISCUSSION OF AESTHETICS WITHIN CITY RIGHT-OF-WAYS. (QUAREMBA; GREENSHEET NO. 20-04-099)

Council Member Quaremba began by referring to an article in a recent Quality City magazine regarding an effort being done by Coral Gables, noting restrictions the City has regarding any kind of communication systems that is placed in the right-of-way that come from the State. Coral Gables has an Ordinance whereby they were able to guide installation of such things so they are aesthetically pleasing. This is something that we have had concerns about in the past, and she would like to ask Staff what kinds of things they have incorporated into their ordinance that we can incorporate in our Ordinance. It's a problem all over the city, as the way it is now they just have to make application and place them wherever they need them. The article is Quality Cities, the First Quarter, on page 23. There are two things sticking up in front of City Hall near the statue in front. Going forward there will be more and more as each individual company provides a service in the City – to put them in where ever and try to landscape around it.

City Attorney Rooney responded, explaining this relates to 5G, noting that the City of Bonita Springs was one of the first to adopt an ordinance, and the legislature pre-empted cities resulting in many provisions of our ordinance being no longer enforceable. This relates to the Florida Advanced Wireless Act. The current state is that Florida can adopt regulations targeting historic districts and aesthetic designs, and it will require companies to comply with those aesthetic regulations. Maintenance has been pre-empted. Council Member Quaremba suggested Staff inquire as to what Coral Gables has done. Mayor Simmons agreed with Council Member Quaremba and asked that Staff look to see what Coral Gables has done and bring back for another discussion.

B. DISCUSSION OF COMMUNICATION RECEIVED FROM RIVERSIDE PARK ARTIST COTTAGE TENANT REGARDING RENT PAYMENTS (GIBSON; PURDON; GREENSHEET NO 20-04-097)

Council Member Mike Gibson referred to an email he received from John Paeno addressing concerns with the artist cottages. His thought is that since the City closed the park that maybe we shouldn't be charging them rent. It is a small amount to the City, but to those not working right now it could mean a big difference to them. He's not sure if it should be refunded or held.

Council Member Jesse Purdon stated that due to the fact that the park is closed, and they operate in the park, that artists have to sell things, and no one is going to the kayak park. If we're the one closing the park, and it's such a small amount, he sees that as a little bit of kindness that means so much. He would appreciate Council's support. They are the only businesses in the park. Again, it's a small amount of money and they are small businesses.

Council Member Quaremba asked if we inquired from the Art in Public Places Board, as she doesn't believe we are struggling to fill those cottages. She asked what the original purpose of having them was – providing workspace for artists, or a commercial space. Even if they are closed they can still go. Council Member Purdon stated that people cannot go down there to shop for art. This will cost us nothing to help them. Council Member Quaremba stated that there is a federal program that allows for paycheck eligible as a result of COVID-19, which she feels they would also be qualified for. She feels they need to rethink what the whole purpose is down there. She is ambivalent on whether this is the right thing to do. There should be a conversation on how we want to handle this in the future. It's one thing they can address at their workshop. Council Member Carr agreed that we need to take a look at the whole picture and address it at the workshop and focus more on how to open up society. Council Member Quaremba addressed a provision in the contract that reflects lower rent in the summer. City Manager Hunter responded that is correct. City Attorney Rooney suggest if they go forward to do the rent abatement on a pro-rated number of days the business was shut down, and also that we address Council Member Gibson's concern as far as money that's been paid, and we can ask them if they want it refunded to applied to a future balance.

Mayor Simmons motioned in agreement with what Council Member Gibson and Purdon put forward. Council Member Gibson stated that while the park is closed that there be no rent, and pro-rata for when it's closed. While we're saying the park is officially closed, he doesn't feel we should be collecting rent. Council Member Quaremba stated that those artist cottages are twofold – to provide a business environment, and the other is to provide a workplace. City Manager Hunter stated that as a May 1st the rent will be \$150. Council Member Quaremba would be in favor of extending that provision to whatever date we closed. She will bring this to the Art in Public Places Board. She feels what role they play needs to be addressed. City Manager Hunter informed Council that rent is \$250 a month in season and \$150 a month out of season. Council recently increased the rent to \$300 a month.

City Attorney Rooney clarified the motion to provide rent abatement on a pro rata basis for every day the properties are on a stay at home/lockdown order. That should be based on the rent due during that timeframe – when the orders went into effect. Also, to ask those who paid their rent whether they want it refunded or set aside for future rent payments.

City Manager Hunter asked if Council would also like to consider the restrooms at the Liles Hotel. Currently we do provide access to the bathroom at the Liles Hotel, and during the crisis the City has been providing extra cleanings of that bathroom because of providing that public access. She asked whether Council would like to maintain access, or stop the extra cleanings. Mayor Simmons feels they should remain open. City Manager Hunter explained that the Liles Hotel is open for Staff currently, and there is a fob that is used to access the bathroom. Council Member Carr questioned why do the extra cleanings if the cottages are closed. City Manager Hunter explained that its for the tenants. Mayor Simmons asked if there is access for the general public, to which City Manager Hunter responded no. Mayor Simmons stated he felt the bathrooms should be cleaned, but questions the need for an extra cleaning. Council Member Forbes suggested sending notice to the cottages that the restrooms will be closed on Sunday. Mayor Simmons agreed. Council Member Gibson agreed that they didn't need the extra cleaning. Council direction to the City Manager relating to the restrooms – to not have to do the extra cleaning. Council Member Purdon clarified that Mr. Paeno did pay his rent.

The motion carried 5-2 (Council Members Carr and Quaremba dissenting)

C. **ADDENDUM:** UPDATE REGARDING CITY OF BONITA SPRINGS VIRTUAL TOWN HALL MEETING – THURSDAY, APRIL 16, 2020 AT 3:00 P.M. (MAYOR SIMMONS)

Mayor Simmons next provided an update and reminder of tomorrow's virtual Town Hall meeting. Communications Director Taylor provided an overview of the Town Hall meeting, and residents input.

IX. PUBLIC COMMENT: Incorporated into the record.

X. CITY ATTORNEY'S ITEMS:

A. APPROVE THE PROPOSED IMPACT FEE AGREEMENT. (GREENSHEET NO. 20-04-098)

City Attorney Rooney next provided an overview of the proposed impact fee agreement for Mosaic. Discussion followed.

City Attorney Rooney to work on the procedures.

Council Member Forbes motioned approval; Mayor Simmons seconded; and the motion carried unanimously. It will be a cash payment – a refund. City Attorney Rooney concurred with Mayor Simmons in that Council approved up to the \$600,000 and if they don't do the kayak launch they will only get \$500,000. He clarified that the \$640,000 amount reflect the items listed in the agreement that are eligible for road impact fee credits. There is another \$180,000 they may be eligible for, which relate to improvements to the school. Matt Feeney, Assistant City Manager, clarified that was for a conveyance that had been initially contemplated in the initial zoning to send water south, across their property and out. Mr. Dulmer further addressed.

XI. CITY MANAGER'S ITEMS:

A. RECEIVE UPDATE ON STORMWATER DATA COLLECTION EFFORTS. (GREENSHEET NO. 20-04-096)

John Dulmer, Community Development, next provided an update on the stormwater data collection efforts. They are now in the area west of U.S. 41, i.e., Bonita Bay, Pelican Landing, etc.

ADDITIONAL ITEM:

City Manager Hunter referred to correspondence received from Carole Green, with Capitol Strategies, who requested a letter from the Mayor in support of the City's \$750,000 request. Staff will be working on that. Mayor Simmons stated he responded to Ms. Greene this morning, and he looks forward to sending that letter to the Governor.

B. ADDENDUM: UPDATE ON EMERGENCY MANAGEMENT AND CITY OPERATIONS REGARDING COVID-19.

City Manager Hunter next provided an update as of this morning. The Department of Health has reported 21,628 total cases in Florida, and 571 deaths. Lee County reported 657 cases in Lee County and 19 deaths. In zip code 34134 there are 14 cases, and in 34135 there are 46 cases. She next furnished an update on City operations, etc.

Council Member Quaremba, maybe at the workshop, agree to a certain set of data, highlighted, in a tabular form, i.e., testing information, the percentage tested positive, and the zip code information is important. She suggested accumulating this information and providing it to our citizens. She also suggested a dialogue at the workshop on the things we need in moving forward to open our city, with input from businesses, citizens, etc. She also addressed rapid testing, which is not available. And get this information to those who need to direct us – County, State and Federal Governments. Council Member Forbes stated there are a lot of people still working in the City, and he feels there is a lot to learn from there – construction workers, lawn care, plumbers, etc. He feels we should talk to them and ask them how they are handling it.

XII. MAYOR AND COUNCIL REPORTS:

Council Member Quaremba expressed her condolences to all suffering from this disease. She also thanked all residents and workers who are being considerate to the community and to those staying home. She will provide her suggestions at the workshop.

Council Member Purdon stated he also reached out to Ms. Greene. He also informed all that responses to public comments will be provided.

Council Member Carr urged everyone to keep washing their hands. She further addressed COVID-19 and concerns she has for our economy.

Council Member Corrie addressed the workshop held the previous week, informing Council that he contacted Lee Health and requested information on the blood mobile. He also informed Council of an email his community association sent out asking residents to donate blood.

Council Member Gibson stated that a lot of people are riding bikes right now. He also noticed a lot more cars on the road. His hope is that we get back to business soon. He also stressed the need to support locals, and open up as safely as possible.

Council Member Forbes agreed with comments regarding small businesses. Need to facilitate the County on opening small businesses.

Mayor Simmons thanked all and looks forward to getting information out at tomorrow's Town Hall meeting. He also addressed a call he was on with Dr. Birx. Everyone stay safe and positive.

XIII. APPROVAL OF MINUTES: 04/01/20 SPECIAL MEETING

Council Member Quaremba motioned approval of the Minutes; Council Member Gibson seconded; and the motion carried unanimously.

XIV. PUBLIC COMMENT: In the record.

XV. ADJOURNMENT.

There being no further items to discuss, the meeting adjourned at 11:10 A.M.

Respectfully submitted,

Debra Filipek, City Clerk

APPROVED:
CITY COUNCIL

Date: _____
AUTHENTICATED:

Peter Simmons, Mayor