



EVENT PERMIT

Ordinance 17-08

Winterfest

PERMIT NUMBER: TMP2024-00377

Date(s) of Event: December 7, 2024 from 4:00PM through 8:00PM.

Property Owner: GATEWAY LEASING CO LLC

Applicant: Kerry Runyon
239-994-0346

Description: December 7, 2024 from 4:00PM through 8:00PM.
Annual Gateway Services CDD Winterfest at Sherman Soccer Complex, Food and Dessert trucks(6), Santa, School and Dance performances, Blow up rides, Giveaways, Beer/wine provided by Rotary Club of Fort Myers.

Location of event: 11922 FAIRWAY LAKES DR, FORT MYERS, FL 33913
11922 Fairway Lakes Drive Suite 1

Will the event be attended by 1000 or more people ? No

Will the event be held on County Owned Property ? No


Will there be alcohol consumed or sold at the event ? To Be Consumed

Will a bond be posted for this event ? No

Permit Conditions:

- * Applicant must meet all event application requirements, including requirements of the sign-off agencies.
- * The premises is to be left in the same condition as it was prior to the event.
- * The permit is to be readily available for inspection during the entire event.
- * If this approval includes the sale or consumption of alcoholic beverages, no alcoholic beverages may be consumed 1 1/2 hours prior to the conclusion of the event and vacating the facility/property.

Board of County Commissioners
Lee County, Florida


County Manager Date 12/3/24



Lee County
Southwest Florida

Event Application

Special Event

Use of
County
Property

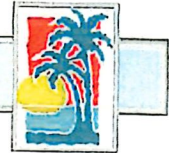
Alcohol
within Lee
County
Facilities

Film, Video
&
Photography

WINTER FEST

TRM2024-00377

Lee County Event Permit Application



Event Application

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- PERMIT TO SELL AND CONSUME ALCHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

Section I - GENERAL INFORMATION (All Permit Types)	
Title of Event / Name of Production	Winterfest
Date(s) of Event / Production:	December 7, 2024
Location(s) of Event:	Sherman Soccer Complex, 13260 Griffin Drive, Fort Myers, FL 33913
Name of Applicant:	Gateway Services Community Development District
Applicant Address:	11922 Fairway Lakes Drive, Suite 1, Fort Myers, FL 33913
Applicant Phone Number:	239-561-1313/239-994-0346
Contact Person: (If different from applicant)	Kerry Runyon
Contact Phone Number: (If different from applicant)	239-994-0346
Email Address:	kerry.runyon@gatewaydistrict.org
Estimated Attendance:	500-750
Event Description: Include each activity, when activities take place, etc.	Annual Gateway Services CDD Winterfest at Sherman Soccer Complex. Food and Desert Trucks (6), Santa, School and dance performances, blow up rides, giveaways, beer/wine provided by Rotary Club of Fort Myers South Foundation Inc.
Hours of Operation:	4-8 pm
STRAP # of Parcel:	
Owner of Premises*:	Gateway Services CDD

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

Lee County Event Permit Application



What is the Zoning Classification of the premises? Park

Are any temporary structures to be installed for the event? Yes No Type: _____

Do you have the appropriate permits for the temporary structures? Yes No

* For a 'Special Event' and 'Use of County Property' permit, submit a site plan with all proposed facilities and activities identified, including all parking areas.

Insurance Company Insuring the Event: Preferred Government Insurance Trust, PO Box 958455, Lake Mary, FL 32795

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

Surety Company Bonding this Event (Name and Address): _____

<p>Will Vehicles be Used as Part of This Event?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, automobile coverage must be included on the certificate of insurance.</p>	<p>Will Food be Available at this Event?</p> <p><input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>provided by Food Trucks only</p> <p>If yes, products liability coverage must be included on the certificate of insurance.</p>	<p>Will Alcoholic Beverages be served/consumed at this Event?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, liquor liability coverage must be included on the certificate of insurance.</p>
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Name & Address of Organization Providing Food: Each individual Food Truck

Type of Food being Served: Daves Neopolitan Pizza, Talerz Food Truck, Bubbas BBQ, Maddies Sweet Lemonade, Pelican Snoballs, Scoop Me Up

Section II - USE OF COUNTY PROPERTY PERMIT

Organization Sponsoring the Event: Gateway Services Community Development District

Section III - SALE/CONSUMPTION OF ALCHOLIC BEVERAGES PERMIT

Is alcohol being sold/consumed on County Property? Yes No
If Yes, then a "Lee County Alcohol Permit" is required. Only non-profit organizations can sell alcohol on County Property.

Non-profit certificate/registration number: EIN 59-2707408 Rotary Club of Fort Myers South Foundation Inc
(Required if alcohol is to be SOLD at the event)

Please note: A permit from the State of Florida Division of Alcoholic Beverages and Tobacco may also be required; please call (239) 344-0885 for further details

Lee County Event Permit Application



Type of Production (choose all that apply):

- TV Movie or Special TV Series / Pilot TV Commercial Still Photos
 Public Service Announcement Industrial / Documentary Other: _____

Will any of the following be needed or included*?

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

* For any marked Yes, provide further details below:

Special Parking Requirements:

City or County Services Required: (Personnel, equipment, facilities, etc.)

The following information is required for local and state records on production in Florida to track the economic impact of the industry. If exact figures are not available, please estimate as closely as possible.

Number in Cast: _____ Number in Crew: _____ Number of locals hired: _____
Total budget: _____ Estimate amount spent in Lee County: _____
Hotel room nights: _____ Number of shooting days: _____
number of rooms x number of nights

Lee County Event Permit Application



SECTION I - SAFETY

The Applicant agrees to provide adequate traffic and crowd control, emergency medical services and any other items, at the Applicant's expense, required by Lee County to protect the health, safety and welfare of the public. Lee County shall have the power to review the proposal and require, as necessary, detailed plans, diagrams, and explanations to clearly outline to Lee County, exactly what the Applicant is proposing.

SECTION II - INSURANCE

The Applicant, at its sole expense, agrees to procure and maintain in force during the entire term of the application, liability insurance in the amounts determined by Lee County Risk Management to protect against damages or other claims arising from use of County property by the applicant or its guests. Other limits may also be established by Lee County Risk Management for events which will be serving or consuming alcoholic beverages at approved County property. The insurance policy must also include coverage for Applicant's contingent liability on damages, claims or losses. "Lee County Board of County Commissioners" must be named as "additional insured" on the Certificate of Insurance, and the Certificate must be delivered to Lee County prior to Applicant's use of the property. The Insurance may not be canceled during the term of the event, if this occurs, the County has the right to revoke approvals related to use of the County property for the event, without recourse by the applicant.

SECTION III - INDEMNIFICATION

The Applicant agrees to indemnify, release and save harmless Lee County against any and all claims, costs, demands, damages, judgments or injuries of any nature arising from the conduct or management of, or from any work or thing whatsoever done in or about said Lee County property or any building or structure appurtenant thereto or equipment thereof during the term of this Permit, or arising during such term from any act of negligence of the Applicant, Applicant's agents, contractors, or employees, or arising from any accident, injury, or damage whatsoever, however caused, to any person or persons, or to any property of any person, persons, corporation or corporations, occurring during the term of this agreement on, in, or about said Lee County property, and from and against all costs, attorney's fees, expenses and liabilities occurring in connection with any such claim or any action or proceeding brought thereon.

For film permit applicants: The permittee shall have on-site a responsible representative empowered with authority over the filming director, filming crews, participants and filming operation. Permittee shall indemnify, defend and hold harmless the county, its officers, agents and employees from and against all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind arising out of or occurring during the activities of the permittee, and resulting or occurring from any negligent act, omission or error of permittee, resulting in or relating to injuries to body, life, limb or property sustained in, about or upon the permitted premises or improvement thereto, or arising from the use of the premises.

SECTION IV - DELIVERY, ACCEPTANCE AND SURRENDER OF PREMISES

The Applicant agrees to accept the County property on possession as being in a satisfactory state of repair and in sanitary condition.

The Applicant must surrender the premises to Lee County in the same condition as when Applicant takes possession, allowing for reasonable use and wear, and damage by acts of God. Applicant agrees to remove all business signs or symbols placed on the premises by the Applicant before redelivery of the premises to Lee County, and restore the premises to the condition in which it existed before their placement. Any signs and markings created or used in connection with this event must be temporary and removable; painting roadways, trees or any other fixed object is strictly prohibited. Applicant agrees to clear the Lee County property of litter at the close of the event.

Lee County Event Permit Application



SECTION V - AGREEMENT

The Applicant agrees that Lee County can, at its sole discretion, terminate and cancel its permit to use Lee County property at any time without prejudice. Applicant further agrees to waive, release, save and hold harmless Lee County from any and all claims, demands or cause of actions based upon Lee County's cancellation or termination of said permit.

The Applicant agrees that the Lee County permit does not provide Applicant with any property rights in the County property in question or in the permit itself.

The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge.

Kerry Runyon

Signature of Applicant

Kerry Runyon, Supervisor

Print Name of Applicant and Title

11/20/2024

Date

Logan Banks

Witness

Logan Banks, Park Attendant

Print Name of Witness

11/20/2024

Date

Lee County Event Permit Application



LEE COUNTY SHERIFF'S DEPARTMENT
14750 SIX MILE CYPRESS PARKWAY
FORT MYERS, FLORIDA 33912
(239) 477-1199

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Parking:

Parking for event will be in authorized areas only & right-of-way must not be impeded.

Deputies (How Many?):

2 Deputies for security & presence around event area.

Fee for Services:

Contact LCSO Details Unit

Special Arrangements:

According to the permit application, alcohol will be served at the event and must remain within the confines of the event area. Event staff will be responsible for checking ID's and ensuring that no one is overserved. All amplified sounds must adhere to the Lee County Noise Ordinance.

Print Name:

DENNIS PETRACCA

Signature:

[Handwritten Signature] 93147

Title:

LD

Date:

12-2-24

Lee County Event Permit Application



FIRE DEPARTMENT

The Fire Department serving the area where the event is to be held signs this form. Please see User's Guide for contact information and Fire District Map.

Check the appropriate box(es) below:

- [X] SPECIAL EVENT PERMIT
[] USE OF COUNTY PROPERTY PERMIT
[] FILM PERMIT

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Form with fields: Fire Guards (How Many?), Fee for Services, Flammable Vegetation, First Aid Equipment, Fire Extinguishing, Special Arrangements. Each field contains specific requirements or answers.

Print Name: Nate Burley
Signature: Nate Burley (Digitally signed by Nate Burley Date: 2024.12.03 09:15:28 -05'00')
Title: Division Chief - Fire & Life Safety
Date: 12/03/2024

Lee County Event Permit Application



EMERGENCY MEDICAL SERVICES / PUBLIC SAFETY
2000 Main St., Suite #100
FORT MYERS, FL 33901
(239) 533-3911

Check the appropriate box(es) below:

- [X] SPECIAL EVENT PERMIT
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[] PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Treatment Facilities: None necessary.
Medical Personnel: None necessary.
Medical Supplies / Equipment: None necessary.
Safety Requirements: Applicants shall follow all CDC and FDOH directives, and the Florida Governor's Executive Orders concerning health and safety.
Fee for Services: Not applicable.
Special Arrangements: Please call 911 in the event of an emergency. To arrange special event coverage, contact our office at EMSDetail@leegov.com.

Print Name: Douglas B. Higgins

Signature: [Handwritten Signature] Digitally signed by Captain Douglas B. Higgins Date: 2024.11.26 17:12:16 -05'00'

Title: Captain, EMS Operations

Date: November 26, 2024

Lee County Event Permit Application



DEPARTMENT OF TRANSPORTATION
1500 MONROE STREET
FORT MYERS, FL 33901
(239) 533-8580

Check the appropriate box(es) below:

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AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Parking:

No event parking is permitted in Lee County maintained road right of ways.

Ingress and Egress:

Please use all established means of ingress and egress.

Special Arrangements:

Shall use Lee County Sheriff's Office for assistance with traffic control as needed. Emergency vehicle access and public vehicular access shall be maintained on all surrounding Lee County maintained roads.

Print Name: Nathan Thoman

Signature: Nathaniel C. Thoman Digitally signed by Nathaniel C. Thoman
Date: 2024.11.27 09:39:18 -05'00'

Title: Project Manager

Date: 11/27/2024

Lee County Event Permit Application



LEE COUNTY PARKS AND RECREATION
3410 PALM BEACH BOULEVARD
FORT MYERS, FLORIDA 33916
(239) 533-7275

Check the appropriate box(es) below:

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Illumination:

N/A

Parking Areas:

N/A

Special Arrangements:

N/A - Event is not on Parks and Rec property and will not affect county park operations or programs.

Print Name: Colleen Via

Signature:

Title:

Countywide Services Manager

Date:

12/2/2024

Not on PK Prop - Winter Fest - Gateway
12/2/24

Lee County Event Permit Application



LEE COUNTY RISK MANAGEMENT
COUNTY ADMINISTRATION BUILDING - 4TH FLOOR
2115 SECOND STREET
FORT MYERS, FLORIDA 33901
(239) 533-2221

Check the appropriate box(es) below:

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AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Insurance Requirements:

Commercial general liability insurance with minimum limits of One Million Dollars (\$1,000,000) per occurrence to protect against bodily injury and/or property damage relative to applicants use of aforementioned event within Lee County.

~~Certificate Must Read As:~~

~~Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials are automatic additional insureds and includes an automatic waiver of subrogation with regard to general liability. The certificate holder is an additional insured on a primary and noncontributory basis with regards to general liability.~~

Special Arrangements:

~~A Certificate of Insurance shall be submitted as evidence of the required coverage listing Lee County, a political subdivision and Charter County of the State of Florida, P.O. Box 399, Fort Myers, FL 33902 as the certificate holder and as an additional insured as listed above.~~

Subject to proof of insurance.

***Certificate of insurance not needed for this event.

Print Name: Mike Figueroa

Signature:

Title: Risk Program Manager

Date: December 2, 2024

AGENCY CUSTOMER ID: _____
LOC #: _____



ADDITIONAL REMARKS SCHEDULE

AGENCY Acrisure Great Lakes Partners Insurance Services		NAMED INSURED Winco Fireworks Mississippi, LLC dba Central Fireworks 3732 US Hwy 49 Hattiesburg MS 39401	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

LANDOWNER: GULF COAST SUNSHINE PROPERTIES, LLC
ADDITIONAL INSURED: FRANK'S FIREWORKS INC.; JOB SALDANA; DESTINEE RODRIGUEZ; MAKAYLA RODRIGUEZ



Winter wonderland

Christmas Tree

Carousel

Rock Climbing Wall

Santa

Mindwinder

Restroom/DJ Stage

Information/Sign In/Volunteers

Chuck It Axes
Cotton Candy

Soccer Shots

KEEP FIELD

Ticket Winterfest 2024-1

Sponsors Vendor

CONES

LC SO Swamp-buggy and robot
Rotary Club-Beer and Wine

Maddy's SL

Tables and Chairs

Bubba's

IP PARKING

Scoop Me Up

Taterz Food Truck

Daves NP

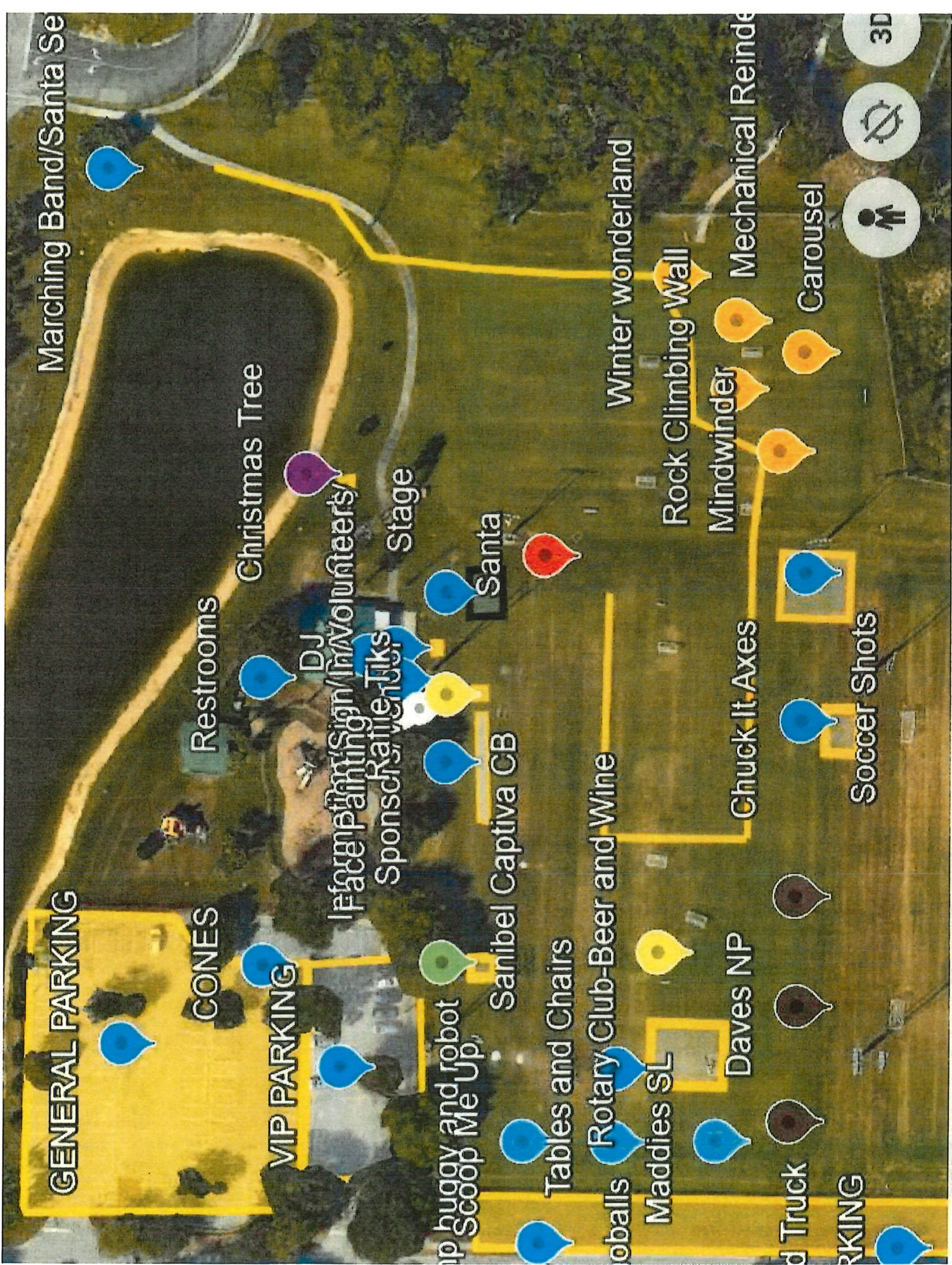
Pelican Snoballs

Dreamy Delights

PARKING

PARKING

PARKING



Marching Band/Santa Se

GENERAL PARKING

CONES

VIP PARKING

Restrooms

Christmas Tree

Face Painting Sign/In Volunteers/

Stage

up buggy and robot
Scoop Me Up

Sanibel Captiva CB

Tables and Chairs

Rotary Club-Beer and Wine

Maddies SL

Daves NP

Truck

PARKING

Santa

DJ
Sponsor tents
Tiki

Winter wonderland

Rock Climbing Wall

Mindwinder

Mechanical Reindeer

Carousel

Chuck It-Axes

Soccer Shots

