

1. Requested Motion:

Meeting Date: 11-16-09

Approve request for the Florida Anthropological Society Conference reception on May 7, 2010 and also the Florida Trust for Historic Preservation reception on May 13, 2010 both special events at the Mound House.

Why the action is necessary:

Town Council Resolution 05-13 specifically requires a special event permit for any event at the Mound House involving the service of alcoholic beverages.

What the action accomplishes:

Allows these two events to take place.

2. Agenda:

Consent
 Administrative

3. Requirement/Purpose:

Resolution
 Ordinance
 Other

4. Submitter of Information:

Council
 Community Development
(Special Events)

5. Background:

See the applicant's narratives for explanation of the purpose of these events. The **Florida Anthropological Society Conference** reception attendance will be approximately 100 participants on Friday, May 7th from 6:30 pm to 8:30pm and the **Florida Trust for Historic Preservation** reception will bring about 200-250 participants on Thursday, May 13th between the hours of 6:00pm to 8:00pm. Participants will be brought to the property by bus.

The Florida Trust for Historic Preservation is requesting \$4000.00 from the Town Council for sponsorship of the conference. This money has already been allocated in the FY2010 budget.

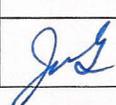
6. Alternative Action:

None

7. Management Recommendations:

Authorize these two events.

8. Recommended Approval:

Finance Director	Public Works Director	Comm. Development Director	Town Attorney	Town Manager
				

9. Council Action:

Approved Denied Deferred Other

**Town of Fort Myers Beach
Special Event Application**



Describe event including times, dates, activities and general overview of event.
 Opening reception for the Florida Trust for Historic Preservation Conference with light Hors d'œuvres and beer and wine on Mound House grounds. Tours of the shell mound exhibit will be provided for participants arriving by tour bus.
 Thursday, May 13, 2010

For special events requesting public assistance - define Public Purpose.
 To highlight the history and historic preservation efforts of the Town of Fort Myers Beach to an influential statewide preservation audience.

Date of Event	May 13, 2010
Name of Event	Opening Reception- Florida Trust for Historic Preservation
Expected # of participants	200-250
Request for Public Assistance	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Organization	Florida Trust for Historic Preservation
Contact Person	Theresa Schober or Kim Fairall
Contact Phone #	239.765.0865 or 850.224.8128
Fax #	239.765.0841 or 850.224.8159
E-mail	theresa@fortmyersbeachfl.gov
Amount of Request	\$ 4,000.00 approved in FY10 budget

This permit is subject to the applicant meeting all requirements contained in Fort Myers Beach Ordinances # 98-01 and #00-16 and compliance with all items in the Special Event Application.

**FOR GROUPS REQUESTING FINANCIAL ASSISTANCE:
 FOUR (4) COPIES OF THE APPLICATION AND ALL SUPPORTING DOCUMENTS
 MUST BE SUBMITTED TO THE FINANCE DEPARTMENT NO LATER THAN APRIL 30TH.
 THE REQUEST WILL BE CONSIDERED FOR INCLUSION IN THE NEXT FY BUDGET (OCTOBER - SEPTEMBER)**

for office use only:

Date received: _____

To Council Committee: _____

by: _____

Recommendation: _____

Town of Fort Myers Beach
SPECIAL EVENT APPLICATION

**Florida Trust for Historic Preservation
Annual Conference Opening Reception**

In the fall of 2008, the Town Council was informed that the local preservation community was attempting to recruit the Florida Trust for Historic Preservation to hold its prestigious annual conference in Lee County. The Town Council pledged to assist in sponsoring the conference and allocated \$4,000 in the FY2010 budget.

The Town's sponsorship, as well as those from the Lee County Visitor and Convention Bureau, the Fort Myers Downtown Redevelopment Agency, the Lee Trust for Historic Preservation, the Edison & Ford Winter Estates, and the Florida Public Archaeology Network totaling over \$40,000 proved successful. The Florida Trust conference was awarded to Lee County for May 2010.

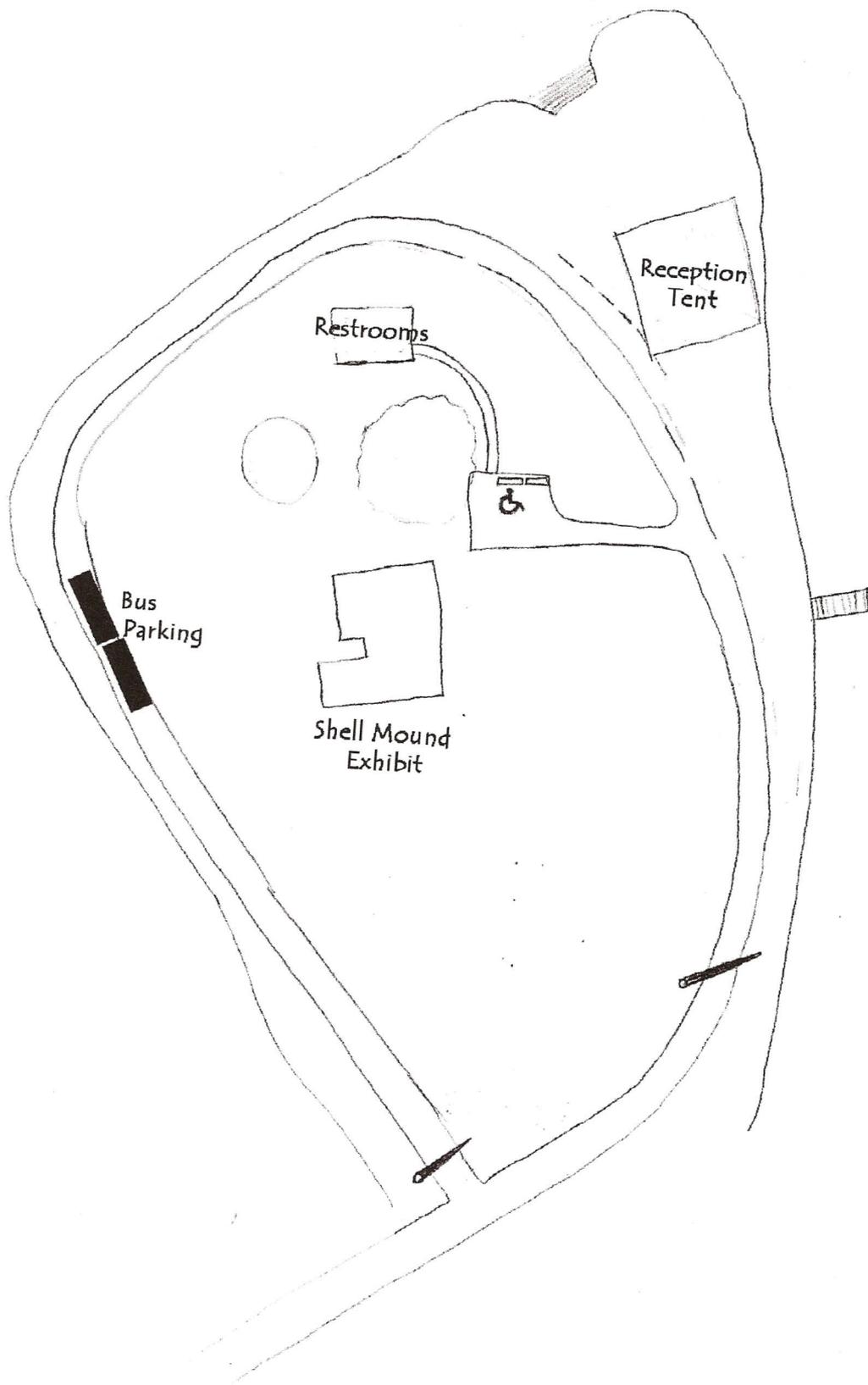
The annual Florida Trust conference consists of three days of professional development seminars, special events, and mobile workshops that showcase the preservation stories of the host community. The statewide conference is geared towards professional preservationists, preservation activists, elected officials, architects, archaeologists, museum professionals, and design review commission members.

The 2010 conference planning committee seeks to hold the conference opening reception at Mound House on May 13, 2010. The other key conference events are proposed for the historic Edison Park Elementary School and the Edison & Ford Winter Estates in Fort Myers, and the 'Tween Waters Inn on Captiva Island.

The Mound House event will draw approximately 200-250 preservationists by tour bus only from the conference headquarters at the Sanibel Harbour Resort to highlight the Town's restoration efforts. Conference participants will have the opportunity to explore the then newly opened shell mound exhibit with hors d'oeuvres, beer, and wine served under a tent by the water. Non-amplified music is to be provided by an Emmy award-winning flautist, arriving by canoe.

The Florida Trust 2010 Conference Opening Reception at Mound House is proposed for Thursday, May 13th from 6:00 p.m. to 8:00 p.m., after which attendees will leave the property by bus. The event as proposed is to be catered by a Fort Myers Beach business with tenting from Creative Events and Rentals. Bus parking during the event will be provided on the back access drive of the Mound House property.

As a conference sponsor, the Town is acknowledged on conference publications distributed statewide. Please see that attached sponsorship flyer for additional details.





**Town of Fort Myers Beach
Special Events Budget Request Form**

Requested Amount from the Town of Fort Myers Beach: \$4,000.00

Business or Organization Name: Florida Trust for Historic Preservation

Address: 906 East Park Avenue

Tallahassee, Florida 32301

*Event co-sponsored by Mound House

Contact Name: Theresa Schober or Kim Fairall

Phone: 239.765.0865 or 850.224.8128

Email: Theresa@fortmyersbeachfl.gov

Your Event: Opening Reception

Why are you requesting funding from the Town? requested as a sponsor for the prestigious FL Trust Conference highlighting historic preservation on Fort Myers Beach.

How do you think this event will benefit the residents and visitors of the Town of Fort Myers Beach? gain recognition for the Town's preservation efforts on a statewide level.

If your business or organization has submitted similar requests in the past, please describe. N/A

Have you secured any other contributors? Please list.

Please see attached narrative.

Describe, in detail, the budget allocations for your event including anticipated costs and revenue. (May be a separate attachment):

Please see attached narrative.

Where will the Town's money be allocated? _____

Florida Trust for Historic Preservation Conference

Please include any other information you think would be beneficial to the Town Council as it reviews your request (Such as charitable contributions and non-profit organizations).

The mission of the Florida Trust is to promote the preservation of the architectural, historical and archaeological heritage of Florida through advocacy, education and historic property stewardship.

The Town's possible funding will be addressed based on a "net" event cost. Anyone requesting funding must show all anticipated revenue against the "gross" cost of the event. The Town Council prefers to limit event funding to no more than 50% of the net cost of an event. However, the Town Council reserves the right to adjust funding percentages on an event by event basis. Should the Town Council choose to fund this event; the Town of Fort Myers Beach shall be recognized as a major sponsor in all promotional material. The Town Council requests finance reports along with copies of expenditures, paid receipts and profit within 60 days following the completion of the event.

LEE COUNTY SHERIFF'S DEPT Tel 477-1830 Fax 432-0268
15650 Pine Ridge Road, Fort Myers, FL 33908

Parking: participants brought by tour bus _____

Deputies (how many?) _____

Traffic Control: _____

Fees: _____

Special Arrangements: _____

Print Name Approval Signature Date



FORT MYERS BEACH FIRE DEPT Tel 590-4206
17891 San Carlos Blvd., Fort Myers Beach, FL 33931 Fax 432-1554

Fire Guards: (how many?) _____

Fee: _____

Flammable Vegetation: _____

First Aid Equipment: _____

Fire Extinguishing _____

Equipment: _____

Special Arrangements: _____

Print Name Approval Signature Date

APPROVALS

FMB Public Works –

Tel 765-0202 Fax 765-0909

Company managing trash removal: Town of Fort Myers beach

No. of dumpsters: 0 Type of dumpsters: _____

Who is responsible for clean-up and payment: Mound House

City right-way Parking Use: _____ How many spaces: _____

Public Works remarks: _____

FMB-Public Works approval: _____ Date: _____

Florida DEP: Jennie Cowart
Pager 1-877-314-1329

Tel 332-6975 Fax 332-6969
email: Jennifer.cowart@dep.state.fl.us

Florida DEP remarks: _____

Florida DEP approval: _____ Date: _____

FMB Environment Science: Keith Laakkonen - Tel 765-0202 Fax 765-0591

FMB Environment Science remarks: _____

FMB approval: _____ Date: _____

Turtle Time Inc: Eve Haverfield

Tel 481-5566 Fax 481-5397

Turtle Time remarks: _____

Turtle Time approval: _____ Date: _____



2010 Annual Conference Sponsorship Opportunities

May 12-15, 2010 · Historic Lee County

PREMIER SPONSOR – \$20,000

- **Sole sponsorship** of one of the Events (Opening Reception, Awards Reception, or Closing Reception)
- **Full page advertisement (inside front cover)** in the Annual Conference Preliminary Brochure (3000 distribution statewide)
- **12 complimentary tickets (total) to Special Events**
- **Eight (8) complimentary full conference registrations** (includes all special events, tours and workshops)
- **An invitation to the President's Party**
- Sponsorship acknowledgement in the On-Site Conference Brochure, distributed to all conference attendees
- Sponsorship acknowledgement in the Florida Trust's newsletter, *The Florida Preservationist*, 3000 circulation statewide.
- Opportunity to exhibit publicity materials or information at a table in the Restoration Marketplace
- Sponsorship acknowledgement on all publicity boards located at the Annual Conference

DIAMOND SPONSOR - \$15,000

- **Sponsorship** of one of the Events (Opening Reception, Awards Reception, or Closing Reception)
- **Advertisement on the Back Cover of the Preliminary Brochure**
- **10 complimentary tickets (total) to Special Events**
- **Five (5) complimentary full conference registrations** (includes all special events, tours and workshops)
- **An invitation to the President's Party**
- Sponsorship acknowledgement in the On-Site Conference Brochure, distributed to all conference attendees
- Sponsorship acknowledgement in the Florida Trust's newsletter, *The Florida Preservationist*, 3000 circulation statewide
- Opportunity to exhibit publicity materials or information at a table in the Restoration Marketplace
- Sponsorship acknowledgment on all publicity boards located at the Annual Conference

EMERALD SPONSOR - \$10,000

- **Sole sponsorship** of the Annual Meeting Luncheon or the President's Party
- **8 complimentary tickets (total) to Special Events**
- **Four (4) complimentary full conference registrations** (includes all special events, tours and workshops)
- **An invitation to the President's Party**
- Sponsorship acknowledgement in the Annual Conference Preliminary Brochure (3000 distribution statewide)
- Sponsorship acknowledgement in the On-Site Conference Brochure, distributed to all conference attendees
- Sponsorship acknowledgement in the Florida Trust's newsletter, *The Florida Preservationist*, 3000 circulation statewide
- Opportunity to exhibit publicity materials or information at a table in the Restoration Marketplace
- Sponsorship acknowledgment on all publicity boards located at the Annual Conference

PLATINUM SPONSOR - \$5,000

- **Co-Sponsorship** of the *Restoration Marketplace*
- **6 complimentary tickets** to a Special Event
- **Three (3) complimentary full conference registrations**
- **An invitation to the President's Party**
- Sponsorship acknowledgement in the Annual Conference Preliminary Brochure (3000 distribution statewide)
- Sponsorship acknowledgement in the On-Site Conference Brochure, distributed to all conference attendees
- Sponsorship acknowledgement in the Florida Trust's newsletter, *The Florida Preservationist*, 3000 circulation statewide
- Opportunity to exhibit publicity materials or information at a table in the Restoration Marketplace
- Sponsorship acknowledgment on all publicity boards located at the Annual Conference

GOLD SPONSOR - \$2,500

- **Sole sponsorship** of a Full Day Tour
- **4 complimentary tickets** to a Special Event
- **Two (2) complimentary full conference registrations**
- **An invitation to the President's Party**
- Sponsorship acknowledgment in the Annual Conference Preliminary Brochure (3000 distribution statewide)
- Sponsorship acknowledgment in the On-Site Conference Brochure, distributed to all conference attendees
- Sponsorship acknowledgment in the Florida Trust's newsletter, *The Florida Preservationist*, 3000 circulation statewide
- Opportunity to provide publicity materials or information on the take-one table in the Restoration Marketplace
- Sponsorship acknowledgment on all publicity boards located at the Annual Conference

SILVER SPONSOR - \$1,000

- **Sole sponsorship** of a Half Day Tour
- **2 complimentary tickets** to a Special Event
- **One (1) complimentary full conference registration**
- **An invitation to the President's Party**
- Sponsorship acknowledgment in the Annual Conference Preliminary Brochure (3000 distribution statewide)
- Sponsorship acknowledgment in the On-Site Conference Brochure, distributed to all conference attendees
- Sponsorship acknowledgment in the Florida Trust's newsletter, *The Florida Preservationist*, 3000 circulation statewide
- Opportunity to provide publicity materials or information on the take-one table in the Restoration Marketplace
- Sponsorship acknowledgment on all publicity boards located at the Annual Conference

BRONZE SPONSOR - \$500

- **Sponsorship** of a Workshop of your choice
- **2 complimentary tickets** to a Special Event
- Sponsorship acknowledgment in the Annual Conference Preliminary Brochure (3000 distribution statewide)
- Sponsorship acknowledgment in the On-Site Conference Brochure, distributed to all conference attendees
- Sponsorship acknowledgment in the Florida Trust's newsletter, *The Florida Preservationist*, 3000 circulation statewide
- Sponsorship acknowledgment on all publicity boards located at the Annual Conference

PATRON - \$250

- **1 complimentary ticket** to a Special Event
- Sponsorship acknowledgment in the Annual Conference Preliminary Brochure (3000 distribution statewide)
- Sponsorship acknowledgment in the On-Site Conference Brochure, distributed to all conference attendees
- Sponsorship acknowledgment in the Florida Trust's newsletter, *The Florida Preservationist*, 3000 circulation statewide
- Sponsorship acknowledgment on all publicity boards located at the Annual Conference

All contributions are tax deductible as allowable by law.
Documentation of the sponsor's gift will be provided by the Florida Trust for Historic Preservation, a non-profit corporation with 501(c)(3) tax-status.
For more information, please contact Caroline Tharpe Weiss, Executive Director,
at (850) 224-8128 or caroline@floridatrust.org.