

**MEMORANDUM**

Not On  
Agenda Item No. 8(O)(2)(A)

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**TO:** Hon. Chairperson Barbara Carey-Shuler, Ed.D.  
and Members, Board of County Commissioners

**DATE:** November 6, 2003

**FROM:** Robert A. Ginsburg  
County Attorney

**SUBJECT:** Resolution relating to  
waiver of fees for the Historical  
Museum of South Florida's  
Annual Harvest Festival

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The accompanying resolution was prepared and placed on the agenda at the request of Commissioner Bruno A. Barreiro.

  
\_\_\_\_\_  
Robert A. Ginsburg  
County Attorney

RAG/jls



# MEMORANDUM

(Revised)

**TO:** Hon. Chairperson Barbara Carey-Shuler, Ed.D.  
and Members, Board of County Commissioners

**DATE:** November 6, 2003

**FROM:**   
Robert A. Ginsburg  
County Attorney

**SUBJECT:** Not On  
Agenda Item No. 8(0)(2)(1)

- Please note any items checked.
- "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
  - 6 weeks required between first reading and public hearing
  - 4 weeks notification to municipal officials required prior to public hearing
  - Decreases revenues or increases expenditures without balancing budget
  - Budget required
  - Statement of fiscal impact required
  - Bid waiver requiring County Manager's written recommendation
  - Ordinance creating a new board requires detailed County Manager's report for public hearing
  - Housekeeping item (no policy decision required)
  - No committee review

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Not On  
Agenda Item No. 8(0)(2)(A)  
11-6-03

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING WAIVER OF FEES FOR THE HISTORICAL MUSEUM OF SOUTH FLORIDA'S ANNUAL HARVEST FESTIVAL, TO BE HELD ON NOVEMBER 22-23, 2003, IN AN AMOUNT NOT TO EXCEED \$2,893

**WHEREAS**, the Historical Museum of Southern Florida will be having its Annual Harvest Festival on November 22-23, 2003; and

**WHEREAS**, this festival draws nearly 20,000 visitors each year and is the single largest fundraiser for the Museum; and

**WHEREAS**, due to the large number of visitors expected, the festival is required to use the services of the Miami-Dade County Fire Rescue Department; and

**WHEREAS**, the charge for fire rescue services during the festival is expected to be \$2,893.00; and

**WHEREAS**, this Board, recognizing that the festival is a celebration of local traditions, crafts, music, food, and the people of South Florida and Miami-Dade County, desires to waive the fees associated with Miami-Dade County Fire Rescue Department services required by the festival; and

**WHEREAS**, the Historical Museum of South Florida's fee waiver/in-kind services application is attached hereto and made a part of this resolution,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board approves a waiver of fees that would be charged by the Miami-Dade County Fire Rescue Department to the

Historical Museum of Southern Florida relating to its Annual Harvest Festival from November 22-23, 2003 in an amount not to exceed \$2,893.00.

The foregoing resolution was sponsored by Commissioner Bruno A. Barreiro and offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Dr. Barbara Carey-Shuler, Chairperson	
Katy Sorenson, Vice-Chairperson	
Bruno A. Barreiro	Jose "Pepe" Diaz
Betty T. Ferguson	Sally A. Heyman
Joe A. Martinez	Jimmy L. Morales
Dennis C. Moss	Dorrin D. Rolle
Natacha Seijas	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 6th day of November, 2003. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.  
Susan Torres



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MIAMI-DADE COUNTY  
FEE WAIVER/IN-KIND SERVICES APPLICATION

COUNTY FEE WAIVERS OR IN-KIND SERVICES REQUESTED THROUGH THIS PROCESS ARE NOT EFFECTIVE UNTIL APPROVED BY ACTION OF THE BOARD OF COUNTY COMMISSIONERS PURSUANT TO THE MIAMI-DADE COUNTY HOME RULE CHARTER

Please complete the following form and submit completed form along with requested materials, if applicable, to:

Special Events Staff  
Communications Department  
111 N.W. 1st Street, Suite 2510  
Miami, FL 33128

Phone: (305) 375-2836  
Fax: (305) 375-3968

Type of Event/Application (select one of the following):

- District Event - Event of minimal impact related to specific commission district (Complete questions 1-7, sign and date; copy will be submitted to the appropriate District Commissioner within two days of receipt of application.)
- Small Event - Event of minimal impact not necessarily related to a specific commission district. (Complete questions 1-7, sign and date.)
- Special Event - Event with expected attendance of less than 5,000 with localized impact limited to an individual community or municipality (Complete questions 1-12, sign, date and submit form no later than 60 days prior to event date.)
- Major Event - Large Event with **expected attendance of over 5,000** or significant probability of protests, controversy, violence or vandalism (Complete questions 1-12, sign, date and submit form no later than 120 days prior to event date.)

1. Full legal name of the requesting organization: Historical Association of Southern Florida

2. Applicant Status: (Select one of the choices below)

- Not-For-Profit or Tax Exempt  Local Government or Public Entity
- For-Profit
- County Sponsored Event/Sponsoring Department \_\_\_\_\_
- Other (specify): \_\_\_\_\_

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.): J. Andrew Brian, President/CEO, Historical Museum of Southern Florida 101 West Flagler Street, Miami, Florida 33130 tel: 305-375-1492 fax: 305-375-1609 e-mail: president@historical-museum.org

4. Specify fee waiver or in-kind service requested (quantify, if applicable): Waiver of the fire rescue service charges estimated at \$2,893.

5. Name, date of event, description, and purpose of the event (If event is a fund-raiser, define the beneficiaries): Harvest Festival, at the Dade County Fair & Exposition on November 22 & 23, 2003. Harvest is the Historical Museum's largest annual fundraiser. This festival showcases local crafters, historical reenactors, a music stage, educational programs and festival food. Over 500 community volunteers, Board & staff contribute their time to help raise private dollars that go to support the programs of the Historical Museum.

6. Please select ALL that apply to event:

- Economic Development: Event supports vitality or growth of the local economy
- Youth/Education: Event benefits youth of any age and/or offers educational benefits
- Health and Social Services: Event supports health-related causes and/or social programs or institutions that improve quality of life within the community
- Arts and Culture: Event supports music, theatre, literature, art or culture
- Environmental: Event benefits environmental concerns or promotes conservation
- Sports and Athletics: Event supports/promotes organized sports or recreational participation

7. Physical address of event venues (please specify Commission District(s)): Dade County Fair & Exposition Center, Coral Way & SW 112 Ave - District 11.

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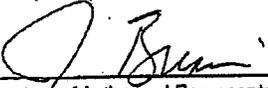
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MIAMI-DADE COUNTY  
FEE WAIVER/IN-KIND SERVICES APPLICATION

8. Description of regional or local impact: Approximately 20,000 individuals attend this annual festival, featuring over 350 booths of hand made crafts and local non-profit organizations. Music is provided by local artist and high school bands. Attendees learn of different lifestyles in the historical reenactment area.
9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): Set up is on Thursday, November 20<sup>th</sup> and Friday November 21<sup>st</sup>. The Harvest Festival is open to the public from 8am to 5 pm Saturday, November 22<sup>nd</sup> and 10 am to 5 pm Sunday, November 23<sup>rd</sup>. Tear down is completed on Monday, November 24<sup>th</sup>.
10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): The main entrance for the public is the admissions gates at the Fairground. Parking attendants are hired to ensure a smooth flow of traffic.
11. Expected number of participants and estimated attendance (per day, if applicable): 20,000 for the weekend.

Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): The Harvest Festival cost the Historical Museum of Southern Florida approximately \$110,000. This amount includes the rental of the facility at the Expo Center, advertising, food which is sold and operational supplies. Revenue for the event is earned through booth rentals, admission fees and food sales. Net revenue from this event supports the operations and educational programs of the Historical Museum.

I hereby certify that all the statements made in this application are true and correct.

  
\_\_\_\_\_  
Signature of Authorized Representative

Oct. 15 2003  
\_\_\_\_\_  
Date