

**MEMORANDUM**

Agenda Item No. 11(A)(16)

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**TO:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

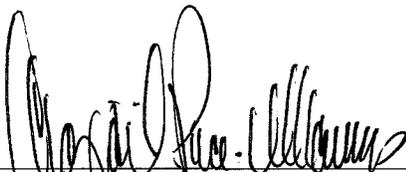
**DATE:** October 2, 2007

**FROM:** Abigail Price-Williams  
Acting County Attorney

**SUBJECT:** Resolution retroactively  
authorizing in-kind  
services for the "Night  
Out" Event sponsored by  
the City of Opa-Locka

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The accompanying resolution was prepared and placed on the agenda at the request of Vice-Chairwoman Barbara J. Jordan.

  
\_\_\_\_\_  
Abigail Price-Williams  
Acting County Attorney

APW/jls



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

**DATE:** October 2, 2007

**FROM:**   
Abigail Price-Williams  
Acting County Attorney

**SUBJECT:** Agenda Item No. 11(A)(16)

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 \_\_\_\_\_

Agenda Item No. 11(A)(16)  
10-02-07

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

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE FIRE RESCUE DEPARTMENT FOR THE AUGUST 18, 2007 "NIGHT OUT" EVENT SPONSORED BY THE CITY OF OPA-LOCKA A NOT-FOR-PROFIT ORGANIZATION, IN AN AMOUNT NOT TO EXCEED \$690.00 TO BE FUNDED FROM THE NON-AD VALOREM PORTION OF THE FIRE RESCUE IN-KIND RESERVE FUND

**WHEREAS**, the City of Opa-Locka has requested in-kind services from the Miami-Dade Fire Rescue Department for the August 18, 2007 "Night Out" event in an amount not to exceed \$690.00 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS**, the "Night Out" event is a major fundraiser event that promotes bicycle safety and other personal safety awareness including how to properly use a canine and defibrillator; and

**WHEREAS**, the City of Opa-Locka is a not-for-profit organization; and

**WHEREAS**, the "Night Out" event is a small event, as that term is defined on the attached Fee Waiver/In-kind Service Application, and \$690.00 of the in-kind services shall be funded from the non-ad valorem portion of the Fire Rescue In-kind Reserve Fund,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board retroactively authorizes in-kind services from the Miami-Dade Fire Rescue Department for the August 18, 2007 "Night Out" event in an amount not to exceed \$690.00 to be funded from the non-ad valorem portion of the Fire Rescue In-kind Reserve Fund.

The foregoing resolution was sponsored by Vice-Chairwoman Barbara J. Jordan 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:

- |                      |                                    |
|----------------------|------------------------------------|
|                      | Bruno A. Barreiro, Chairman        |
|                      | Barbara J. Jordan, Vice-Chairwoman |
| Jose "Pepe" Diaz     | Audrey M. Edmonson                 |
| Carlos A. Gimenez    | Sally A. Heyman                    |
| Joe A. Martinez      | Dennis C. Moss                     |
| Dorrian D. Rolle     | Natacha Seijas                     |
| Katy Sorenson        | Rebeca Sosa                        |
| Sen. Javier D. Souto |                                    |

The Chairperson thereupon declared the resolution duly passed and adopted this 2<sup>nd</sup> day of October, 2007. 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.

MR

Monica Rizo

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:

Delores Green  
Office of Strategic Business Management  
111 N.W. 1<sup>st</sup> Street, Suite 2200  
Miami, FL 33128

Phone: (305) 375-5143  
Fax: (305) 375-5168

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.)

Note: Event budget must be included for "Special" and "Major" event types.

1. Full legal name of the requesting organization: City of Opa-locka

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

- Not-For-Profit or Tax Exempt
- For-Profit
- Local Government or Public Entity
- Other (specify): \_\_\_\_\_

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.): \_\_\_\_\_

Jannie R. Beverly, City Manager

780 Fisherman Street, Suite 335

(305) 953-2821: Office

Opa-locka, Florida 33054

(305) 953-2870: Fax

city\_manager@cityofopalocka.org

4. Specify fee waiver or in-kind service requested (quantify, if applicable): \_\_\_\_\_

Please waive cost for services of Miami-Dade Fire Rescue. The approximate cost

is \$690.00.

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FEE WAIVER/KIND SERVICES APPLICATION  
Page 2

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries): \_\_\_\_\_

Opa-locka Night Out, Saturday, August 18, 2007

This event will allow the citizens of Opa-locka to come together to show support for the Police Department and to provide all members of the Community with information that can be beneficial in reducing crime, violence, and other social problems in the community.

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)): District I

777 Sharazad Blvd  
Opa-locka, Florida 33054

8. Description of regional or local impact This event will provide information on bicycle safety and other personal safety measures. It will also give the community an opportunity to observe demonstrations by the Police Department (canine and defibulator). Attendees will hear motivational speakers and updates on Opa-locka's plan to eliminate crime and improve the quality of life for the residents.

9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): \_\_\_\_\_

Event is scheduled to start at 10:00am on Saturday, August 18, 2007 and end at 5:00pm on the same date.

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FEE WAIVER/KIND SERVICES APPLICATION  
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10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): Sherbondy Park, 777 Sharazad Blvd.

Opa-locka, FL 33054

(Back of old City Hall)

11. Expected number of participants and estimated attendance (per day, if applicable): 250

12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): City of Opa-locka \$7,000 plus fifty (50) or more volunteers.

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

Jamie R. Berry  
Signature of Authorized Representative

8/15/07  
Date

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**MIAMI-DADE FIRE RESCUE DEPARTMENT  
SPECIAL EVENTS BUREAU  
9300 N.W. 41 STREET  
DORAL, FLORIDA 33178  
OFFICE (786) 331-5000 / FAX (786) 331-4435**

**SPECIAL EVENTS OVERTIME ESTIMATE SHEET**

Invoice Number: \_\_\_\_\_ Date: August 15, 2007  
Control Number: \_\_\_\_\_ Prepared By: MICHEL ANTOINE

**VENDOR INFORMATION**

Name: <u>CITY OF OPALOCKA (INKIND SERVICE)</u>			
Billing Address: <u>780 FISHERMAN STREET</u>			
City: <u>OPALOCKA</u>	State: <u>Florida</u>	Zip Code: <u>33054</u>	
Phone Number: <u>305-688-4611</u>	Fax Number: <u>305-953-2870</u>		

**PERSONNEL**

Rank / Title	Overtime Hourly Rate	Quantity	Event Hours	Total
Chief Fire Officer	\$ 75.00			\$ -
Captain	\$ 65.00	1	6	\$ 390.00
Lieutenant	\$ 55.00			\$ -
Fire Fighter	\$ 50.00	1	6	\$ 300.00
Fire Prevention Inspector	\$ 55.00			\$ -
Beach Manager	\$ 30.25			\$ -
Lifeguard 2	\$ 26.75			\$ -
Lifeguard 1	\$ 22.75			\$ -
Civilian (Overtime Rate Only) DISPATCHER	\$ 30.00			\$ -
Personnel Total				\$ 690.00

**EQUIPMENT**

Type	Hourly Rate	Quantity	Event Hours	Total
Pumper	\$ 100.00			\$ -
QRV / TRT	\$ 65.00			\$ -
Rescue Truck	\$ 50.00			\$ -
Motorcycle Unit	\$ 40.00			\$ -
Rescue Cart	\$ 35.00			\$ -
Rigid Hull Inflatable Boat (RHIB)	\$ 35.00			\$ -
Personal Watercraft (PWC)	\$ 35.00			\$ -
Bicycle Unit	\$ 35.00			\$ -
Equipment Total				\$ -
Personnel Total				\$ 690.00
5% Administrative Fee				
<b>Total Event Estimate</b>				<b>\$ 690.00</b>

Please make checks payable to: Board of County Commissioners

**Please note:** The Board of County Commissioners set all rates through County Administrative Order 7-33.

**NOTE:** The above costs are only an estimate for your event. Any permit related inspection costs (tents, stages, etc.) and/or other related firewatch and rescue standby related costs will be borne by the vendor. Required permit inspections must be completed before occupying or use. After hours or weekend inspections will be billed at a rate of \$50.00 per hour with a minimum 4-hour charge.

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Miami-Dade Fire Rescue Department  
Headquarters  
Special Events Bureau  
Off Regular Duty Services Application

Event Information

Date of Request: 8/15/2007 Application: \_\_\_\_\_

Name of Organization: CITY OF OPALOCKA

Address: 780 FISHERMAN OPALCOKA FL 33054  
City State Zip Code

Phone: (305) 688-4611 Fax: (305) 953-2870

Type of Event: CRIME PREVENTION Estimated Attendance: \_\_\_\_\_

Site Address: SHERBONDY PARK / BEHIND THE FORMER CITY HALL

Site Contact Person: JEANINE BEVERLY Phone: (305) 953-2821

Date of Service: From: 8/18/2007 To: 8/18/2007

Hours of Operation: From: 10 To: 1600

Billing Information

Company / Person Name: SAME AS ABOVE

Address: \_\_\_\_\_ Federal I.D.# \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: ( ) Fax: ( )

Type of Service Requested

(Please Check Appropriate Box)

- |   |   |
|---|---|
| <input type="checkbox"/> Firewatch            | <input type="checkbox"/> Rescue Stand-By        |
| <input type="checkbox"/> New Construction     | <input type="checkbox"/> Movie Shoot            |
| <input type="checkbox"/> Code Requirements    | <input type="checkbox"/> Concert                |
| <input type="checkbox"/> Fair / Festival      | <input type="checkbox"/> Sporting Event         |
| <input type="checkbox"/> Use of Flammable     | <input type="checkbox"/> Meeting                |
| <input type="checkbox"/> Cooking Tents        | <input type="checkbox"/> Display                |
| <input type="checkbox"/> Fireworks, Explosive | <input type="checkbox"/> Other (Specify): _____ |

*See Reverse Side For Additional Important Information*

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**Authority:** - Section 1-16 of the Florida Fire Prevention Code empowers the local jurisdiction to establish and issue permits, certificates, notices and approvals, or orders pertaining to fire control and /or hazardous conditions. Requirements of permitting shall be established by the Fire Chief or his designee. Whenever, in the opinion of the designated fire official, rescue or firewatch may, be essential for the public safety in any place of assembly or due to the nature of the event, exhibition, display, contest or activity, the owner, agent or leasee shall employ one or more State Certified Firefighter, Fire Inspector, Paramedic or EMT's, as determined by section 2-56.2 of the Dade County Code. The cost of said personnel, equipment and administrative fees will be in accordance with Miami-Dade County Fire Rescue Department Administrative order 7-33, Special Events Off-Duty Fire Rescue Services. Vendors engaged in activities or functions for which such services are required and would be seen as necessary, shall comply with all rules, ordinances and laws.

**Departmental Policy:** - The Fire Rescue Department requires that all first time users of off regular duty services obtain an application until credit approval has been established. This application must be accompanied by **FULL PAYMENT FOR THE ESTIMATED TOTAL COST. ALL COMPENSATION DUE FOR SERVICES REQUEST WILL BE PREPAID BY MONEY ORRDER, CERTIFIED CHECK, TRAVELERS CHECK OR CASHIER'S CHECKS AT THE TIME OF APPLICATION OR AS DETERMIND BY THE CHIEF FIRE OFFICIAL RESPONSIBLE FOR OFF REGULAR DUTY SERVICES. ANY COMPENSATION OVER AND ABOVE THE RATE ESTABLISHED IS STRICTLY PROHIBITED. ALL FUNDS PREPAID AND NOT OBLIGATED WILL BE REFUNDED TO THE APPLICANT.**

The estimated cost of the requested service is: \$ 690.00

The applicant is restricted to the general assignment of duties to be performed and has no authority over Fire Rescue Personnel. To avoid a minimum fee for Off Regular Duty Services, the Fire Rescue Department must be notified at least 24 hours in advance of any changes or termination of required services. An administrative charge for processing has been included in the total cost. If an event lasts longer than the prescribed period of time, the vendor agrees to pay any and all additional costs. If a vendor fails to pay total cost or part there of, within (30) days, an additional (10%) administrative fee may be added.

I HAVE READ AND UNDERSTOOD THE PROVISIONS OF THEIS APPLICATION AND WILL ACT IN FULL COMPLIANCE OF THIS AGREEMENT.

	August 15, 2007
Authorized Agency Representative	Date
	August 15, 2007
Signature of the Firewatch Clerk	Date

For further information and assistance, please contact the Special Events Bureau at (786) 331-5000 or Fax (786) 331-4435. Address 9300 NW 41<sup>st</sup> Street. Miami, FL 33178

(For Fire Department Use Only)

Final Cost: \$ .....

Signature: Chief Manny Mena or Designee Fire Prevention Division Special Events Bureau	Date

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# Memorandum



**Date:** October 2, 2007

**To:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

**From:** George M. Burgess  
County Manager

A handwritten signature in black ink, appearing to read "George M. Burgess", written over the printed name of the County Manager.

**Subject:** District Specific In-Kind Request Recommendation

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The Office of Strategic Business Management (OSBM) has reviewed the attached in-kind request and recommends for the item to move forward to the Board of County Commissioners for consideration. The district specific in-kind reserve balance allows for the funding of this request.

## Background

A retroactive waiver for in-kind services has been requested by a not-for-profit organization the City of Opa Locka for their Night Out event held on August 18, 2007.

In-kind services have been requested in an amount not to exceed \$690 from the Miami-Dade Fire Rescue Department for fire rescue personnel and emergency medical services for a total in-kind amount of \$690. This event will be funded from the non-ad valorem portion of the Fire Rescue District Budget.

In FY 2006-07, the City of Opa Locka received \$461,000 in County funding (\$1,000 from District 1 discretionary reserve, \$35,000 from the General Fund, and \$425,000 from Community and Economic Development).

Inkind12307