

**MEMORANDUM**

Agenda Item No. 11(A) (22)

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


**DATE:** December 4, 2007

**FROM:** R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Resolution retroactively  
authorizing in-kind services  
from Park and Recreation  
Dept. for the Haitian Rara  
Fest

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The accompanying resolution was prepared and placed on the agenda at the request of Commissioner Audrey M. Edmonson.

  
\_\_\_\_\_  
R. A. Cuevas, Jr.  
County Attorney

RAC/bw



# MEMORANDUM

(Revised)

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

**DATE:** December 4, 2007

**FROM:** R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Agenda Item No. 11(A)(22)

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) (22)  
12-4-07

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

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARK AND RECREATION DEPARTMENT FOR THE JUNE 30, 2007 HAITIAN RARA FEST SUMMER 2007 SPONSORED BY THE HAITIAN RARA FEST, CORP., A FOR PROFIT ORGANIZATION, IN AN AMOUNT NOT TO EXCEED \$1,500.00 TO BE FUNDED FROM THE DISTRICT 3 IN-KIND RESERVE FUND

**WHEREAS**, the Haitian Rara Fest, Corp. has requested in-kind services from the Miami-Dade Park and Recreation Department for the June 30, 2007 Haitian Rara Fest in an amount not to exceed \$1,500.00 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS**, the purpose of the Haitian Rara Fest is to bring social awareness among the youth through social organizations; and

**WHEREAS**, the Haitian Rara Fest, Corp. is a for profit organization; and

**WHEREAS**, the Haitian Rara Fest is a special event, as defined in the attached Fee Waiver/In-kind Service Application, and the in-kind services shall be funded from the District 3 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 Park and Recreation Department for the June 30, 2007 Haitian Rara Fest in an amount not to exceed \$1,500.00 to be funded from the District 3 In-kind Reserve Fund.

The foregoing resolution was sponsored by Commissioner Audrey M. Edmonson 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
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 4<sup>th</sup> day of December, 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. 1st 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: HAITIAN RARA FEST, Corp.

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.):  
SEAN FLEURBAIN 14155 WEST DIXIE HIGHWAY, NORTH MIAMI 33161  
786-704-4166

4. Specify fee waiver or in-kind service requested (quantify, if applicable): STAGE (40x40) LIGHTING

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries):  
HAITIAN RARA FEST - 6/30/07 - North Miami Ave between 54 and 62 Street  
HRE, a cultural event with several social causes focus. Striven  
to bring awareness among the youth through the Dept. of The State Attorneys  
office and need and need (etc...)

6. Please select ALL that apply to event:

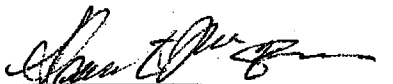
- Economic Development: Event supports vitality or growth of the local economy
- Youth/Education: Event benefits youth of any age and/or offers educational benefits
- Health and Social Services: Event supports health-related causes and/or social programs or institutions that improve quality of life within 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

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

7. Physical address of event venues (please specify Commission District(s)):  
North Miami Ave. between 54 and 62 Streets  
District 5, City of Miami - District 3, Miami Dade County
8. Description of regional or local impact:  
A cultural and social event benefiting the community at large, especially the youth with a focus on violence
9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable):  
On Saturday, June 30, 2007 at 10 AM - 11 PM  
Set up 12 Midnight 6/29 - breakdown 11 PM 6/30
10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable):  
See attached layout
11. Expected number of participants and estimated attendance (per day, if applicable):  
4,000
12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): \$ 115,000 Total Budget

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

  
Signature of Authorized Representative

6-12-07  
Date

# *Certificate of Status*

I certify from the records of this office that HAITIAN RARA FEST, CORP. is a corporation organized under the laws of the State of Florida, filed electronically on June 07, 2006, effective June 07, 2006.

The document number of this corporation is P06000078284.

I further certify that said corporation has paid all fees due this office through December 31, 2006, and its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

I further certify that this is an electronically transmitted certificate authorized by section 15.16, Florida Statutes, and authenticated by the code noted below.

Authentication Code: 060607165401-300075899783#1

Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this the  
Seventh day of June, 2006



*Sue M. Cobb*  
Sue M. Cobb  
Secretary of State



# *HAITIAN RARA FEST Summer 2007*

*SATURDAY JUNE 30, 2007 59<sup>th</sup> STREET FROM NE 62<sup>nd</sup> AVE. UP TO MIAMI, AVE. MIAMI, FLORIDA*

To: The Honorable Miami-Dade County

Commissioner Audrey M. Edmonson:

Representative of Miami-Dade District 5

Greeting Honorable Commissioner Edmonson:

It was indeed a pleasure communicating with you via by phone and the internet for the past few weeks. I sincerely appreciate the support of the Honorable Commissioner Emerson, who continues to support with a beautiful admiration of respect for the Haitian Community in South Florida. Therefore we have currently and still requesting; support from the Commissioner Office to help us succeed in our effort to deliver a quality production of the Haitian Rara Fest. '07. Ms. Niki, we are at the final steps of our production and are now defining our request for the items below to your office as follows:

- We are in great need for a performance stage which will allow the event to be at a much better enjoyment to the community.

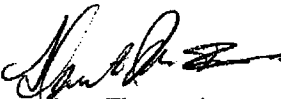
Our focus is to bring entertainment and education to our "seniors and our youth-at-risk". Commissioner Emerson has been an inspiration and a gentle Mentor to us all. Her mild ethical professional ways and a comforting assuring everlasting smile has confirm for u in the North Central community that we have arrive a selecting a leader not only with vision, but for acknowledging her consistency with remarkable respect in aiding in her district needs and the ability supporting all of them to excel.

The Commissioner's support will insure, that this project will have a great community impact and once again introduce the real Haitian Street Festival to the South Florida community; further, it will honor and demonstrate appreciation to individuals that support and work for our communities best interest. We look forward to also working with her on future projects that would sincerely support our community needs and enhance its future.

We are anticipating an immediate response as to the above support requested, in order to finalize our promotional materials and the Commissioner's involvement in our festival.

Thank you, and God Bless.

Ms. Lorna Shuford,  
Event Coordinator.

  
Jean Fleurentin,  
Founder/President.



(W) 62st

NORTH

Backstage

STAGE 2

(E)

VIP's Parking

BAKERY

Booths

VIP'S

60st

59 Ten

59st

58st

57st

56st

55st

N. MIAMI AVE

GAS Station

NIGHT CLUB

SOUTH

STAGE 1

BACKSTAGE

54st

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## Haitian Rara Fest. '07 Pre-event Estimated Budget

### Administrative Coordinating Staff: \$44,000.

Executive Producer: Jean Fleurentin: \$10,000.  
Event Director & Coordinator: Lorna Shuford \$29,000.  
UCA/32nds Marketing (sponsors/in-kind Coordinator)  
Legal Consultant & Expenses: Johnny A. Gaspard, P.L.L.C.: \$1,500.  
Event Producer Assistance: Celirose Fleurentin: \$2,000.  
Misc. Expenses: Staff estimated daily expenses: \$1,500.  
*\*Fees will be paid, base on event receivables, expenses covered and after 10% donation to LR.*

### Legal Requirements: \$18,820.

Liability/Bond: \$750. on a \$1,000,000. Bond  
Police Dept.: City of Miami: \$13,786.  
Fire Dept.: City of Miami: \$1,734.75  
Legal Permit: City of Miami Special Event Dept.: Inclusive of the above required permits  
Private Security/Bouncers: Union Security: \$2,500.  
State of Florida Dept. of Revenue/Agricultural: \$50. min. (each food vendors).

### Office Expenses: \$3,850.

Volunteers (Youth/Seniors): Little River/Royal Academy of Miami: In-kind and other org.  
Office, utilities, equipment(s), supplies, staff : part-in-kind and \$3,500. for 3 months(A,M,J-07)  
Stationary (Lt. Hd/BC), business card, invoices, etc.. Valentina Printing: \$350.

### Marketing / Promotions: \$9,300.

Marketing/PR Director: Leona Minto:  
Website: Webmaster, maintenance and sponsor package purchase processing: Pay Pal.: \$750.  
Newspaper and poster-prior-post event: Layout & Adv. \$2,000.  
Photos & Services by Leona \$750.  
Video graphing & Post event editing(3): \$ 1,750.  
T-shirts (Staff, volunteers/Throw-away Shirts): Valencia Printing: \$1,700. (2,000.)  
Event Souvenir Booklet: Design Layout: \$ 2,750. (5,000)  
Palm cards/Fyers/Posters/Shirts: Layout  
Scarf's: Valencia Printing \$350. (2,000)

**Event Production Logistical: \$16,000.**

Stage (2): a) Main Stage \$8,500. estimated.  
b) City of Miami Donated: Showmobile for kiddy world  
c) Audio  
d) Lights:  
Vendor's Tents: \$75. each (20) = \$1,650.  
VIP Tent & Catering: \$1,950.00  
Walky-talky: \$ 100. (5-for the day)  
Golf cart(2): \$ 375 (2).  
Search lights: \$ 600.(2)  
Power Generators: \$3,500. (4)

**Artist and special guest: \$10,600.**

Travel: \$3,000. currently estimated  
Transportation: \$1,500. currently estimated  
Accommodation: \$2,500. currently estimated.  
Catering: \$3,600 currently estimated.

**Public Necessity Requirements & Social Service Information: \$2,400.**

Toilet portables: Abel's Company: \$1,600.  
Emergency First Aid Center: Humana/Doctor's Medical Center: Sponsor  
Youth Finger printing/Lost and Found station: State Attorney Youth Crime Watch Program:  
Miami-Dade County Dept. of Elections: Participants  
HIV-AIDS and other health issues and Medicare presentation: JMH  
Immigration/Legal services: Participants

**Street Requirements \$6,000.**

Barricades (20) / police ribbons:  
Bleaches: \$750 (2) near main stage  
Maintenance/Waste Management/post event sheet cleaning: (\$3,750.) estimated.  
Volunteer for VIP parking and guest host: Royal Academy of Miami and Model City Staff:

**Youth Fun Center: Total: \$4,600.**

Sugar & Spice Clowns, balloon sculpture, face painting puppet & magic,  
Animal Show \$1,700.  
Tents(2): \$75. x 2 = \$150.  
Corporate sponsor or organization Mascots and health and academic educational materials.  
Guest artist and youth performing artist  
Rides/Games: \$2,750.  
Give-away items, toys, food (hot dog, pizza, snow cones, cotton candy, etc...)

**Total Prevent Estimated Budget: \$115,570**

**Post event and next year seed money estimated Misc. Budget: \$ 25,000.**

Event Cdr: *[Signature]* Executive Dir. *[Signature]* Date: \_\_\_\_\_  
In witness: *[Signature]* Print: LEONA MINTO Date: \_\_\_\_\_

# Memorandum



**Date:** December 4, 2007

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

**From:** George M. Borges  
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 for-profit organization the Haitian RARA Fest, Corporation event held on June 30, 2007 for their Haitian Rara Fest Summer 2007.

In-kind services have been requested in an amount not to exceed \$1,500 from the Miami-Dade Park and Recreation Department for use of their stage. This event will be funded from the District 3 in-kind reserve fund.

In FY 2006-07, the Haitian RARA Fest, Corporation has not received any County funding for this event.

Inkind10007