



**MEMORANDUM**

Agenda Item No. 11(A)(37)

**TO:** Honorable Chairman Dennis C. Moss  
and Members, Board of County Commissioners

**DATE:** March 3, 2009

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

**SUBJECT:** Resolution authorizing in-kind  
services for the March 6-7, 2009  
"Relay for Life" event

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Joe A. Martinez.

R. A. Cuevas, Jr.  
County Attorney

RAC/cp



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Dennis C. Moss  
and Members, Board of County Commissioners

**DATE:** March 3, 2009

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

**SUBJECT:** Agenda Item No. 11(A)(37)

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 Mayor'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) (37)  
3-3-09

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

RESOLUTION AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARK AND RECREATION DEPARTMENT FOR THE MARCH 6-7, 2009 "RELAY FOR LIFE" SPONSORED BY FLORIDA INTERNATIONAL UNIVERSITY IN AN AMOUNT NOT TO EXCEED \$875.00 TO BE FUNDED FROM THE DISTRICT 11 IN-KIND RESERVE FUND

**WHEREAS**, the Florida International University has requested in-kind services from the Miami-Dade Park and Recreation Department for the March 6-7, 2009 "Relay for Life" event in an amount not to exceed \$875.00 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS**, the purpose of the "Relay for Life" event is to raise funds for the American Cancer Society to fund cancer research, education, advocacy and patient services; and

**WHEREAS**, the "Relay for Life" is a district event as that term is defined on the attached Fee Waiver/In-kind Service Application, and \$875.00 of the in-kind services shall be funded from the District 11 In-kind Reserve Fund,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board authorizes in-kind services from the Miami-Dade Park and Recreation Department for the March 6-7, 2009 "Relay for Life" event in an amount not to exceed \$875.00 to be funded from the District 11 In-kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Commissioner Joe A. Martinez. It was 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:

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

The Chairperson thereupon declared the resolution duly passed and adopted this 3<sup>rd</sup> day of March, 2009. 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.

GKS

Gerald K. Sanchez

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

Parks - 875  
3/6-7

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. 1<sup>st</sup> 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: Florida International University- Relay for Life

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.):

- ❖ Barbie Erched  
❖ Address: 2350 SW 138 AVE Miami, FI 33175  
❖ Phone: (786) 236-8217 Email: [Barbie.erched@gmail.com](mailto:Barbie.erched@gmail.com)

4. Specify fee waiver or in-kind service requested (quantify, if applicable): 1 Large Stage

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

The American Cancer Society Relay for Life is a unique, overnight event that brings people together in the fight against cancer. This year we are celebrating 25 years of hope; and the Relay For Life of FIU is celebrating 5 years. Over this past 5 years; we have been able to fundraise over \$322,935.00 to support the fight against cancer. Our goal this year is to raise \$80,000.

- ❖ Name: Relay for Life  
❖ Date: March 6 & 7, 2009 Time Needed: March 6-3:00pm- March 7<sup>th</sup> 8:00am.  
❖ Where: FIU Football Stadium

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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March 6-7  
11

7. Physical address of event venues (please specify Commission District(s)): 11200 S.W. 8th Street Miami, Florida 33199

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

8. Description of regional or local impact: **Relay for Life is the largest non-profit event in the world. It is a community developed, volunteer driven team event that begins at sundown and continues until sunrise the next morning. Relay is made up of teams that walk a track all night and raise money to help fight cancer. Proceeds go to ACS to fund cancer research, education, advocacy, and patient services.**
9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): **Attached: 2008 Relay for Life Itinerary**
10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): **Event will be held at the FIU FOOTBALL STADIUM- Attached: FIU University Park Map. FS is the stadium.**
11. Expected number of participants and estimated attendance (per day, if applicable): **3,000 + (Students, Faculty, Staff &Community) Volunteers)**
12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): **Our goal is to raise \$80,000. All activities and entertainment materials are donated.**

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

Barbara Erched

Signature of Authorized Representative

12/15/08

Date

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**Rodriguez, Nadia (OSBM)**

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**From:** Byrnes, Timothy (MDPR)  
**Sent:** Sunday, December 14, 2008 12:18 PM  
**To:** Manoah, Maittee (DIST11)  
**Cc:** Abolila, Esther (DIST11); Gonzalez, Ana (MDPR); Morgan, Tom (MDPR); Jayska, Amanda (OSBM); Rodriguez, Nadia (OSBM)  
**Subject:** RE: Stage request 03/06 & 07/09 American Cancer Society Relay for Life at FIU

Ms. Manoah,

Please be advised that we have reserved a 24' X 40' open stage for the aforementioned event on March 6<sup>th</sup> and 7<sup>th</sup> next year. The rental rate for your In-Kind paperwork is \$875.00 for the two-day usage. We will contact Ms. Erched for the exact delivery location, event times, event particulars, and to complete the Equipment Confirmation Sheet.

Trusting if you have any additional questions you will contact our office.

Thanks Tim Byrnes

**Tim Byrnes**, Tropical Park/Trail Glades Range/Showmobile Service Area Manager  
**Miami-Dade County Park and Recreation Department**  
Tropical Park 7900 SW 40th Street, Miami, FL 33155  
305-226-8315 Phone, 305-553-8511 Fax  
[www.miamidade.gov/parks](http://www.miamidade.gov/parks)  
"Delivering Excellence Every Day"

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**From:** Manoah, Maittee (DIST11)  
**Sent:** Wednesday, December 10, 2008 1:51 PM  
**To:** Byrnes, Timothy (MDPR)  
**Cc:** Abolila, Esther (DIST11)  
**Subject:** Stage request  
**Importance:** High

Good afternoon Tim, hope all is well.

Ms. Barbie Erched from American Cancer Society will be having their Relay for Life event at Florida International University on March 6<sup>th</sup> & 7<sup>th</sup>, 2009. Ms. Erched has requested our assistance with a stage for this event. Please advise if the stage is available so we are able to begin the in-kind process.

If you have any questions, Ms. Erched may be reached at 786-236-8217.

Thank you,

Maittee Manoah  
Office of Commissioner Joe A. Martinez  
District 11  
(305) 552-1155  
(305) 552-0577 fax  
[manoah@miamidade.gov](mailto:manoah@miamidade.gov)

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# Memorandum



**Date:** March 3, 2009

**To:** Honorable Chairman Dennis C. Moss  
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 in the "From:" field.

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

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## Recommendation

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 waiver for in-kind services is being requested by a not-for-profit organization the Florida International University, for their "Relay for Life" event scheduled for March 6-7, 2009.

In-kind services have been requested in an amount not to exceed \$875 from the Miami-Dade Park and Recreation Department for the use of one (1) large stage. This event will be funded from District 11 in-kind reserve fund.

In FY 2008-09, Florida International University has received \$113,750 for other programs and activities from the General Fund.

Inkind04409