

# MEMORANDUM

Agenda Item No. 11(A) (14)

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


**DATE:** November 17, 2009

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

**SUBJECT:** Resolution retroactively  
authorizing in-kind services  
for the October 3-4, 2009  
“7<sup>th</sup> Annual Dragon Boat  
Festival”

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

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

RAC/up



# MEMORANDUM

(Revised)

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

**DATE:** November 17, 2009

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

**SUBJECT:** Agenda Item No. 11(A)(14)

Please note any items checked.

\_\_\_\_\_ "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

\_\_\_\_\_ Ordinance creating a new board requires detailed County Manager's report for public hearing

\_\_\_\_\_ No committee review

\_\_\_\_\_ Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_ ) to approve

\_\_\_\_\_ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

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

Agenda Item No. 11(A)(14)  
11-17-09

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

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARK AND RECREATION DEPARTMENT FOR THE OCTOBER 3-4, 2009 “7<sup>TH</sup> ANNUAL DRAGON BOAT FESTIVAL” SPONSORED BY UNITED CHINESE ASSOCIATION OF FLORIDA, A NOT-FOR-PROFIT ORGANIZATION, IN AN AMOUNT NOT TO EXCEED \$9,456.00 TO BE FUNDED FROM THE DISTRICT 4 IN-KIND RESERVE FUND

**WHEREAS**, United Chinese Association of Florida, Inc. has requested in-kind services from the Miami-Dade Park and Recreation Department for the October 3-4, 2009 “7<sup>th</sup> Annual Dragon Boat Festival” in an amount not to exceed \$9,456.00 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS**, the “7<sup>th</sup> Annual Dragon Boat Festival” is a family festival featuring Dragon Boat races and showcasing, among other things, South Florida’s diverse Asian communities, culture and food; and

**WHEREAS**, United Chinese Association of Florida, Inc. is a not-for-profit organization; and

**WHEREAS**, the “7<sup>th</sup> Annual Dragon Boat Festival” is a district event, as that term is defined on the attached Fee Waiver/In-kind Service Application, and \$9,456.00 of the in-kind services shall be funded from the District 4 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

October 3-4, 2009 "7<sup>th</sup> Annual Dragon Boat Festival" in an amount not to exceed \$9,456.00 to be funded from the District 4 In-kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Commissioner Sally A. Heyman. 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
Joe A. Martinez	Barbara J. Jordan
Dorrian D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 17<sup>th</sup> day of November, 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

9/25  
013-4  
Fees - 9,456.  
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. 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: United Chinese Association of 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 13000  
☐ Other (specify): \_\_\_\_\_

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.):  
Johnson Ng, Executive Director, P O Box 669086, Miami, FL 33166,  
305-345-8489, Fax: 305-262-0766, UCAF@bellsouth.net

4. Specify fee waiver or in-kind service requested (quantify, if applicable): Fire-Rescue Department Staff and ALS Unit (\$3,500), Landside Police 5 Officers & 1 Sergeant (\$6,300), Waterside Police 1 Boats 2 Officers (\$3,200), Show Mobile (3,500) - Total In-Kind Service (\$16,500) sound system

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries): The 7th Annual South Florida Dragon Boat Festival on 10/3-4/2009 at Haulover Beach Park and Marina. Its objective is to promote a fun family festival through "paddle for fun" - Dragon Boat races - an exciting fast growing international team-building popular water sport, "paddle for charity" to raise fund to give back to the community and "paddle for health" to increase fitness and health awareness in our community. A spectacular colorful Asian cultural entertainment will showcase the South Florida's diverse Asian American communities featuring various Asian traditional cultural performance, Arts & Crafts, authentic Asian Food, organization information booths, corporation's businesses and government services. A Kids' Dragon Land playground will provide fun games, face painting, dragon boat drawing contest and kite contest.

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)): Haulover Beach Park and Marina  
10800 Collins Avenue, Miami, FL 33154 (District 4)

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

8. Description of regional or local impact: \_\_\_\_\_
9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): \_\_\_\_\_
10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): \_\_\_\_\_
11. Expected number of participants and estimated attendance (per day, if applicable): \_\_\_\_\_
12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): \_\_\_\_\_

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



Winnie Tang, President

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

08 / 10 / 2009

Date

ATTN: MARGOT MANKES.



SHOWMOBILES, STAGES, BLEACHERS,  
AND SOUND PRODUCTION  
(305) 257-0933 Ext. 240/(305) 257-1083 (Fax)

**EQUIPMENT (S) CONFIRMATION FORM**ORGANIZATION/AGENCY: UNITED CHINESE ASSOCIATION OF FLORIDA.EQUIPMENT REQUESTED: SHOW MOBILE. P.A. SYSTEM.

NAME OF PERSON RESPONSIBLE FOR THIS BILL: \_\_\_\_\_

OR INDEX CODE (MIAMI-DADE COUNTY AGENCIES ONLY): \_\_\_\_\_

BILLING ADDRESS/ ZIP CODE: \_\_\_\_\_

NAME/TITLE OF THE EVENT: 7<sup>th</sup> South Florida Dragon Boat Festival.ADDRESS OF EVENT: 10800. COLLINS AVE., MIAMI BEACH. FL- 33154TODAY'S DATE: TWO DATE (S) & TIME OF EVENT: OCT. 3 & 4. 10 - 5.SET-UP TIME & DAY: OCT. 2. 10:00 AM.TAKE-DOWN & DAY: OCT. 5. 10:00 AM.CONTACT PERSON/PHONE: Johnson NGAT SITE CONTACT/CELL PHONE #: 305-345-8489.

SPECIAL INSTRUCTIONS: Direction Item(s) are to be placed, maps, diagrams, etc.

OTHER INFORMATION: Include additional equipment if needed.

We, the users, understand that we assume full responsibility for any damage, theft, or loss to said equipment and its accessories between the time the Miami-Dade Park and Recreation Department completes setting up and the time it takes down. We, the users, also agree to adhere to the requests set forth in the rental policy. We do have a copy of the rental policy and fully understand the requirements set forth in renting the equipment requested as out-lined in the rental policy. We also understand that the total fee is to be remitted (15) fifteen working days before the event.

\*Fee \_\_\_\_\_

Signature \_\_\_\_\_

\*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Agency/Group \_\_\_\_\_

**CANCELLATIONS MUST BE MADE 72 HOURS IN ADVANCE OF THE  
EVENT BY FAX OR EMAIL OTHERWISE EXPECT TO BE CHARGED**

**1/2 (HALF) OF RENTAL FEE.** \*There will be no completed reservation on the schedule unless the confirmation Form is filled out completely and signed.

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## Detail by Entity Name

### Florida Non Profit Corporation

UNITED CHINESE ASSOCIATION OF FLORIDA, INC.

### Filing Information

Document Number N03000007653  
FEI/EIN Number 061687765  
Date Filed 09/04/2003  
State FL  
Status ACTIVE  
Last Event AMENDMENT  
Event Date Filed 06/01/2004  
Event Effective Date NONE

### Principal Address

8401 SW 107 AVENUE  
254E  
MIAMI FL 33173

Changed 04/16/2004

### Mailing Address

P O BOX 669086  
MIAMI FL 33166

Changed 04/16/2004

### Registered Agent Name & Address

TANG, WINNIE  
8401 SW 107 AVENUE  
254E  
MIAMI FL 11373 US

Name Changed: 04/16/2004

Address Changed: 04/16/2004

### Officer/Director Detail

Name & Address

Title D P

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**佛 州 華 人 聯 合 會**  
**The United Chinese Association of Florida**

(A 501(c)3 non-profit community Based Organization since 2003)

**Proudly Presents**

7th Annual South Florida Dragon Boat Festival

**Projected Budget ( Jan Dec 2009 )**


<b>INCOME</b>		<b>TOTAL</b>
Sponsorship	\$6,000.00	
Admission Fee	\$25,000.00	
Team Registration	\$13,400.00	
Egg Roll Eating Contest	\$600.00	
Vendors	\$4,250.00	
Program Book Ads	\$5,000.00	
Souvenir/Beverage Sales/Ruffles	\$3,000.00	
Miami-Dade Inkind Support	\$17,000.00	
<b>TOTAL INCOME</b>		<b>\$74,250.00</b>
<b>EXPENSE</b>		
Race Equipment	(1,000.00)	
Station Maintenance	(2,000.00)	
Competition - Race	(9,400.00)	
Competition - Egg Roll Eating Contest	(600.00)	
Personnel	(2,500.00)	
Uniforms	(1,000.00)	
Venue Rental	(10,000.00)	
Cultural Performance	(8,000.00)	
Postage	(350.00)	
Stationary/Business Cards	(400.00)	
Marketing	(16,000.00)	
Special Events	(3,000.00)	
Miscellaneous	(3,000.00)	
Miami-Dade Inkind Support	(17,000.00)	
<b>TOTAL EXPENSE</b>		<b>(74,250.00)</b>
<b>REVENUE</b>		<b>\$0.00</b>

# Memorandum



**Date:** November 17, 2009

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

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

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

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

## Background

A retroactive waiver for in-kind services has been requested by a not-for-profit organization, United Chinese Association of Florida, Inc., for their "7<sup>th</sup> Annual Dragon Boat Festival" held on October 3-4, 2009.

In-kind services have been requested in an amount not to exceed \$9,456 from the Miami-Dade Parks and Recreation Department for the use of a large showmobile, small sound system and technical services. This event will be funded from the District 4 in-kind reserve fund.

In FY 2008-09, United Chinese Association of Florida, Inc., received \$7,976 from the District 4 in-kind reserve and \$2,024 from the fire rescue district budget.

Inkind16009