



**MEMORANDUM**

Agenda Item No. 11(A)(17)

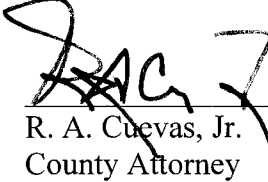
**TO:** Honorable Chairman Dennis C. Moss  
and Members, Board of County Commissioners

**DATE:** February 2, 2010

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

**SUBJECT:** Resolution authorizing in-kind  
services for the March 6, 2010  
"3<sup>rd</sup> Annual Community Festival"  
event

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/cp



# MEMORANDUM

(Revised)

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

**DATE:** February 2 , 2010

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

**SUBJECT:** Agenda Item No. 11(A)(17)

**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)(17)  
2-2-10

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

RESOLUTION AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARK AND RECREATION DEPARTMENT FOR THE MARCH 6, 2010 “3<sup>RD</sup> ANNUAL COMMUNITY FESTIVAL” SPONSORED BY CITY OF NORTH MIAMI BEACH IN AN AMOUNT NOT TO EXCEED \$2,500.00 TO BE FUNDED FROM THE UNSPENT BALANCE OF THE DISTRICT 4 FY 2008-09 IN-KIND RESERVE FUND

**WHEREAS**, the City of North Miami Beach, has requested in-kind services from the Miami-Dade Park and Recreation Department for the March 6, 2010 “3<sup>rd</sup> Annual Community Festival” in an amount not to exceed \$2,500.00 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS**, the “3<sup>rd</sup> Annual Community Festival” is a multi-cultural event that will feature entertainment, food and many other activities for the local community; and

**WHEREAS**, the “3<sup>rd</sup> Annual Community Festival” is a district event, as that term is defined on the attached Fee Waiver/In-kind Service Application, and \$2,500.00 of the in-kind services shall be funded from the unspent balance of the District 4 FY 2008-09 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, 2010 “3<sup>rd</sup> Annual Community Festival” in an amount not to exceed \$2,500.00 to be funded from the unspent balance of the District 4 FY 2008-09 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    |
| 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 2<sup>nd</sup> day of February, 2010. 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

\$2500 for KS

MIAMI-DADE COUNTY  
FEE WAIVER/IN-KIND SERVICES APPLICATION  
FY 2008-09

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:

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.\*\*

Commissioner sponsoring event Sally Heyman District #4

1. Full legal name of the requesting organization: ~~North Miami Beach Community Festival~~  
City of North Miami Beach

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

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

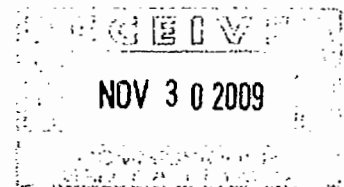
3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.): \_\_\_\_\_

Jackie Shakespeare, 17051 NE 19Ave NMB, FL 33162

Office 305-948-2957, Fax 305-787-6040

jackie.shakespeare@citynmb.com

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



5

(P)

MIAMI-DADE COUNTY  
FEE WAIVER/IN-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): \_\_\_\_\_

3rd Annual Community Festival, March 6, 2010.

This is a multi-cultural community event that will feature entertainment, food, retail and not for profit vendors; artists, Kidszone area and water conservation information.

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 4 in North Miami Beach

Hanford Blvd., (NE 164 Street between 17th and 16th Ave.

8. Description of regional or local impact: The City of North Miami Beach hosts this annual

event to support vitality and growth of businesses and organizations in the area; promote a positive family environment; provide educational and recreational activities and information; and to assist in developing our community's sense of pride.

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

Event time 1:00PM - 8:00 PM

Set up breakdown time 9:00 A.M. to 12:00 P.M. / 8:00 P.M. to 10:00 P.M.

16

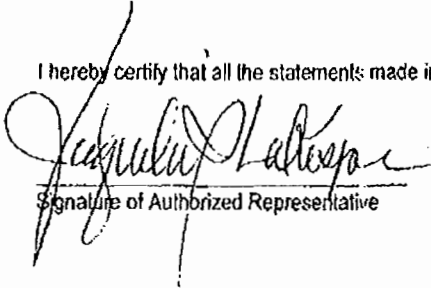
MIAMI-DADE COUNTY  
FEE WAIVER/N-KIND SERVICES APPLICATION  
Page 3

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): The event will be on Hanford Blvd. (NE 164 Street) between  
16th and 17th Avenues.

11. Expected number of participants and estimated attendance (per day, if applicable): 5000 to 8000

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.

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

11/23/09  
\_\_\_\_\_  
Date

7

## COMMUNITY FESTIVAL

The City of North Miami Beach is making preparations for its 3<sup>rd</sup> Annual Community Festival on Saturday, March 6, 2010 on Hanford Boulevard between 16<sup>th</sup> & 17<sup>th</sup> Avenues. The event which was held last March, attracted 5,000 – 7,000 residents and visitors to our City to take part in the day's festivities which included, live music, great food, local vendors and family fun.

The festival will feature at least two stages of entertainment with over 30-50 acts of artists performing R&B, Jazz, Pop, Caribbean and Hip Hop music. A KidsZone area will provide hours of entertainment for children of all ages with live DJ, carnival rides, giant slides, rock climbing, face painting and game booths. Various arts, retail, business and water conservation vendors will also line the Boulevard and provide information and merchandise to interested individuals. And let's not forget the food vendors who will be there to tickle the taste buds of everyone who attends the festival with mouth watering foods & refreshments.

It will be fun family day in North Miami Beach as the festival is definitely the City's most successful event of the year. We are looking forward to making it an even bigger and better event in 2010.

### 2010 COMMUNITY FESTIVAL PROJECTED BUDGET

Item	Projected Exp
KidsZone Activities <i>Bounce Houses, Slides, Carnival Rides, Face Painters, Game Booths, etc.</i>	\$8,000.00
Band Appearance Fee(s)	\$2,500.00
Sound and Stage Equipment <i>Mainstage, Speakers, Amps, Instruments, etc.</i>	\$5,500.00
Tents, Tables, Chairs, Lights, Light Towers	\$5,000.00
Portable Stages (2)	\$1,500.00
Portable Restrooms	\$700.00
Printing of Flyers/Banners/Signage	\$1,500.00
Advertisements (Newspapers)	\$4,500.00
Advertisements (Radio, Video, Cable)	\$5,000.00
Event Insurance	\$2,500.00
Metro Dade County Fire Inspection	\$500.00
DJs (3)	\$1,800.00
Misc Supplies	\$1,000.00
<b>TOTAL PROJECTED COSTS</b>	<b>\$40,000.00</b>





# SHOWMOBILES, STAGES, BLEACHERS, AND SOUND PRODUCTION (305) 226-8315 Ext. 224/(305) 553-8511 (Fax)

## EQUIPMENT (S) CONFIRMATION FORM

*city of  
Miami Beach*

ORGANIZATION/AGENCY: North Miami Beach Leisure Services Dept.

EQUIPMENT REQUESTED: Show Mobile

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Jackie Shakespeare

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

BILLING ADDRESS/ZIP CODE: 17051 NE 19 Avenue NMB, FL 33162

NAME/TITLE OF THE EVENT: 3rd Annual Community Festival

ADDRESS OF EVENT: Hansford Blvd (164 ST) Between NE 16 and 17 Ave

TODAY'S DATE: 11/19/09 DATE (S) & TIME OF EVENT: 3/06/10 1PM - 8PM

SET-UP TIME & DAY: 9:00AM 3/6/10

TAKE-DOWN TIME & DAY: 8:30PM 3/6/10

CONTACT PERSON/PHONE: Jackie Shakespeare 305-948-2957 ext 2542

AT SITE CONTACT/CELL PHONE#: 786-489-5201

SPECIAL INSTRUCTIONS: Direction item(s) are to be placed, maps, diagrams, etc.  
Stage will be on the Corner of 164ST & NE 17AVE

OTHER INFORMATION: Include additional equipment if needed.

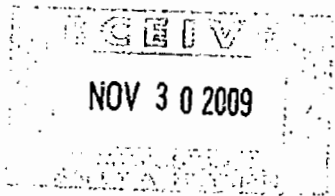
We, the users, understand that we assume full responsibility for any damage, theft, or loss to said equipment and its accessories between the time the Miami-Dade Park and Recreation Department completes setting up and the time it takes down. We, the users, also agree to adhere to the requests set forth 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: 2,500 Signature: [Handwritten Signature]  
\*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Agency/Group: City of North Miami Beach

**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.**

Late equipment arrivals, please call (786) 236-7926



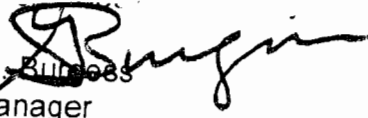
9

# Memorandum



**Date:** February 2, 2010

**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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## Recommendation

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 waiver for in-kind services is being requested by the City of North Miami Beach for their "3<sup>rd</sup> Annual Community Festival" event scheduled for March 6, 2010.

In-kind services are being requested in an amount not to exceed \$2,500 from the Miami-Dade Park and Recreation Department for the use of a large show mobile. This event will be funded from the unspent balance of the District 4 FY 2008-09 in-kind reserve fund.

In FY 2009-10, City of North Miami Beach received \$11,200 from the General Fund to fund sports programs.

Inkind02110