

**MEMORANDUM**

Agenda Item No. 11(A)(13)

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**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

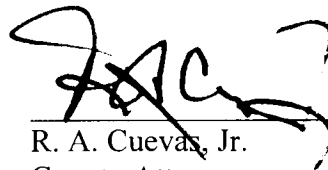
**DATE:** June 7, 2011

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

**SUBJECT:** Resolution retroactively authorizing  
in-kind services for the February 20,  
2011 "Carnival Miami 8K Run"  
event

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



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R. A. Cuevas, Jr.  
County Attorney

RAC/cp



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**DATE:** June 7, 2011

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

**SUBJECT:** Agenda Item No. 11(A)(13)

**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)(13)  
6-7-11

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

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARK AND RECREATION DEPARTMENT FOR THE FEBRUARY 20, 2011 "CARNIVAL MIAMI 8K RUN" SPONSORED BY KIWANIS CLUB OF LITTLE HAVANA, INC., A NOT-FOR-PROFIT ORGANIZATION, IN AN AMOUNT NOT TO EXCEED \$650.00 TO BE FUNDED FROM THE UNSPENT BALANCE OF THE DISTRICT 4 FY 2008-09 IN-KIND RESERVE FUND

**WHEREAS**, the Kiwanis Club of Little Havana, Inc. has requested in-kind services from the Miami-Dade Park and Recreation Department for the February 20, 2011 "Carnival Miami 8K Run" in an amount not to exceed \$650.00 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS**, the "Carnival Miami 8K Run" is a fundraiser to benefit the Children's Cancer Center and other local organizations; and

**WHEREAS**, the Kiwanis Club of Little Havana, Inc. is a not-for-profit organization; and

**WHEREAS**, the "Carnival Miami 8K Run" is a small event, as that term is defined on the attached Fee Waiver/In-kind Service Application, and \$650.00 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 retroactively authorizes in-kind services from the Miami-Dade Park and Recreation Department for the February 20, 2011 "Carnival Miami 8K Run" in an amount not to exceed \$650.00 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:

Joe A. Martinez, Chairman	
Audrey M. Edmonson, Vice Chairwoman	
Bruno A. Barreiro	Lynda Bell
Esteban L. Bovo, Jr.	Jose "Pepe" Diaz
Sally A. Heyman	Barbara J. Jordan
Jean Monestime	Dennis C. Moss
Rebeca Sosa	Sen. Javier D. Souto
Xavier L. Suarez	

The Chairperson thereupon declared the resolution duly passed and adopted this 7<sup>th</sup> day of June, 2011. 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

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. 1st Street, Suite 2510  
Miami, FL 33128

Phone: (305) 375-2836  
Fax: (305) 375-3988

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: Kiwanis Club of Little Havana

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

- Not-For-Profit or Tax Exempt
- For-Profit
- County Sponsored Event/Sponsoring Department
- Other (specify): \_\_\_\_\_
- Local Government or Public Entity

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.):  
ANITA NIETA - NIETA@CARNIVALMIAMI.COM - 305.644.8888  
1400 S.W. First Street 33135

4. Specify fee waiver or in-kind service requested (quantify, if applicable):  
Use of Portable Stage

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries):  
CARNIVAL MIAMI 5K RUN  
Sunday, February 20 @ 7:00 AM.  
Stage to be onsite late Saturday Afternoon  
Carnival Miami 5K Run benefits the Children's Cancer Center & other projects of the organization

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)):  
Virginia Key at Rickenbacker Causeway

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

- 8. Description of regional or local impact: The Carnival Miami 5K Run is the event that kicks off the Tax Week Festival which concludes with Calle Ocho, a festival known worldwide.
- 9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): Set-up: Saturday, February 19 - Afternoon
- 10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): Will send at a later date
- 11. Expected number of participants and estimated attendance (per day, if applicable): 1,000+
- 12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed):

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

[Signature]  
Signature of Authorized Representative

January 10, 2011  
Date

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MOVABLES, STAGES, BLENDERS  
AND SOUND PRODUCTION  
(305) 226-8315 Ext. 221/(305) 553-8511 (Fax)

Fax: 305-226-8710

**EQUIPMENT (S) CONFIRMATION FORM**

ORGANIZATION/AGENCY: Kiwanis Club of Little Havana

EQUIPMENT REQUESTED: Stage 24' x 40'

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Commissioner Sally Heyman,  
Commission District #4

OR INDEX CODE (MIAMI-DADE AGENCIES ONLY): N/A

BILLING ADDRESS/ZIP CODE: 1100 NE 163<sup>rd</sup> Street Suite #303 North Miami Beach, FL

NAME/TITLE OF THE EVENT: The Carnival Miami 8k Run

ADDRESS OF EVENT: Virginia Key *Historic Virginia Key*

TODAY'S DATE: 01/14/11 DATE (S) & TIME OF EVENT: 02/20/11 7AM - 12PM

SET-UP TIME & DAY: 1PM 02/19/11

TAKE-DOWN & DAY: 1PM 02/20/11

CONTACT PERSON/PHONE: Sylvia Vieta (305) 644-8888

AT SITE CONTACT/CELL PHONE#: *Jorge Berto - 786-299-6943*

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

*RICKENBACKER CAUSEWAY 3 miles to second traffic light - Turn Co*

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: \$650.00 In-kind District #4

\*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Signature: *Sylvia Vieta*  
Sylvia Vieta

Agency/Group: Kiwanis Club of Little Havana

**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

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## Detail by Entity Name

### Florida Non Profit Corporation

KIWANIS CLUB OF LITTLE HAVANA, INC.

### Filing Information

Document Number 737783  
FEI/EIN Number 510169294  
Date Filed 01/11/1977  
State FL  
Status ACTIVE

### Principal Address

1400 SW FIRST STREET  
MIAMI FL 33135

Changed 05/01/2007

### Mailing Address

1400 SW FIRST STREET  
MIAMI FL 33135

Changed 05/01/2007

### Registered Agent Name & Address

PATIN, LESLIE JR.  
1400 SW FIRST STREET  
MIAMI FL 33135 US

Address Changed: 05/01/2007

### Officer/Director Detail

#### **Name & Address**

Title P

JIMENEZ, ROSS  
10321 SW 119 STREET  
MIAMI FL 33176

Title S

THOMAS, FALCON E  
717 TIZIANO AVENUE  
CORAL GABLES FL 33143

Title AT

DIAZ, DANIEL D  
9301 SW 92 AVENUE, C302  
MIAMI FL 33176



# Memorandum



**Date:** June 7, 2011

**To:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**From:** Alina T. Hudak  
County Manager

A handwritten signature in black ink, appearing to read "Alina T. Hudak". The signature is written in a cursive, flowing style.

**Subject:** District Specific In-Kind 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 retroactive waiver for in-kind services has been requested by a not-for-profit organization, Kiwanis Club of Little Havana, Inc. for their "Carnival Miami 8K Run" event held on February 20, 2011.

In-kind services have been requested in an amount not to exceed \$650 from the Miami-Dade Park and Recreation Department for the use of a 24'X40' stage. This event will be funded from the unspent balance of the District 4 FY 2008-09 in-kind reserve fund.

In FY 2010-11, Kiwanis Club of Little Havana, Inc., received \$250 from District 4 office funds and \$1,375 from District 12 office funds.

Inkind01911