MEMORANDUM Agenda Item No. 11(A)(20)

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

DATE: September 1, 2011

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

SUBJECT: Resolution retroactively authorizing in-kind services for the June 18, 2011 "Heritage Festival" event

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Barbara J. Jordan.

R. A. Cuevas, Jr.
County Attorney

RAC/cp

MEMORANDUM

(Revised)

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

DATE: September 1, 2011

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

SUBJECT: Agenda Item No. 11(A)(20)

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)(20)
9-1-11

RESOLUTION NO. _____

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARK AND RECREATION DEPARTMENT FOR THE JUNE 18, 2011 "HERITAGE FESTIVAL" SPONSORED BY PARKWAY BAPTIST CHURCH, INC. A NOT-FOR-PROFIT ORGANIZATION, IN AN AMOUNT NOT TO EXCEED $2,500.00 TO BE FUNDED FROM THE UNSPENT BALANCE OF THE DISTRICT 1 FY 2008-09 IN-KIND RESERVE FUND

WHEREAS, Parkway Baptist Church, Inc. has requested in-kind services from the Miami-Dade Park and Recreation Department for the June 18, 2011 "Heritage Festival" in an amount not to exceed $2,500.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the "Heritage Festival" is a fundraiser to benefit several local community organizations; and

WHEREAS, Parkway Baptist Church, Inc. is a not-for-profit organization; and

WHEREAS, the "Heritage Festival" is a small 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 1 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 June 18, 2011 "Heritage Festival" in an amount not to exceed $2,500.00 to be funded from the unspent balance of the District 1 FY 2008-09 In-kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Commissioner Barbara J. Jordan. 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 1st day of September, 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. MR

Monica Rizo

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: BARBARA J. JORDAN - DISTRICT 1

1. Full legal name of the requesting organization: PARKWAY BAPTIST CHURCH INC

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.):
   REV. DONALD R. LAWRENCE
   18000 NW 18TH AVE, MIAMI GARDENS FL 33056
   305-621-8491 (O) 305-332-5832 (M) 305-621-2881 (FAX) pastorparkway@gmail.com WEBSITE: parkwaymiamigardens.org

4. Specify fee waiver or in-kind service requested (quantity, if applicable):
   SHOW MOBILE

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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):

PARKWAY BAPTIST CHURCH HERITAGE FESTIVAL
JUNE 18, 2011
EDUCATIONAL, CULTURAL, INSPIRATIONAL AND ENTERTAINMENT
EVENT HIGHLIGHTING CULTURE, HISTORY AND TALENTS OF
PERSONS ASSOCIATED WITH PARKWAY BAPTIST CHURCH AS WELL AS
THE WIDER COMMUNITY
PROCEEDS BENEFIT THE FOLLOWING 50% - YOUTH SUMMER PROGRAMS
25% SOUTH AFRICA - MEDICAL, SPIRITUAL EDUCATIONAL
25% JAMAICA - MEDICAL, SPIRITUAL EDUCATIONAL

6. Please select ALL that apply to event:

- [x] Economic Development: Event supports vitality or growth of the local economy
- [x] Youth/Education: Event benefits youth of any age and/or offers educational benefits
- [x] Health and Social Services: Event supports health-related causes and/or social programs or institutions that improve quality of life within the community
- [x] Arts and Culture: Event supports music, theatre, literature, art or culture
- [x] Environmental: Event benefits environmental concerns or promotes conservation
- [x] Sports and Athletics: Event supports/promotes organized sports or recreational participation

7. Physical address of event venues (please specify Commission District(s)): MIAMI-DADE DISTRICT 1
COMMISSIONER BARBARA J. JORDAN
18000 NW 18TH AVE, MIAMI GARDENS FL 33056

8. Description of regional or local impact: Cultural awareness and understanding of factors informing values and outlook of diverse members of the community. Exposure of services, products and talents associated with and available within the community.

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

9:00 AM to 12:00 NOON Set up of Displays, Stage, Sound System etc.
1:00 PM to 5:00 PM - Children performances - viewing of displays
5:00 PM to 7:00 PM - Meal served - viewing of displays
7:30 PM to 10:00 PM - Variety Concert with greetings from Civic Leaders
10:00 PM to 11:30 PM - Breakdown of displays and stage and packing away of equipment.

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): Event will utilize the full facilities of the Parkway Baptist Church and Wee Care School. The performances will take place on the large lawn in front of the buildings. There are two exits and one main entrance and the property is a corner lot and is approximately 4 acres

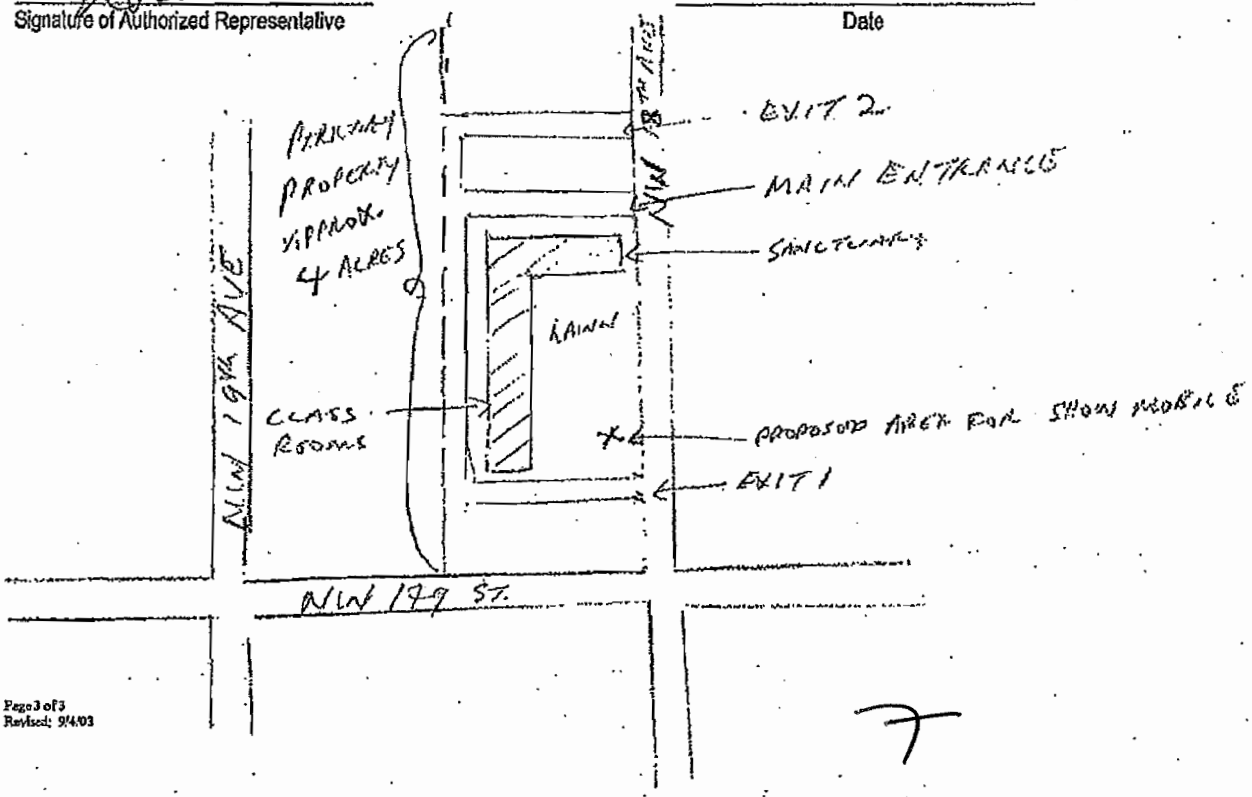
11. Expected number of participants and estimated attendance (per day, if applicable): Participants 100 Attendance 400 to 500

12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): PLEASE SEE ATTACHED SHEET

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

Signature of Authorized Representative

Date



Parkway Baptist Church Heritage Festival 2011

Proposed Income and Expenditure

INCOME

Sponsors	500.00
Donations	950.00
Ticket Sales	6,500.00
Misc. Sales	700.00
TOTAL	8,650.00

EXPENDITURE

Food and Associated Supplies	2,100.00
Tables and Chairs	500.00
Guest Performers	900.00
Publicity and Tickets	500.00
TOTAL	4,000.00

Formula for distributions of profit

50% - Local Missions particularly Youth Summer Programs associated with the Church

25% - South Africa – Mandalay Baptist Church and Community

25% - Jamaica Missions – This year Good Hope Baptist Church and Community

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MIAMI-DADE PARKS

SHOWMOBILES, STAGES, BLEACHERS, AND SOUND PRODUCTION

(305) 226-8315 Ext. 221/(305) 553-8511 (Fax)

EQUIPMENT (S) CONFIRMATION FORM

ORGANIZATION/AGENCY: Parkway Baptist Church

EQUIPMENT REQUESTED: Showmobile Large

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Commissioner Barbara Jordan, Commission District #1

OR INDEX CODE (MIAMI-DADE AGENCIES ONLY):

BILLING ADDRESS/ZIP CODE: 2760 NW 167 Street Miami Gardens, FL 33056

NAME/TITLE OF THE EVENT: Parkway Baptist Church Heritage Festival

ADDRESS OF EVENT: 18000 NW 18 Ave Miami, FL

TODAY'S DATE: 05/11/11

DATE (S) & TIME OF EVENT: 06/18/11 1PM – 10PM

SET-UP TIME & DAY: 9AM 06/18/11

TAKE-DOWN & DAY: 10:30PM 06/18/11

CONTACT PERSON/PHONE: Rev. Donald Lawrence (305) 332-3832

AT SITE CONTACT/CELL PHONE#:

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:** $2,500.00 In-kind District #1

*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Signature:

Larry Gardener

Agency/Group: Commission District #1

CANCELLATIONS MUST BE MADE 72 HOURS IN ADVANCE OF THE EVENT BY FAX OR EMAIL OTHERWISE EXPECT TO BE CHARGED ½ (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

PARKWAY BAPTIST CHURCH INC

Filing Information

Document Number	700540
FEI/EIN Number	596045351
Date Filed	02/29/1960
State	FL
Status	ACTIVE

Principal Address

18000 NW 18TH AVE
MIAMI GARDENS FL 33056 US

Changed 02/11/2009

Mailing Address

18000 NW 18TH AVE
MIAMI GARDENS FL 33056 US

Changed 02/11/2009

Registered Agent Name & Address

SEWELL, NEWTON
1030 SW 100 TERR
PEMBROOKE PINES FL 33025

Name Changed: 03/26/2007

Address Changed: 03/26/2007

Officer/Director Detail

Name & Address

Title CT

SEWELL, NEWTON
1030 SW 100 TERR
PEMBROOKE PINES FL 33025

Title VT

FRANCIS, RUDOLPH
3900 SW 52ND AVE, GLENWOOD CT
HOLLYWOOD FL 33023

Title ST

SCOTT, ALLAN
20081 NW 13TH COURT

Memorandum

MIAMI-DADE COUNTY

Date: September 1, 2011

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

From: Alina T. Hudak
County Manager

Subject: District Specific In-Kind Request Recommendation

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, Parkway Baptist Church, Inc. for their "Heritage Festival" event held on June 18, 2011.

In-kind services have been 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 1 FY 2008-09 in-kind reserve fund.

In FY 2010-11, Parkway Baptist Church, Inc., received no funding for this event.

Inkind02511

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