

MEMORANDUM

Agenda Item No. 3(A)(5)

TO: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

DATE: January 22, 2014

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

SUBJECT: Resolution retroactively
authorizing in-kind services for
the November 23, 2013 "School
Carnival"

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/smm



MEMORANDUM

(Revised)

TO: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

DATE: January 22, 2014

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

SUBJECT: Agenda Item No. 3(A)(5)

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 Mayor'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

Agenda Item No. 3(A)(5)

Veto _____

1-22-14

Override _____

RESOLUTION NO. _____

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE NOVEMBER 23, 2013 "SCHOOL CARNIVAL" SPONSORED BY RUTH K. BROAD BAY HARBOR PTA IN AN AMOUNT NOT TO EXCEED \$790.00 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 4 FY 2013-14 IN-KIND RESERVE FUND

WHEREAS, Ruth K. Broad Bay Harbor PTA has requested in-kind services from the Parks, Recreation and Open Spaces Department for the November 23, 2013 "School Carnival" event in an amount not to exceed \$790.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the "School Carnival" is an annual school fundraiser to benefit students; and

WHEREAS, the "School Carnival" is a special event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and \$790.00 of the in-kind services shall be funded from the balance of the District 4 FY 2013-14 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 Parks, Recreation and Open Spaces Department for the November 23, 2013 "School Carnival" event sponsored by Ruth K. Broad Bay Harbor PTA in an amount not to exceed \$790.00 to be funded from the balance of District 4 FY 2013-14 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:

Rebeca Sosa, Chairwoman
Lynda Bell, Vice Chair

Bruno A. Barreiro
Jose "Pepe" Diaz
Sally A. Heyman
Jean Monestime
Sen. Javier D. Souto
Juan C. Zapata

Esteban L. Bovo, Jr.
Audrey M. Edmonson
Barbara J. Jordan
Dennis C. Moss
Xavier L. Suarez

The Chairperson thereupon declared the resolution duly passed and adopted this 22nd day of January, 2014. 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
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 Hogman

1. Full legal name of the requesting organization: Ruth K. Broad Bay Harbor K-8 center PTA

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.):

Julia Magnani (305) 610-1876
1155 93rd Street
Bay Harbor, Islands Florida 33154

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

Full waiver please.

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries):
School Carnival - November 23, 2013, fundraiser
for school

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)):
1155 93rd Street
Bay Harbor, Florida 33154

8. Description of regional or local impact:
Fundraiser for public school.

9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable):
Setup - November 22, 2013 after 4pm
Event - November 23, 2013, 11-3
breakdown - November 23, 2013, after 3:30

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): Same location as previous years, in front of field playground, but on the field (not on the track)

11. Expected number of participants and estimated attendance (per day, if applicable): 500 - 1000

12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): We hope to bring in a total profit of \$10,000 (minimum) for the school with approximately \$10,000 - \$11,000 going towards rides, vendors, etc.

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


Signature of Authorized Representative

10-1-03
Date



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

EQUIPMENT (S) CONFIRMATION FORM

ORGANIZATION/AGENCY: Ruth K. Broad Bay Harbor K-8 Center (PTA)

EQUIPMENT REQUESTED: Large 24 x 40 stage

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Sally Heyman

OR INDEX CODE (MIAMI-DADE AGENCIES ONLY): _____

BILLING ADDRESS/ZIP CODE: _____

NAME/TITLE OF THE EVENT: Le Cirque du Ruth K.

ADDRESS OF EVENT: 1155 93rd Street, Bay Harbor Islands Fl. 33154

TODAY'S DATE: 10-1-13 DATE (S) & TIME OF EVENT: November 23, 2013

SET-UP TIME & DAY: November 22, 2013 (4pm)

TAKE-DOWN TIME & DAY: Nov. 23 after 3:30 PM

CONTACT PERSON/PHONE: Julia Magnani 305-610-1876 / Nadine 305 776 5200

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 (18) fifteen working days before the event.

*Fee: \$ 750.00 Signature: Julia Magnani
*(SEE FEE SCHEDULE FOR EXACT CHARGES) Agency/Group: PTA

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

Memorandum



Date: January 22, 2014

To: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor

A handwritten signature in black ink, appearing to read "Carlos A. Gimenez". The signature is written in a cursive style with a large, sweeping flourish at the end.

Subject: District Specific In-Kind Request

A retroactive waiver for in-kind services has been requested by Ruth K. Broad Bay Harbor PTA, for their "School Carnival" event held on November 23rd, 2013.

In-kind services have been requested in an amount not to exceed \$790.00 from the Parks, Recreation and Open Spaces Department for the use of a 24 x 40 stage. This event will be funded from the balance of District 4 FY 2013-14 In-Kind Reserve Fund.

A handwritten signature in black ink, appearing to read "Edward Marquez". The signature is written in a cursive style with a large, sweeping flourish at the end.

Edward Marquez
Deputy Mayor

InkInd01407