

# MEMORANDUM

Agenda Item No. 3(A)(6)

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

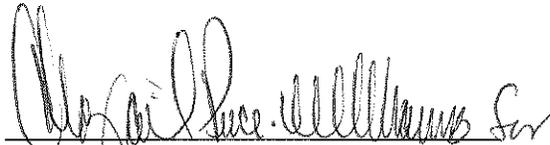
**DATE:** January 22, 2014

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

**SUBJECT:** Resolution retroactively  
authorizing in-kind services for  
the October 26, 2013 "North Bay  
Village Halloween" 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.

  
\_\_\_\_\_  
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)(6)

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)(6)

Veto \_\_\_\_\_

1-22-14

Override \_\_\_\_\_

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

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE OCTOBER 26, 2013 "NORTH BAY VILLAGE HALLOWEEN" EVENT SPONSORED BY NORTH BAY VILLAGE IN AN AMOUNT NOT TO EXCEED \$650.00 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 4 FY 2013-14 IN-KIND RESERVE FUND

**WHEREAS**, North Bay Village has requested in-kind services from the Parks, Recreation and Open Spaces Department for the October 26, 2013 "North Bay Village Halloween" event in an amount not to exceed \$650.00 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS**, the "North Bay Village Halloween" event brings together residents of the local community in a safe environment to enjoy Halloween; and

**WHEREAS**, the "North Bay Village Halloween" event is a district event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and \$650.00 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 October 26, 2013 "North Bay Village Halloween" event sponsored by North Bay Village, in an amount not to exceed \$650.00 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 22<sup>nd</sup> 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 Commissioner Sally Heyman

1. Full legal name of the requesting organization: North Bay Village

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.): adeleon@nbvillage.com  
Ana Deleon (O) 305 756-7171 (C) 786 390-3386 (F) 305 756-7103  
1666 Kennedy Causeway Suite 300  
North Bay Village, FL 33141

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

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries):  
Halloween Event October 26, 2013  
North Bay Village is hosting it's annual Halloween  
Event for our residents in our local community  
PARK.

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)):  
Commission District 4 SALLY A. HEYMAN  
Event 7920 West Drive Dr. Paul Vogel Community Park.  
North Bay Village, FL. 33141

8. Description of regional or local impact:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

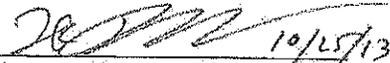
9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.

  
Signature of Authorized Representative

10-24-2013  
Date



**SHOWMOBILES, STAGES, BLEACHERS,  
AND SOUND PRODUCTION**  
(305) 226-8315 Ext. 221/(305) 553-8511 (Fax)

**EQUIPMENT (S) CONFIRMATION FORM**

**ORGANIZATION/AGENCY:** North Bay Village

**EQUIPMENT REQUESTED:** Stage 16' x 16'

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

**OR INDEX CODE (MIAMI-DADE AGENCIES ONLY):** CCCENT010496

**BILLING ADDRESS/ZIP CODE:** 1100 NE 163 Street Suite 303 NMB, FL 33162

**NAME/TITLE OF THE EVENT:** North Bay Village Halloween Event

**ADDRESS OF EVENT:** 7920 West Drive (Dr. Paul Vogel Park)

**TODAY'S DATE:** 10/11/13      **DATE (S) & TIME OF EVENT:** 10/26/13 6:30PM - 9:30PM

**SET-UP TIME & DAY:** 12PM 10/26/13

**TAKE-DOWN & DAY:** 8AM 10/27/13

**CONTACT PERSON/PHONE:** Ana Deleon /Jenice Rosado

**AT SITE CONTACT/CELL PHONE#:** 786-390-3386 305-962-6319

**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: \$650.00 In-kind District #4

\*(SEE FEE SCHEDULE FOR EXACT CHARGES)

**Signature:** [Signature]

**Agency/Group:** NORTH BAY VILLAGE  
1666 KENNEDY CAUSEWAY, #300

**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", written over a horizontal line.

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

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A retroactive waiver for in-kind services has been requested by North Bay Village, for their "North Bay Village Halloween" event held on October 26<sup>th</sup>, 2013.

In-kind services have been requested in an amount not to exceed \$650.00 from the Parks, Recreation and Open Spaces Department for the use of a 16 x 16 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", written over a horizontal line.

Edward Marquez  
Deputy Mayor

Inkind01406