

MEMORANDUM

Agenda Item No. 3(A)(1)

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

DATE: October 21, 2014

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

SUBJECT: Resolution retroactively
authorizing in-kind services for
the March 8, 2014 "University
City Festival"

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Jose "Pepe" Diaz.



R. A. Cuevas, Jr.
County Attorney

RAC/smm



MEMORANDUM

(Revised)

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

DATE: October 21, 2014

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

SUBJECT: Agenda Item No. 3(A)(1)

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
Veto _____
Override _____

Agenda Item No. 3(A)(1)

10-21-14

RESOLUTION NO. _____

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE MARCH 8, 2014 "UNIVERSITY CITY FESTIVAL" SPONSORED BY THE CITY OF SWEETWATER IN AN AMOUNT NOT TO EXCEED \$1,215.00 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 12 FY 2013-14 IN-KIND RESERVE FUND

WHEREAS, the City of Sweetwater has requested in-kind services from the Parks, Recreation and Open Spaces Department for the March 8, 2014 "University City Festival" in an amount not to exceed \$1,215.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the purpose of the "University City Festival" is to bring the community together and celebrate the City of Sweetwater's and Florida International University's vision of creating a University City in Sweetwater; and

WHEREAS, the "University City Festival" is a special event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and \$1,215.00 of the in-kind services shall be funded from the balance of the District 12 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 March 8, 2014 "University City Festival" sponsored by the City of Sweetwater in an amount not to exceed \$1,215.00 to be funded from the balance of District 12 FY 2013-14 In-Kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Commissioner Jose "Pepe" Diaz. 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 21st day of October, 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

\$1,215.00

slight towers

24 x 50

stage

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 Comm. Jose "Pepe" Diaz

1. Full legal name of the requesting organization: City of Sweetwater

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.): Javier Navas
500 SW 109th Ave Sweetwater, FL 33174
(305) 221-0411 jnavas@cityofsweetwater.fl.gov

4. Specify fee waiver or in-kind service requested (quantify, if applicable): 5 light towers 1/2 event
stage

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries): _____

University City Festival March 8th 2014. The purpose
of this event is to celebrate the University City
Vision in Sweetwater becoming a reality. This
event ~~will~~ included food trucks, live music, farmers
market and various activities.

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 12,
SW 109th Ave from SW 7th Terr. - SW 4th St.

8. Description of regional or local impact: This event is the first of its kind
in the city and is a partnership between
FIU, 109 Tower, and the City of Sweetwater

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

MIAMI-DADE COUNTY
FEE WAIVER/IN-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): Attached

11. Expected number of participants and estimated attendance (per day, if applicable): approximately 2,000 people

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

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


Signature of Authorized Representative

6/6/2014
Date

University City Festival

PROJECT TASKS		Projected COST (\$)	TOTAL PER TASK
Entertainment	Rezolution	x \$350.00	\$350.00
	DJ MillionYoung	x \$350.00	\$350.00
	Skandals	\$100.00	\$100.00
	DJ Battle	x \$100.00	\$100.00
	Top Secret	\$600.00	\$600.00
	Latin Band	x \$300.00	\$300.00
	Sound and Audio	\$600.00	\$600.00
	Roary/Spirit Team (Dazzlers & Cheerleaders)	\$0.00	\$0.00
Subtotal		\$2,400.00	\$2,400.00

Logistics	Police & Security (7 Off-duty Officers)	\$3,600.00	\$3,600.00
	Port-a-Potties (6)	\$0.00	\$0.00
	Tent (Estimated)	x \$840.00	\$840.00
	Showmobile Stage Rental (Paid by County)	\$0.00	\$0.00
	Subtotal	\$4,440.00	\$4,440.00



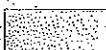

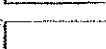


Activities	-	\$0.00	\$0.00
	-	\$0.00	\$0.00
	Subtotal	\$0.00	\$0.00

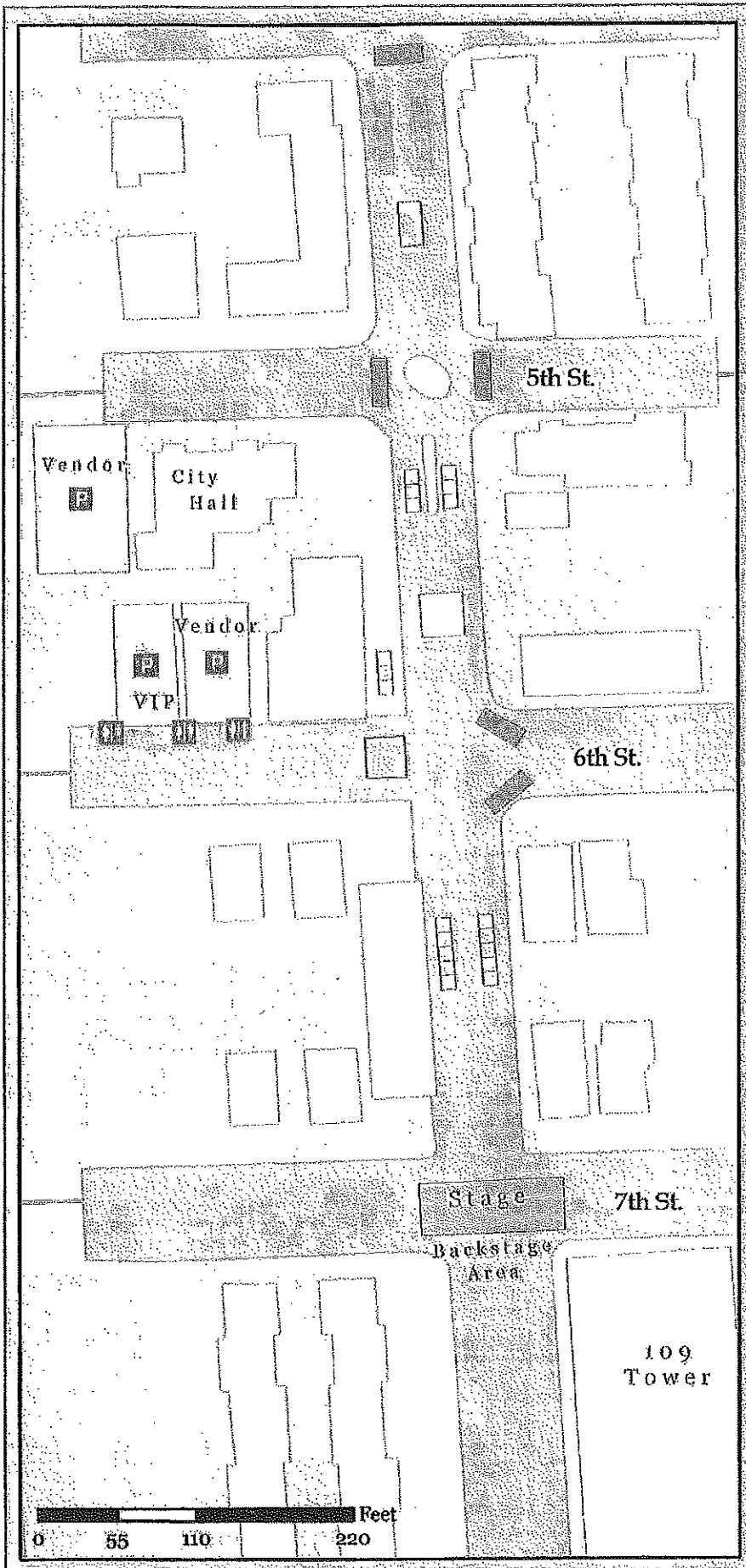
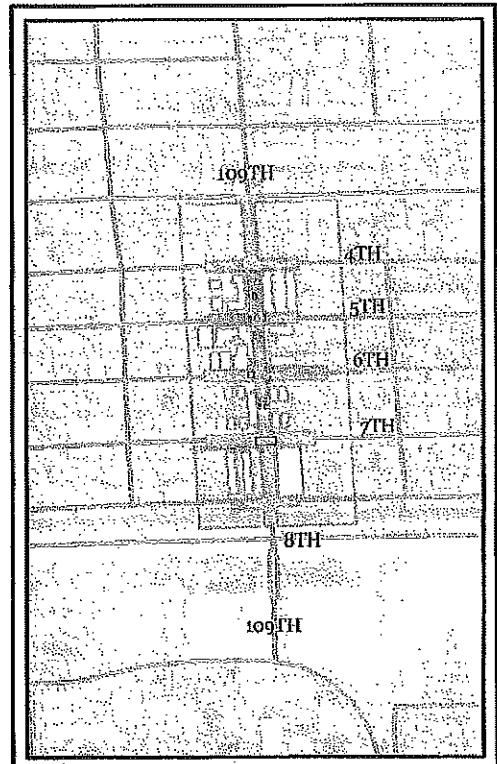
Advertisement	Publication (Paid by FIU)	\$0.00	\$0.00
	Flyers	\$310.00	\$310.00
	Subtotal	\$310.00	\$310.00

OTHER COST	Fire Rescue	\$1,633.54	\$1,633.54
	Donations	-\$6,550.00	-\$6,550.00
	Maps	\$100.00	\$100.00
	Food Trucks (\$500 back to the budget)	-\$400.00	-\$400.00
	Subtotal	-\$5,216.46	-\$5,216.46

Subtotals	\$1,933.54	\$1,933.54
Total (Scheduled)	\$1,933.54	\$1,933.54

**University City
District Festival
March 8th, 2014
2:00 pm to
10:00 pm**

-  Stage
-  Food Trucks
-  Farmer's Market
-  Vendor Tents
-  Eating Area
-  Toilets
-  Parking



0 55 110 220 Feet



University City Festival March 8th 2014

12:00		
12:30	Set-Up	
1:00		
1:30		
2:00	Jefferey	
2:15		
2:30	Jesus Manuel y Su Orquesta	
2:45	Expression	
3:00		
3:15		
3:30	Skandals	VIP Reception
3:45		
4:00		
4:15	Presentation - Elected Officials	
4:30	Top Secret (Rock)	
4:45		
5:00		
5:15		
5:30	DJ Battle	
5:45		
6:00		
6:15		
6:30	Rezolution	
6:45		
7:00		
7:15		
7:30		
7:45		
8:00		
8:15		
8:30		
8:45		
9:00	MillionYoung	
9:15		
9:30		
9:45		
10:00	Pack-Up	
11:00		



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

EQUIPMENT (S) CONFIRMATION FORM

ORGANIZATION/AGENCY: City of Sweetwater - University City Festival

EQUIPMENT REQUESTED: 5 light towers and large stage.

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Commissioner Jose "Pepe" Diaz.

OR INDEX CODE (MIAMI-DADE AGENCIES ONLY): ccccent011295.

BILLING ADDRESS/ZIP CODE: 8345 N.W. 12 Street.

NAME/TITLE OF THE EVENT: University City Festival.

ADDRESS OF EVENT: 109th Ave between S.W. 4th street and S.W. 7th street.

TODAY'S DATE: Feb. 21, 2014 DATE (S) & TIME OF EVENT: March 8th / 2PM-10PM.

SET-UP TIME & DAY: March 8th / 12PM

TAKE-DOWN & DAY: March 8th / 11PM.

CONTACT PERSON/PHONE: Javier Navas 305-842-4609.

AT SITE CONTACT/CELL PHONE#: same as above.

SPECIAL INSTRUCTIONS: Direction item(s) are to be placed, maps, diagrams, etc.
stage will be on S.W. 7th street.

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: \$1,215.00

*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Signature: [Signature]

Agency/Group: Commissioner Diaz office
District 12.

**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

Memorandum



Date: October 21, 2014

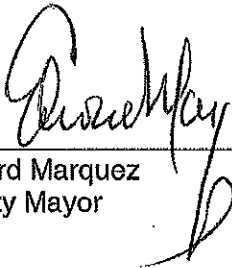
To: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor 

Subject: District Specific In-Kind Request

A retroactive waiver for in-kind services has been requested by the City of Sweetwater, for their "University City Festival" held on March 8, 2014.

In-kind services have been requested in an amount not to exceed \$1,215 from the Parks, Recreation and Open Spaces Department for the use of five light towers and a large stage. This event will be funded from the balance of District 12 FY 2013-14 In-Kind Reserve Fund.



Edward Marquez
Deputy Mayor

InkInd01459