

# Memorandum



**Date:** April 21, 2015

**To:** Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners

Agenda Item No. 3(B)(3)

**From:** Carlos A. Gimenez  
Mayor

**Subject:** Resolution Ratifying the Submission of a Grant Application to the Miami Foundation and Authorizing the Acceptance and Expenditure of Grant Funds by the Miami-Dade Public Library System

## Recommendation

It is recommended the Board of County Commissioners (Board) approve the attached Resolution: (1) ratifying the submission and acceptance of a grant application to the Miami Foundation and authorizing the acceptance of funds in the amount of \$2,000.00 to be used by the Miami-Dade Public Library System (MDPLS) to develop a community space outside the Arcola Lakes Branch Library for public programs; and (2) authorizing the Mayor or the Mayor's designee to execute agreements necessary to receive the funds, after approval by the County Attorney's Office, and to expend the funds for the purposes of this grant project; (3) authorizing the Mayor or the Mayor's designee to apply for, receive, and expend additional funds should such funds become available under this program pursuant to the current grant cycle; and (4) waiving the requirements of Resolution No. R-130-06 requiring contracts and agreements to be executed before submission to the Board, finding it to be in the best interest of the County to do so.

## Scope

The scope of this grant will be countywide as residents throughout the County will be able to attend and participate in the special outdoor programs at the Arcola Lakes Branch Library which is located in District 2, represented by Commissioner Jean Monestime.

## Fiscal Impact/Funding Source

This grant will provide \$2,000.00 to develop an outdoor community space at the Arcola Lakes Branch Library. While the grant does not require any matching local or in-kind funds, the MDPLS will use staff time and other existing resources and equipment to facilitate the programs.

## Track Record/Monitor

The grant will be implemented and monitored by Julio Castro, Capital Development Administrator for the MDPLS.

## Background

Retroactive ratification of this application is necessary because the proposal timeline did not facilitate timely processing for Board approval. The MDPLS plans to develop an outdoor space at the Arcola Lakes Branch Library that is family friendly and encourages self-exploration/expression, lifelong learning, community engagement, public discourse, and

Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners  
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cultural enrichment. This project will provide the Arcola Lakes community and the MDPLS with a special venue for outdoor programs. This space will expand the MDPLS's capability to present outdoor programs such as movie nights, outdoor concerts, live performances, and storytelling.

**Waiver of R-130-06**

This item authorizes waiving the requirements of Resolution No. R-130-06 requiring contracts and agreements to be executed before submission to the Board. The contracts as part of this grant agreement have not been finalized and the result of this grant funding will provide an outdoor venue at the Arcola Lakes Library that will be in the best interest of the County to do so.

  
Michael Spring, Senior Advisor  
Office of the Mayor



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners

**DATE:** April 21, 2015

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

**SUBJECT:** Agenda Item No. 3(B)(3)

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(B)(3)  
4-21-15

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

RESOLUTION RATIFYING THE SUBMISSION TO AND THE ACCEPTANCE OF A GRANT FROM THE MIAMI FOUNDATION AND AUTHORIZING EXPENDITURE OF GRANT FUNDS IN THE AMOUNT OF \$2,000.00 TO BE USED BY THE MIAMI-DADE PUBLIC LIBRARY SYSTEM TO DEVELOP A COMMUNITY SPACE OUTSIDE THE ARCOLA LAKES BRANCH LIBRARY FOR PUBLIC PROGRAMS SUCH AS LIVE THEATER, MOVIES AND CONCERTS; AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO EXECUTE THE AGREEMENT, ANY AMENDMENTS, AND ANY APPLICATION FOR ADDITIONAL GRANT FUNDS, AFTER APPROVAL BY THE COUNTY ATTORNEY'S OFFICE; AND WAIVING THE REQUIREMENTS OF R-130-06, FINDING IT IN THE BEST INTEREST OF THE COUNTY TO DO SO

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board:

**Section 1.** Ratifies the submission of the attached grant application to the Miami Foundation in the amount of \$2,000.00 in the form attached hereto.

**Section 2.** Authorizes the Miami-Dade Public Library System ("Department") to accept the grant funds in the amount of \$2,000.00 to develop a community space outside the Arcola Lakes Branch Library for public programs such as live theater, movies and concerts.

**Section 3.** Authorizes the County Mayor or the County Mayor's designee to execute agreements necessary to receive the funds, after approval by the County Attorney's Office, and to expend funds for the purposes set forth herein.

**Section 4.** Authorizes the County Mayor or the County Mayor's designee to apply for, receive and expend additional funds should such funds become available under this program pursuant to the current grant cycle.

**Section 5.** Waives the requirements of Resolution No. R-130-06 requiring contracts and agreements to be executed before submission to the Board, finding it to be in the best interest of the County to do so.

The foregoing resolution 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:

Jean Monestime, Chairman	
Esteban L. Bovo, Jr., Vice Chairman	
Bruno A. Barreiro	Daniella Levine Cava
Jose "Pepe" Diaz	Audrey M. Edmonson
Sally A. Heyman	Barbara J. Jordan
Dennis C. Moss	Rebeca Sosa
Sen. Javier D. Souto	Xavier L. Suarez
Juan C. Zapata	

The Chairperson thereupon declared the resolution duly passed and adopted this 21<sup>st</sup> day of April, 2015. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the 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.



Richard Seavey





**Grant Award Agreement**  
**2014 Our Miami Grants Program**

**Grantee:** Miami-Dade Public Library System

**Amount:** \$2,000

**Grant Period:** 07/1/2014-6/30/2015

**Grant Description:** To develop community space outside the library for public programs such as live theater, movies and concerts.

**Grant Terms and Conditions**

The Foundation is pleased to enter into this grant agreement based on the following terms and conditions. Please return both pages of this agreement to the Foundation. Keep a copy for your records.

- 1) To use the grant only for the purpose specified in the approved proposal and in accordance with the approved budget; to use equipment purchased with the grant only for purposes the grant was made;
- 2) If changes to the program scope or intent or the budget are needed, request advance written approval;
- 3) To maintain financial records consistent with generally accepted accounting principles; have them audited annually as appropriate; and provide a financial accounting for how the grant was used;
- 4) Report on the grant as per the schedule in this agreement and following the Foundation's reporting guidelines; and be prepared to provide additional information and documentation if requested;
- 5) Report any part of the grant not expended; and, if requested, return grant dollars to the Foundation;
- 6) To prominently acknowledge that support has been provided by The Miami Foundation in any and all publications, communications and materials produced by the recipient in connection with or regarding this project. Refer to your project as an "Our Miami Public Space Challenge project" and use the Public Space Challenge logo. In press releases, please use the statement, "Made possible by the Our Miami Public Space Challenge, a project of The Miami Foundation." For any questions or additional materials, please contact Matthew Beatty, Director of Communications at [mbeatty@miamifoundation.org](mailto:mbeatty@miamifoundation.org).
- 7) Payments will be released based on the stated schedule and receipt and review of Required Documentation. Recipients must demonstrate compliance with this agreement and sufficient performance on supported activities. Failure to comply with this agreement or inadequate performance could result in payments being withheld or withdrawn and make the agency ineligible for future grants.

Return both pages of Agreement and Required Attachments: (Include any items marked)

- Final Project Budget Form reflecting actual grant amount
- Other Items: \_\_\_\_\_
- None



## Finalist Proposal Form: Goals, Outcomes & Tasks

Please answer the proposal questions below expanding on your project idea.

1. Describe the public space issue (s) you seek to address? (1,000 characters)

The Miami-Dade Public Library System plans to develop an outdoor space at the Arcola Lakes library that is family friendly and encourages self-exploration/expression, lifelong learning, community engagement, public discourse and cultural enrichment. The landscaped areas surrounding the facility were designed to provide much needed green space to the Arcola Lakes community. The space directly to the West of this well attended library facility is not presently used. The Library System would like to take advantage of this large open lawn space and use it as an outdoor space for evening/night programs such as storytelling, theater, lectures, movies, concerts, open mics, etc. The central portion of the building's West façade would need to be specially painted to act as projection screen and projection equipment would need to be procured. The Library System already owns a portable stage that can be set up on an as-needed basis in order to accommodate live performances in that space. The West lawn is readily accessible from the North and South parking areas and has a concrete walkway and landing that would also allow wheelchair access for patrons with disabilities to the various programs and performances.

2. **Goal:** Please provide a concise statement of what your project intends to accomplish. (250 characters)

The goal of this project is to provide the Arcola Lakes community a special venue for outdoor programs that encourage a community dialog and engagement. This space will additionally expand the capability to present special programs such as movie nights,

outdoor concerts, open mike events, live performances and storytelling. The moneys received from this grant will be used to procure the special paint required for the creation of the projection wall, the installation of the electrical and data connections and the purchase of the projection and sound equipment. The Miami-Dade Public Library System will provide related in-kind services and programmatic expertise to bring about the full implementation and success of this program.

3. What specific outcomes do you hope to achieve? (Feel free to use bullet points) (I.E. How will this public space be different when you are done? How will your idea impact the community?) (1,000 characters)

A space that is currently not being used will now be:

- a. A vibrant community space that encourages social engagement and dialog
- b. An outdoor theater/performance space at the Arcola Lakes Branch Library
- c. A forum by which to raise cultural, digital and literacy awareness through programming
- d. *A way to create more buzz about library resources.*

4. How will you know if your project is successful? What will you measure?(Feel free to use bullet points) (1,000 characters)

- a. Library Staff will collect attendance at all events
- b. Library Staff will administer and compile written satisfaction survey forms
- c. Community requests for the use this space will also serve as an indicator of success

d. Increased use of library resources i.e laptops computers; downloadable books;  
check out statistics. ?

Agency: Miami-Dade Public Libraries

Payment Schedule and Reporting Requirements

Payments	Amount	Required Documentation	Due Date*
Payment #1	\$2,000	Signed grant agreement	6/23/2014
N/A		Final Report	7/31/15

(\*If a date falls on a weekend or holiday, documents are due on the next business day)

Primary Grant Contact:

Provide the information below for the primary contact person for this grant. This is the person to whom all correspondence will be directed.

Name: Julio Castro

Title: Library Capital Development Coordinator

Mailing Address: 101 West Flagler Street

City, State, Zip: Miami, FL 33130

Phone: 305-375-4540 Email: julioc@miamidade.gov

Website: www.miamidade.gov

Signature of Chief Executive Officer or Representative authorized to enter grant agreements

I agree to and accept the terms of this grant award by The Miami Foundation. I understand that grant awards are typically made through competitive cycles each year. Unless program guidelines state otherwise, recipients should view the Foundation's grants as one-time awards to help advance their work during the grant period and should not be counted on as a recurring source of support. I understand that recipients are strongly encouraged to use this opportunity to secure and leverage other financial support for on-going activities.

Name: Raymond Santiago Title: Director

Signature: [Handwritten Signature] Date: 1/22/14

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