MEMORANDUM

Agenda Item No. 3(A)(4)

TO:	Honorable Chairman Jean Monestime and Members, Board of County Commissioners	**DATE:**	December 15, 2015
FROM:	Abigail Price-Williams County Attorney	**SUBJECT:**	Resolution retroactively authorizing in-kind services for the September 19, 2015 "2015 Hispanic Heritage Festival"

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

Abigail Price-Williams
County Attorney

APW/smm

MEMORANDUM

(Revised)

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

DATE: December 15, 2015

FROM: Abigail Price-Williams County Attorney

SUBJECT: Agenda Item No. 3(A)(4)

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**

_____ **Statement of social equity 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)(4)
12-15-15

RESOLUTION NO. _____

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE SEPTEMBER 19, 2015 "2015 HISPANIC HERITAGE FESTIVAL" SPONSORED BY THE HISPANIC COALITION, CORP. IN AN AMOUNT NOT TO EXCEED $5,123.00 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 1 FY 2015-16 IN-KIND RESERVE FUND

WHEREAS, the Hispanic Coalition, Corp. has requested in-kind services from the Parks, Recreation and Open Spaces Department for the September 19, 2015 "2015 Hispanic Heritage Festival" in an amount not to exceed $5,123.00; and

WHEREAS, the "2015 Hispanic Heritage Festival" commemorates Hispanic Heritage Month and showcases, among other things, Hispanic music, dance, art, sports and food while also providing social services; and

WHEREAS, the "2015 Hispanic Heritage Festival" is a district event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and $5,123.00 of the in-kind services shall be funded from the balance of the District 1 FY 2015-16 In-Kind Reserve funds,

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 September 19, 2015 "2015 Hispanic Heritage Festival" sponsored by the Hispanic Coalition, Corp. in an amount not to exceed $5,123.00 to be funded from the balance of the District 1 FY 2015-16 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:

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 15th day of December, 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. GKS

Gerald K. Sanchez

MIAMI-DADE COUNTY
FEE WAIVER/IN-KIND SERVICES APPLICATION

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

1. Full legal name of the requesting organization: Hispanic Coalition

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.):
   Marlene Arribas
   5659 West Flagler Street
   305-262-0060

4. Specify fee waiver or in-kind service requested (quantify, if applicable): Large Shaumobile, Medium Sound System, Power Distribution Panel, Generator (65KW), Mobi Mat (11 rolls) Technician, Country village Park facility rental.

5. Name, date of event, description, and purpose of the event (If event is a fund-raiser, define the beneficiaries): District 1 Hispanic Heritage Festival. Saturday, September 19, 1-5pm, at Country Village Park - 6550 NW 188 Terrace. Free Community event commemorating Hispanic Heritage, Educating the Community in Music, Folkdance, Art, Sports, and food, while also providing Social services and safety resources.

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)): District 1, Country Village Park - 6550 NW 188 Terrace.

8. Description of regional or local impact: District 1, local area impact.

9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): Set up 8-11 Am. Event starts at 1pm. Event culminates at 5pm. Break-down is from 5-6pm. Event: Welcoming at 1pm, Sponsor recognition at 2pm, music and dance presentations 2:15-4:45pm.

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): Park is located on the corner of 6 Ave and 186 Street. Entrance is on 188 Terrace. Utilizing field on Right, as well as, the main facility and restrooms.

11. Expected number of participants and estimated attendance (per day, if applicable): 200

12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): Budget $9,000 - Advertising: Flyers, Ads, robocalls, Rented equipment: Kid's zone activities. Artist fees, event DJ, host fees (mc) and Permitting Fees.

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

Signature of Authorized Representative

10/20/2015
Date

MIAMI-DADE PARKS

SHOWMOBILES, STAGES, BLEACHERS, AND SOUND PRODUCTION

(305) 226-8315 Ext. 224/(305) 553-8511 (Fax)

EQUIPMENT (S) CONFIRMATION FORM

ORGANIZATION/AGENCY: Miami Dade County Commission District #1

EQUIPMENT REQUESTED: Showmobile Large, Medium Sound System, Power Distribution Panel, Generator 75kw, Mobie Mat (11 rolls) and Technician

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

OR INDEX CODE (MIAMI-DADE AGENCIES ONLY):

BILLING ADDRESS/ZIP CODE: 2780 NW 167th Street, Miami Gardens, Fl 33054

NAME/TITLE OF THE EVENT: 2015 Hispanic Heritage Festival

ADDRESS OF EVENT: Country Village Park 6550 NW 188 Terr Hialeah, FL 33014

TODAY'S DATE: 09/17/15

DATE (S) & TIME OF EVENT: 09/19/15 1PM - 5PM

SET-UP TIME & DAY: 09/19/15 8AM

TAKE-DOWN & DAY: 09/19/15 5PM

CONTACT PERSON/PHONE: Mairenny Alexis 813-453-1280

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:** $4,850.00 In-kind District #1

*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Signature: Mairenny Alexis

Commissioner Barbara Jordan

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

Memorandum

MIAMI-DADE COUNTY

Date: December 15, 2015

To: Honorable Chairman Jean Monestime
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 Hispanic Coalition, Corp. for its "2015 Hispanic Heritage Festival" event, which was held on September 19, 2015.

In-kind services have been requested from the Parks, Recreation and Open Spaces Department in the amount of $5,123.00 for the use of a large showmobile, medium sound system, electrical equipment, mobile mats, and park rental fees. This event will be funded from the balance of District 1 FY 2015-16 In-Kind Reserve Funds.

Edward Marquez
Deputy Mayor

Inkind01560