MEMORANDUM

Agenda Item No. 3(A)(9)

TO:	Honorable Chairman Jean Monestime and Members, Board of County Commissioners	**DATE:**	June 21, 2016
FROM:	Abigail Price-Williams County Attorney	**SUBJECT:**	Resolution retroactively authorizing in-kind services from the Parks, Recreation and Open Spaces Department for the December 18, 2015 "West Miami Middle School – Green and Gold Annual Football Game" sponsored by West Miami Middle School in an amount not to exceed $2,420.00 to be funded from the balance of the District 6 FY 2015-16 In-Kind Reserve Fund

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Rebeca Sosa.

Abigail Price-Williams
County Attorney

APW/cp

MEMORANDUM
(Revised)

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

DATE: June 21, 2016

FROM: Abigail Price-Williams
County Attorney

SUBJECT: Agenda Item No. 3(A)(9)

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)(9)
6-21-16

RESOLUTION NO. _____

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE DECEMBER 18, 2015 "WEST MIAMI MIDDLE SCHOOL – GREEN AND GOLD ANNUAL FOOTBALL GAME" SPONSORED BY WEST MIAMI MIDDLE SCHOOL IN AN AMOUNT NOT TO EXCEED $2,420.00 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 6 FY 2015-16 IN-KIND RESERVE FUND

WHEREAS, West Miami Middle School has requested in-kind services from the Parks, Recreation and Open Spaces Department for the December 18, 2015 "West Miami Middle School – Green and Gold Annual Football Game" in an amount not to exceed $2,420.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the "West Miami Middle School – Green and Gold Annual Football Game" allows the community, business partners, and surrounding neighbors to attend the annual football game which dates back more than 50 years; and

WHEREAS, the "West Miami Middle School – Green and Gold Annual Football Game" showcases the accomplishments of the parents, students, and faculty; and

WHEREAS, West Miami Middle School is part of the Miami-Dade County Public School system; and

WHEREAS, the "West Miami Middle School – Green and Gold Annual Football Game" is a small event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and $2,420.00 of the in-kind services shall be funded from the balance of the District 6 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 December 18, 2015 "West Miami Middle School – Green and Gold Annual Football Game" sponsored by West Miami Middle School, in an amount not to exceed $2,420.00 to be funded from the balance of the District 6 FY 2015-16 In-Kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Commissioner Rebeca Sosa. 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 21st day of June, 2016. 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:

Delores Green
Office of Strategic Business Management
111 N.W. 1" 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 <!strict (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.

1. Full legal name of the requesting organization: West Miami Middle School

2. Applicant Status: (Select one of the choices below)

   - X Not-For-Profit or Tax Exempt
   - ☐ For-Profit
   - ☐ Local Government or Public Entity
   - ☐ Other (specify): _____

3. Name and contact information for angle point of contact (address, phone, fax, e-mail address, etc.): _____

   Lillian Perez (305) 261-8383 x2296

   Helbig5@dadeschools.net

   7525 S.W. 24 Street, Miami FL 33155

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

6

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

West Miami Middle, Green & Gold Annual Football Game

December 18, 2015

Our Green & Gold 50 year tradition is celebrated every year with a football game. Our school strived and works very hard to bring our community together on this day. The school showcases our Parents, Students, and Faculty to our surrounding neighborhood.

6. Please select ALL that apply to event:

- ☐ Economic Development: Event supports vitality or growth of the local economy
- X 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 participalon

7. Physical address of event venues (please specify Commission District(s)):

7525 S.W. 24 Street

Miami, FL 33155

8. Description of regional or local impact: The community, business partners, surrounding neighbors are invited to attend our annual football game that dates back more than 50 years. The school opens its doors to show case our accomplishments.

9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): Set-up 7:00 A.M. To 12:00 P.M., Event starts 1:00 P.M. – 3:50 P.M., Pick-up after 4:00 P.M.

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): Entrance for set-up through the North back end of the school (P.E. Field)

11. Expected number of participants and estimated attendance (per day, if applicable): 900+

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

10/27/16
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: West Miami Middle School

EQUIPMENT REQUESTED: 2 Bleachers stands for 300 hundred persons

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Commissioner Rebecca Sosa District 6

OR INDEX CODE (MIAMI-DADE AGENCIES ONLY):

BILLING ADDRESS/ZIP CODE: 1000 S.W. 57 Avenue, Suite201, Miami FL 33144

NAME/TITLE OF THE EVENT: West Miami Middle Green & Gold Games

ADDRESS OF EVENT: 7525 SW 24 Street, Miami FL 33155

TODAY'S DATE: 10/28/15

DATE (S) & TIME OF EVENT: 12/18/15 – 1:00P.M. - 4:00 P.M.

SET-UP TIME & DAY: 12/17/15 – from 8:00 A.M – 4:00 P.M.

TAKE-DOWN & DAY:

CONTACT PERSON/PHONE: Lillian Perez (305) 261-8383 x2296

AT SITE CONTACT/CELL PHONE#: (305) 910-9041 cell

SPECIAL INSTRUCTIONS: **Direction item(s) are to be placed, maps, diagrams, etc.** Deliver through north end of the school P.E. field. Gates will be opened early morning. Please contact Lillian Perez so she can come to the field and indicate where bleachers will be placed.

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: $2,420.00

*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Signature: [signature]

Agency/Group: West Miami Middle

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.

Memorandum

MIAMI-DADE COUNTY

Date: June 21, 2016

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 West Miami Middle School for its "West Miami Middle School – Green and Gold Annual Football Game" event held on December 18, 2015.

In-kind services have been requested in an amount not to exceed $2,420.00 from the Parks, Recreation and Open Spaces Department for the use of two 300-people bleacher stands. This event will be funded from the balance of District 6 FY 2015-16 In-Kind Reserve Funds.

Edward Marquez
Deputy Mayor

Inkind01567