

MEMORANDUM

Agenda Item No. 11(A)(31)

TO: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

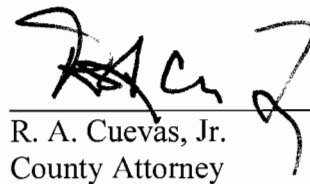
DATE: May 5, 2009

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

SUBJECT: Resolution retroactively
authorizing in-kind services
for the March 14-15, 2009
"Surfside Arts Festival"

Resolution No. R-574-09

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Sally A. Heyman, and Co-Sponsor Commissioner Bruno A. Barreiro.



R. A. Cuevas, Jr.
County Attorney

RAC/up

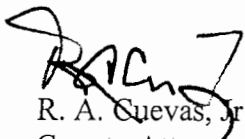


MEMORANDUM

(Revised)

TO: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

DATE: May 5, 2009

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

SUBJECT: Agenda Item No. 11(A)(31)

Please note any items checked.

_____ "4-Day Rule" ("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

_____ Bid waiver requiring County Mayor's written recommendation

_____ Ordinance creating a new board requires detailed County Manager's report for public hearing

_____ Housekeeping item (no policy decision required)

_____ No committee review

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 11(A)(31)
5-5-09

RESOLUTION NO. R-574-09

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARK AND RECREATION DEPARTMENT FOR THE MARCH 14-15, 2009 "SURFSIDE ARTS FESTIVAL" SPONSORED BY THE SUFSIDE TOURIST BUREAU, IN AN AMOUNT NOT TO EXCEED \$1,745.00 TO BE FUNDED FROM THE DISTRICT 4 IN-KIND RESERVE FUND

WHEREAS, Surfside Tourist Bureau, has requested in-kind services from the Miami-Dade Park and Recreation Department for the March 14-15, 2009 "Surfside Arts Festival" in an amount not to exceed \$1,745.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the "Surfside Arts Festival" is a community event which promotes the arts and culture, as well as economic development; and

WHEREAS, the "Surfside Arts Festival" is a district event, as that term is defined on the attached Fee Waiver/In-kind Service Application, and \$1,745.00 of the in-kind services shall be funded from the District 4 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 Miami-Dade Park and Recreation Department for the March 14-15, 2009 "Surfside Arts Festival" in an amount not to exceed \$1,745.00 to be funded from the District 4 In-kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Commissioner Sally A. Heyman, and the Co-Sponsor is Commissioner Bruno A. Barreiro. It was offered by Commissioner **Jose "Pepe" Diaz** who moved its adoption. The motion was seconded by Commissioner **Carlos A. Gimenez** and upon being put to a vote, the vote was as follows:

Dennis C. Moss, Chairman	aye		
Jose "Pepe" Diaz, Vice-Chairman	aye		
Bruno A. Barreiro	aye	Audrey M. Edmonson	aye
Carlos A. Gimenez	aye	Sally A. Heyman	aye
Barbara J. Jordan	aye	Joe A. Martinez	aye
Dorrian D. Rolle	aye	Natacha Seijas	aye
Katy Sorenson	aye	Rebeca Sosa	absent
Sen. Javier D. Souto	aye		

The Chairperson thereupon declared the resolution duly passed and adopted this 5th day of May, 2009. 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



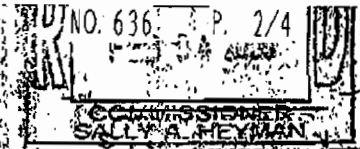
By: **Diane Collins**
Deputy Clerk

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

Sally Heyman

1. Full legal name of the requesting organization: SURFSIDE TOURIST BUREAU
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.): Mr. Duncan Tavares, Director
Surfside Tourist Bureau-9293 Harding Avenue/ 305-864-0722 Office 305-861-1302 Fax
dtavares@townofsurfsidefl.gov
4. Specify fee waiver or in-kind service requested (quantify, if applicable): Use of 17' X 20' portable stage
platform on Saturday- March 14, 2009 and Sunday March 15, 2009 for Surfside Arts
Festival

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FEE WAIVER/IN-KIND SERVICES APPLICATION
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5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries): 11:00AM- 6:00PM
Saturday March 14 & Sunday March 15, 2009 both days presented to generate business for
the local merchants for Surfside Residents, and to attract tourists of all ages.

We are soliciting corporate and business sponsorships for marketing and advertising
opportunities, and will offer food, products and services, vendor booths and exhibits.

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)): Town of Surfside 95th Street between
Collins Avenue and Abbott Avenue

8. Description of regional or local impact: Surfside's location at the end of Dade County is ideally
located for access by public and private transportation. There is adequate parking.
Advertising and Marketing will be geared to an audience from the greater Miami/Dade
Broward Area.

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

Saturday March 14, 2009 - 8:00AM - 11:00AM Set Up
11:00AM- 6:00AM Event

Sunday March 15, 2009- 11:00AM- 6:00PM Event
6:00AM- 9:00PM Breakdown

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FEE WAIVER-IN-KIND SERVICES APPLICATION
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10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if

applicable): 95th Street will be closed between Collins and Abbott Avenue. Additional
information will be submitted as available.

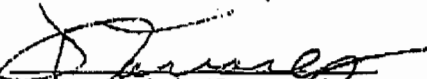
11. Expected number of participants and estimated attendance (per day, if applicable):

500 Per/day

12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach

additional pages as needed): \$25,000 current budget for total expenses including planning,
advertising, marketing, supplies, rentals, manpower and equipment. Additional
information will be submitted as available.

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


Signature of Authorized Representative

02/03/09

Date



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

EQUIPMENT (S) CONFIRMATION FORM

ORGANIZATION/AGENCY: Surfside Tourist Bureau

EQUIPMENT REQUESTED: Small Showmobile

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Commissioner Heyman District #4
/Mr. Duncan Tavares, Director Tourist Bureau (surfside)

OR INDEX CODE (MIAMI-DADE COUNTY AGENCIES ONLY): N/A

BILLING ADDRESS/ ZIP CODE: 9293 Harding Ave Surfside, Fl 33154

NAME/TITLE OF THE EVENT: Surfside Arts Festival

ADDRESS OF EVENT: 95th Street

TODAY'S DATE: 2/4/09 DATE (S) & TIME OF EVENT: 3/14/09 - 3/15/09 11am to 6pm

SET-UP TIME & DAY: 3/14/09 9:00am

TAKE-DOWN & DAY: 3/15/09 7:00pm

CONTACT PERSON/PHONE: Mr. Duncan Tavares (305) 864-0722

AT SITE CONTACT/CELL PHONE #: _____

SPECIAL INSTRUCTIONS: Direction item(s) are to be placed, maps, diagrams, etc.
Contact Regarding positioning at 95th Street and Collins Avenue.

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 \$1,745.00 in Kind District #4

Signature _____

*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Mr. Duncan Tavares

Agency/Group: Surfside Tourist Bureau

**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



Date: May 5, 2009

To: Honorable Chairman, Dennis C. Moss
and Members, Board of County Commissioners

From: George M. Burgess
County Manager

A handwritten signature in black ink, appearing to read "G. Burgess", written over the printed name of George M. Burgess.

Subject: District Specific In-Kind Reserve Request Recommendation

Recommendation

The Office of Strategic Business Management (OSBM) has reviewed the attached in-kind request and recommends for this item to move forward to the Board of County Commissioners for consideration. The district specific in-kind reserve balance allows for the funding of this request.

Background

A retroactive waiver for in-kind services is being requested by a not-for-profit organization, the Surfside Tourist Bureau, for their "Surfside Arts Festival" event held on March 14-15, 2009.

In-kind services have been requested in an amount not to exceed \$1,745 from the Miami-Dade Park and Recreation Department for the use of a small show mobile. This event will be funded from the District 4 in-kind reserve fund.

In FY 2008-09, the Surfside Tourist Bureau, Inc. has received no county funding for this event.

Inkind08809