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CLERK OF THE BOARD
OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA

MEMORANDUM Agenda Item No. 5(E)

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

DATE: June 2, 2009

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

SUBJECT: Resolution authorizing a fee waiver from Vizcaya Museum and Gardens for the June 10, 2009 "Fifteenth Inter-American Conference of Mayors and Local Authorities Cocktail Reception"

Resolution No. R-644-09

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Senator Javier D. Souto.

R. A. Cuevas, Jr.
County Attorney

RAC/cp

RESO\2078

MEMORANDUM

(Revised)

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

DATE: June 2, 2009

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

SUBJECT: Agenda Item No. 5(E)

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. 5(E)
6-2-09

RESOLUTION NO. **R-644-09**

RESOLUTION AUTHORIZING A WAIVER OF FACILITY RENTAL FEES FOR THE USE OF VIZCAYA MUSEUM AND GARDENS FOR THE JUNE 10, 2009 "FIFTEENTH INTER-AMERICAN CONFERENCE OF MAYORS AND LOCAL AUTHORITIES COCKTAIL RECEPTION" SPONSORED BY FLORIDA INTERNATIONAL UNIVERSITY'S INSTITUTE OF PUBLIC MANAGEMENT AND COMMUNITY SERVICE, IN AN AMOUNT NOT TO EXCEED $13,125.00 TO BE FUNDED FROM THE COUNTYWIDE IN-KIND RESERVE FUND

WHEREAS, Florida International University's Institute of Public Management and Community Service, has requested a fee waiver from Vizcaya Museum and Gardens for the June 10, 2009 "Fifteenth Inter-American Conference of Mayors and Local Authorities Cocktail Reception" in an amount not to exceed $13,125.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the "Fifteenth Inter-American Conference of Mayors and Local Authorities Cocktail Reception" will bring together mayors, council members, legislators, governors, public officials, political leaders, representatives of non-governmental organizations, as well as local, regional and national leaders of the Western Hemisphere to discuss issues pertaining to the strengthening of democracy and the role of local governments; and

WHEREAS, the "Fifteenth Inter-American Conference of Mayors and Local Authorities Cocktail Reception" is a special event, as that term is defined on the attached Fee Waiver/In-kind Service Application, and $13,125.00 the fee waiver shall be funded from the Countywide In-kind Reserve Fund,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board authorizes a fee waiver from Vizcaya Museum and Gardens for the June 10, 2009 "Fifteenth Inter-American Conference of Mayors and Local Authorities Cocktail Reception" in an amount not to exceed $13,125.00 to be funded from the Countywide In-kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Sen. Javier D. Souto. It was offered by Commissioner **Rebeca Sosa**, 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**
Joe A. Martinez	**aye**	Barbara J. Jordan	**aye**
Dorrin D. Rolle	**aye**	Natacha Seijas	**absent**
Katy Sorenson	**aye**	Rebeca Sosa	**aye**
Sen. Javier D. Souto	**absent**		

The Chairperson thereupon declared the resolution duly passed and adopted this 2nd day of June, 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 Sanchez

Vizcaya 13,125
Dept - 29,892
43,017

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 the event Com. Javier Souto

1. Full legal name of the requesting organization: Florida International University's Institute for Public Maganagement & Community Service

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.): Dr. Allan Rosenbaum and/or Ms. Cristina A. Rodriquez-Acosta. Tel (305) 348-1271, fax (305) 348-1273, email: lagierc@fiu.edu Address: 11200 SW 8th St. – PCA 350B, Miami, FL 33199

4. Specify fee waiver or in-kind service requested (quantify, if applicable): Staff support (8 County staff for on site conference administration; 2 police officers at conference site; Copy Machines: a large machine to handle a large volume of copies, or at least 2 smaller machines; 1-Fax Machine; Computers: 4 (or laptops); Color printers: 2 or 3); two (2) Chrysler 300 unmarked VIP vehicles, flags of the Americas, decorative plants (24).

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries): The XV Inter-American Conference of Mayors and Local Authorities, June 8-11, 2009 at the downtown Hilton Hotel. The Conference will bring together mayors, council members, legislators, governors, public officials, political leaders, representatives of non-governmental organizations, as well as local, regional and national leaders of the Western Hemisphere to discuss issues pertaining to the strengthening of democracy and the role of local governments. The Conference is sponsored by Miami-Dade County.

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

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Souto
(10)

- ☐ 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)): Downtown Hilton Hotel, 1601 Biscayne Boulevard, Miami, FL

8. Description of regional or local impact: See attached Appendix 'A"

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

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): Dowtonw Hilton Hotel for all conference events. Wednesday, June 10 from 8pm to 10pm, reception at Viscaya Museum and Gardens.

11. Expected number of participants and estimated attendance (per day, if applicable): 400 to 500 participants are expected to attend the Conference each 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): See attached Conference budget for host organization (Appendix 'B' and 'C")

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

Allan Rosenbaum

Signature of Authorized Representative

3/11/09

Date

APPENDIX "A"

The Inter-American Conference of Mayors and Local Authorities

A Brief Overview

For the last eleven years, Miami-Dade County Government has sponsored (and Florida International University has organized for it) the Inter-American Conference of Mayors and Local Authorities. The idea of organizing such an annual conference in Miami-Dade County originated with County Commissioner, Sen. Javier D. Souto and this event rapidly emerged as the largest and most important annual gathering of people concerned with local democracy in the Hemisphere. Over the years the event has received extensive newspaper, television and radio coverage throughout the Hemisphere and has served to significantly demonstrate Miami-Dade County's leadership in the promotion of democracy and good governance in the Americas.

The Inter-American Conference of Mayors has played an important role in shaping the discussions regarding the strengthening of local governments in the Americas. This has been demonstrated by its contributions to the Organization of American State's Summit of the Americas Process and many other comparable events. Indeed, it was a result of efforts originating from the Conference that produced the first recognition by the Hemisphere's Presidents of the importance of local governance for democracy in the region as reflected in the Declaration of the Quebec Summit of 2001.

- Over the past eleven years the Inter-American Conference of Mayors has brought to Miami-Dade County about 5,280 local leaders, senior government officials, legislators, governors and senior administrators of the Americas and about 10,560 accompanying visitors to the County. It should be noted that conference attendees cover all of their own participation costs.

- Among the participants from Latin America have been many of the leading figures in the Hemisphere including the chief executives of such cities as Bogota, Medellin and Cali, Colombia; Panama City, Panama; Guatemala City, Guatemala; San Salvador, El Salvador; Santiago, Chile; Cordoba, Argentina; Tegucigalpa, Honduras; Asuncion, Paraguay; Santa Cruz, Bolivia; Quito, Ecuador; Lima, Peru; Monterrey, Mexico; etc.

- Senior high ranking officials of the US Government routinely attend the Conference. In the past these have included the Secretary of US Department of Housing and Urban Development; various assistants to the President of the United States including the White House Representative for Local Governments; the Deputy Director of the US Agency for International Development; US Ambassador to the Organization of American States; and the President of the Inter-American Foundation among others.

- Key leaders of major international organizations have routinely participated. Among them have been the President of the Inter-American Development Bank; the Secretary General of the Organization of American States; senior officials of the World Bank and the United Nations; etc.

- The Inter-American Conference of Mayors has brought to the local hotel industry over $660,000 just in room revenue. About $85,800 in local taxes have been related to those rooms (@13%).

- If we assume that each attendee has spent at least $500 in shopping, dining and entertainment, the Conference has brought about $2,640,000 to the local economy in the past ten years. This number

would be much more if we were to estimate what the accompanying persons have spent while in Miami-Dade County.

It's been said about the Conference:

"It's been a great pleasure attending the Inter-American Conference of Mayors. It's a very enriching and interesting experience, even more so because of the attendance by so many people from different countries. The experiences discussed were all relevant. We want to thank you also for the great experience we personally had in that beautiful County".
Hon. Armida Villela de Lopez Contreras, Vice President of Honduras

"...The important contribution and the efforts made by your organization...significantly enriched the Summit Process and increased hemispheric cooperation with regard to the goals of the Fourth Summit of the Americas including job creation, democratic governance, citizen participation, and the promotion of human rights."
Mr. Luis Alberto Rodriguez, Director, Summit of the Americas Secretariat, Organization of American States

"...this (The Inter-American Conference of Mayors) venue, is an open space of discussion and analytical reflection that benefits all the local governments of Latin America... and it has become a central point of reference for all of us..."
Hon. Enrique Riera Escudero, Mayor of Asuncion, Paraguay

"I consider forums like this one as an incredible opportunity to share with different people very diverse experiences...The possibility of discussing initiatives with representatives from other cities is an invaluable opportunity...I am convinced that the Conferences is the ideal scenario for the discussion of themes related to the strengthening of democracy, local development and decentralization".
Hon. Sergio Fajardo Valderrama, Mayor of Medellin, Colombia

"...the Mayors conference is a unique venue, in that it brings together local officials from throughout the region, permitting them to interact and exchange information with their colleagues, identify and work together on common challenges and improve their own knowledge and skills...the conference is a valuable tool for building and strengthening capacity in the Americas for more effective local governance."
Ms. Elizabeth Spehar, Former Director of the Unit for the Promotion of Democracy at the Organization of American States

Agenda Item # : Mayor's International Conference			
Legislative Timeline			
Transit Committee		CITT Project/Finance Committee	N/A
BCC		CITT Full Trust	N/A

WHAT: **Bus transportation**

WHEN: **June 2009**

WHERE: **Various locations**

COMMISSIONER SPONSOR: **Jaiver Souto**

DETAILS:

This is a yearly event for mayors visiting the United States from other countries.

600 weekly passes @ 26.00 per equals 15,600.00

Employee salaries

Maria Batista: 48.00 per hour for 1 week (7 days), 8 hours per day ~~**$2,688.00**~~ 1920

Manuel Serrano 47.00 x 40 HRS **$2,632.00** 1880

$5,320.00 3,800

$15,600.00 15600

~~**$5,320.00**~~ 3,800

Total: ~~**$20,920.00**~~ 19,400

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Sylvia Person Special Event Coordinator

Vizcaya Museum and Gardens
Estimated Cost Breakdown

Event: Interamerican Conference of Mayors/FIU
Evening Reception

Date: **Wednesday, June 10, 2009**
Guests: 350 estimated
Hours: 6:30 p.m. – 11:00 p.m.

Base Facility Rental Fee	$7,500.00
225 additional guests @ $25.00 each	$5,625.00
7% Florida Sales Tax	Certificate of Exemption must be provided
Estimated Facility Rental Total	**$13,125.00**

Comments

The Estimated Facility Rental Total does not include the services of Miami-Dade County Police Department for pedestrian and vehicular traffic control for an event of this size. The estimate does not include any optional items such as tenting.

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FLORIDA INTERNATIONAL UNIVERSITY PROPOSAL BUDGET SHEET

FULL YEAR

Principal Investigator/Project Director: Allan Rosenbaum

Agency: Miami-Dade County Seaport Department | Duration From: 10/01/08 To: 09/30/09 | Period/Year #: 1

Object Code (F) = Faculty (A) = A&P (U) = USPS	A. 1. Faculty / A&P / USPS Salary (List each separately with title)	Base Salary	% Effort CY	% Effort AY	% Effort Summer	12 month	9 month	Summer	Total
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	1. Cristina A. Rodriguez-Acosta	$61,691	92%			$ 56,755.00	$ -	$ -	$ 56,755.00
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ 16,867.59	$ -	$ -	$ 16,867.59
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	2.	$0				$ -	$ -	$ -	$ -
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ -	$ -	$ -	$ -
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	3.	$0				$ -	$ -	$ -	$ -
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ -	$ -	$ -	$ -
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	4.	$0				$ -	$ -	$ -	$ -
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ -	$ -	$ -	$ -
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	5.	$0				$ -	$ -	$ -	$ -
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ -	$ -	$ -	$ -
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	6.	$0				$ -	$ -	$ -	$ -
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ -	$ -	$ -	$ -
								TOTAL SENIOR PERSONNEL (1-6)	$ 56,755.00
								FRINGE BENEFITS FOR SECTION A	$ 16,867.59

Object Code	A. 2. Overload / Extra State Compensation (Permitted in rare circumstances. Please refer to http://policies.fiu.edu/files/366.pdf.)	
771550-771559	1.	$ -
771650-771659	FRINGE BENEFITS FOR PERSONNEL ABOVE	$ -
771550-771559	2.	$ -
771650-771659	FRINGE BENEFITS FOR PERSONNEL ABOVE	$ -
	TOTAL OVERLOAD	$ -
	TOTAL FRINGE BENEFITS FOR SECTION A 2	$ -

Object Code	B. Other Personnel - No Fringe Benefits Except Social Security (Show Numbers in Brackets) (OPS)	
771500-771549	1. ( ) Other Professionals	$ 22,984.00
771500-771549	2. ( ) Graduate Students	$ -
771500-771549	3. ( ) Undergraduate Students	$ -
771500-771549	4. ( ) Secretarial-Clerical (SECRETARIAL-CLERICAL WILL REQUIRE A DIRECT CHARGE EXEMPTION FORM AT PROPOSAL TIME)	$ -
771500-771549	5. ( ) Other	$ -
	TOTAL OTHER PERSONNEL (1-5)	$ 22,984.00
771660-771699	TOTAL FRINGE BENEFITS FOR SECTION B	$ 1,738.38
	TOTAL SALARIES & WAGES (A+B)	$ 79,739.00
	TOTAL FRINGE BENEFITS	$ 18,605.97
	TOTAL SALARIES, WAGES, AND FRINGE BENEFITS	$ 98,344.97

Object Code	C. Expenses - In alphabetical order by category.	
773000-773099	1 Educational & Lab Supplies	$ -
711020-711099	2 Freight	$ -
773810-773818	3 Hazardous Chemicals/Waste	$ -
711300-711309	4 Insurance	$ -
711190-711199	5 Long Distance Telephone Calls	$ -
711900-711969	6 Miscellaneous Expenses (Other)	
	7 Specify: Equipment Rental	$ -
773500-773599	8 Motor Fuel & Lubricants	$ -
773900-773999	9 Other Materials & Supplies	$ 600.00
711990-711999	10 Participant Payments	$ -
711500-711549	11 Patient Care Costs	$ -
773100-773199	12 Printing & Reproduction	$ 50.00
772100-772179	13 Professional Fees / Consultants	$ -
711440-711449	14 Rent Expense Buildings	$ -
711400-711439	15 Rent Expense Other Than Buildings	$ -
768000-768099 768200-768399	16 Scholarships & Stipends	$ -
772950-772952	17 Subcontracts	
	A.	$ -
	B.	$ -
	C.	$ -
711210-711229	18 Travel - Domestic	$ -
711230-711239	19 Travel - Foreign	$ -
768400-768409	20 Tuition Payments	$ -
	TOTAL EXPENSES	$ 650.00
	Restricted Expenses - In alphabetical order by category.	
	RED items are part of F&A and are normally not allowed on Federal Grants/RED items will require a DIRECT CHARGE EXEMPTION FORM.	
772200-772299	21 Advertising Services	$ -
711330-711359	22 Bedding & Textile	$ -
721100-721199	23 Books & Films	$ -
773200-773299	24 Building & Construction	$ -
711170-711179	25 Cellular Phones	$ -
772180-772189	26 Construction Services	$ -
773820-773829	27 Data Processing Supplies	$ -
773801-773808	28 Food Products	$ -
711160-711169	29 Local Telephone Calls	$ -
711450-711499	30 Membership & Subscriptions	$ -
711300-711329	31 Moving Expenses	$ -
773300-773399	32 Office Supplies	$ -
711000-711019	33 Postage	$ -
773400-773499	34 Purchases for Resale	$ -
761000-761999	35 Repairs & Maintenance	$ -
711150-711159	36 Telephone Equipment	$ -
711100-711159	37 Utilities	$ -
	TOTAL EXPENSES	$ 650.00

Object Code		
721200-721999	D. Permanent Equipment & Books or other library resources(list item and dollar amount for each item exceeding $1,000)	
	TOTAL PERMANENT EQUIPMENT	$ -
	E. Total Direct Costs (A through D)	$ 99,914.86
757000	F. Indirect Costs	

F&A Effective Period	F&A Rate		Project Months*	INDIRECT COST BASE	
07/01/08 - 06/30/09	15%		12	$ 99,914.86	14,837
07/01/09 - 06/30/10	44%		0		0
07/01/10 - Unit Amended	45%		0		0
				TOTAL INDIRECT COSTS	$ 14,837.23
	G. TOTAL DIRECT AND INDIRECT COSTS				$ 113,752.09

*Please insert the number of months this period/year will fall within the specified F&A effective periods.

Example: A budget period of 09/01/06 - 08/31/09 would have 10 project months at 42% and 2 project months at 44%.

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FLORIDA INTERNATIONAL UNIVERSITY PROPOSAL BUDGET SHEET

Principal Investigator/Project Director: Dr. Allan Rosenbaum

Agency: Miami-Dade County Tourist Development Council. Duration From: 10/01/08 To: 09/30/09 Period/Year #: 1

Object Code (F) = Faculty (A) = A&P (U) = USPS	A. 1. Faculty / A&P / USPS Salary (List each separately with title)	Base Salary	% Effort CY	% Effort AY	% Effort Summer	12 month	9 month	Summer	Total
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	1.	$0				$ -	$ -	$ -	$ -
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ -	$ -	$ -	$ -
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	2.	$0				$ -	$ -	$ -	$ -
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ -	$ -	$ -	$ -
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	3.	$0				$ -	$ -	$ -	$ -
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ -	$ -	$ -	$ -
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	4.	$0				$ -	$ -	$ -	$ -
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ -	$ -	$ -	$ -
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	5.	$0				$ -	$ -	$ -	$ -
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ -	$ -	$ -	$ -
771001-771139 (F) 771140-771149 (A) 771150-771159 (U)	6.	$0				$ -	$ -	$ -	$ -
771600-771649 771700-771999	FRINGE BENEFITS FOR PERSONNEL ABOVE					$ -	$ -	$ -	$ -
								TOTAL SENIOR PERSONNEL (1-6)	
								FRINGE BENEFITS FOR SECTION A.	

Object Code	A. 2. Overload / Extra State Compensation (Permitted in rare circumstances. Please refer to http://policies.fiu.edu/files/366.pdf.)	
771550-771559	1.	$ -
771650-771659	FRINGE BENEFITS FOR PERSONNEL ABOVE	$ -
771550-771559	2.	$ -
771650-771659	FRINGE BENEFITS FOR PERSONNEL ABOVE	$ -
	TOTAL OVERLOAD	
	TOTAL FRINGE BENEFITS FOR SECTION A.2.	

	B. Other Personnel - No Fringe Benefits Except Social Security (Show Numbers in Brackets) (OPS)	
771500-771549	1. ( ) Other Professionals	$ -
771500-771549	2. ( ) Graduate Students	$ -
771500-771549	3. ( ) Undergraduate Students	$ -
771500-771549	4. ( ) Secretarial-Clerical (SECRETARIAL-CLERICAL WILL REQUIRE A DIRECT CHARGE EXEMPTION FORM AT PROPOSAL TIME)	$ -
771500-771549	5. ( ) Other	$ -
	TOTAL OTHER PERSONNEL (1-5)	
771660-771699	TOTAL FRINGE BENEFITS FOR SECTION B.	
	TOTAL SALARIES & WAGES (A+B)	
	TOTAL FRINGE BENEFITS	
	TOTAL SALARIES, WAGES, AND FRINGE BENEFITS	

Object Code	C. Expenses - In alphabetical order by category.		
773600-773699	1	Educational & Lab Supplies	$ -
711020-711099	2	Freight	$ -
773810-773819	3	Hazardous Chemicals/Waste	$ -
711360-711399	4	Insurance	$ -
711190-711199	5	Long Distance Telephone Calls	$ -
711900-711989	6	Miscellaneous Expenses (Other)	
	7	Specify:	$ -
773500-773599	8	Motor Fuel & Lubricants	$ -
773900-773999	9	Other Materials & Supplies	$ -
711900-711999	10	Participant Payments	$ -
711500-711549	11	Patient Care Costs	$ -
773100-773199	12	Printing & Reproduction	$ 2,400.00
772100-772179	13	Professional Fees / Consultants	$ 10,000.00
711440-711449	14	Rent Expense Buildings	$ -
711400-711439	15	Rent Expense Other Than Buildings	$ -
768000-768099 768200-768399	16	Scholarships & Stipends	$ -
772050-772052	17	Subcontracts	
		A.	$ -
		B.	$ -
		C.	$ -
711210-711229	18	Travel - Domestic	$ -
711230-711239	19	Travel - Foreign	$ -
768400-768499	20	Tuition Payments	$ -
	Restricted Expenses - In alphabetical order by category.		
	RED Items are part of F&A and are normally not allowed on Federal Grants.RED Items will require a DIRECT CHARGE EXEMPTION FORM.		
772200-772299	21	Advertising Services	$ -
711330-711359	22	Bedding & Textile	$ -
711100-711169	23	Books & Prints	$ -
773200-773299	24	Building & Construction	$ -
711170-711179	25	Cleaning Services	$ -
772180-772189	26	Computer/Data Services	$ -
773820-773829	27	Data Processing Supplies	$ -
773800-773809	28	Food Products	$ -
711160-711169	29	Local Telephone Calls	$ -
711450-711499	30	Memberships & Subscriptions	$ -
711300-711329	31	Moving Expenses	$ -
773300-773399	32	Office Supplies	$ -
711000-711019	33	Postage NOT A FEDERAL GRANT	$ 2,000.00
773400-773499	34	Purchases for Resale	$ -
761000-761999	35	Repairs & Maintenance	$ -
711180-711189	36	Telephone Equipment	$ -
711100-711159	37	Utilities	$ -
			TOTAL EXPENSES $ 14,400.00
721200-721999	D. Permanent Equipment & Books or other library resources(all item and dollar amount for each item exceeding $1,000)		
			TOTAL PERMANENT EQUIPMENT $
	E. Total Direct Costs (A through D)		$ 14,400.00
757003	F. Indirect Costs		

F&A Effective Period	F&A Rate	Project Months*	INDIRECT COST BASE
07/01/08 - 06/30/09	42%	0	$
07/01/09 - 06/30/10	44%	0	0
07/01/10 - Until Amended	45%	0	0
			0
			TOTAL INDIRECT COSTS $

	G. TOTAL DIRECT AND INDIRECT COSTS	$ 14,400.00

*Please insert the number of months this period/year will fall within the specified F&A effective periods

Example: A budget period of 09/01/08 - 08/31/09 would have 10 project months at 42% and 2 project months at 44%.

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XV

Exhibit 1

~~FOURTEENTH~~ INTER-AMERICAN CONFERENCE OF MAYOR
In-Kind Services Budget
Inter-American Conference of Mayors
June 16-19, 2008

VARIOUS DEPARTMENTS

County Staff Support for Conference Administration	**$12,801.29**
1. Maria Batista – Transit ~~(48 hrs)~~ OK 40	$2,688*
2. Manny Serrano – Transit (48 hours) OK	$2,520*
~~3. Karen Naya – Government Information Center (40 hrs)~~	$1,520
4. Winston Parkinson – OCED (40 hrs)	$1,760
5. Yemar Reus - Fire Dpt. (40 hrs) (24,39850	$909.38**
~~6. Carlos Heredia - Fire Dpt. (40 hrs)~~	$1815.11**
~~7. Arturo Abreu (40 hrs)~~	$1588.80**

991 BUDGET FORMS

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MIAMI-DADE POLICE DEPARTMENT

Security (two officers at hotel from 8am-10pm) **$7,000**

2-4 Officers (supervision and traffic support at Vizcaya reception & other events)
Monday 2:00 PM – 9:00 PM (2-Officers)
Tuesday (2 Officers)
Wednesday (4 Officers)
Thursday (4 Officers)

MIAMI-DADE TRANSIT AGENCY

Transportation (Metro Bus/Rail Passes)
Wednesday, June 18, 2008
600 weekly Bus/Rail passes **$11,500**

Total: $11,500.00 + $5,208* = $16,708.00
(Staff Support listed above)

MIAMI-DADE FIRE DEPARTMENT**

2- VIP Vehicle: Chrysler 300 (unmarked) **$260** helps but not big deal
June 16 – June 19, 2008 / 4-days, 150 miles
($10hr/pd = $80 each), 150 miles ($ .32 x150=$48 each)

Fire Total: ***$260 (cars) +$4,314***
(Staff Support listed above for 3 Employees) = ***$4573.29****

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ETSD

Equipment (copy machines, faxes, computers) **$2,000**

Includes delivery and setup of four computers w/17" monitors, two printers, one all-in-one fax/printers, on-call support and pickup after the event. Does not include large copy machine.

Vizcaya Museum and Gardens

Fee waiver for rental of the facilities **$20,825**

Base Facility Rental Fee	$7,500.00
375 additional guests @ $25.00 each	$9,375.00
33' X 180' Tent	$3,500.00
Required Dumpster	$450.00
7% Florida Sales Tax	Certificate of Exemption must be provided
Facility Rental Total	**$20,825.00**

GSA

Printing (tickets for meal events and Vizcaya Reception) **$200**

Miami-Dade Park and Recreation Department

15 - Areca Palms and 15 - Crotons **$630**

Total In-Kind Budget	**$55,217**

Memorandum

MIAMI-DADE COUNTY

Date: June 2, 2009

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

From: George M. Burgess
County Manager

Subject: Countywide In-Kind Request Recommendation

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

Background

A fee waiver for in-kind services has been requested by a not-for-profit organization, the Florida International University's Institute for Public Management & Community Service for their "XV Inter-American Conference of Mayors and Local Authorities Cocktail Reception" event scheduled for June 10, 2009.

In-kind services have been requested in an amount not to exceed $13,125 from the Vizcaya Museum and Gardens for the use of Vizcaya Museum and Gardens facilities. This fee waiver will be funded from the countywide in-kind reserve fund and requires a two-thirds majority vote of the board members present.

In FY 2008-09, Florida International University's Institute for Public Management & Community Service has received $48,750 from the General Fund and $65,000 from the Seaport. In addition for review and your consideration, under the sponsorship of Commissioner Souto, is a request for in-kind services in the amount not to exceed $29,892 from various county departments for the same event.

Inkind11809

MIAMI-DADE COUNTY
BOARD OF COUNTY COMMISSIONERS
OFFICE OF THE COMMISSION AUDITOR

Legislative Notes

Agenda Item:	**5E**
File Number:	**091355**
Committee(s) of Reference:	**BCC**
Date of Analysis:	**March 18, 2009**
Type of Item:	**Waiver of Rental Fees**
Sponsor:	**Senator Javier D. Souto**

Summary

This resolution authorizes the waiver of $13,125 in rental fees for the use of the Vizcaya Museum and Gardens for the Fifteenth Inter-American Conference of Mayors & Local Authorities' Cocktail Reception. The event is sponsored by the FIU's Institute for Public Management & Community Service and scheduled for June 10, 2009.

This resolution also authorizes the Administration to appropriate from the In-kind Reserve Fund the following allocations to cover the costs waived:

- $7,500 to cover the base facility rental fee
- $5,625 for 225 guests.

Background and Relevant Legislation

Under Rule 9.03 of the Board of County Commissioners (BCC) Rules of Procedure, all requests for fee reductions and waivers for the use of Vizcaya Museum and Gardens must be submitted to the BCC for approval. Accordingly, this resolution is submitted for purposes of obtaining the BCC's authorization to waive the rental fee on behalf of the Inter-American Conference of Mayors.

However, Ordinance 08-127, adopted by the Board of County Commissioners on 11/20/08, amended Rule 9.03 by establishing certain criteria and restrictions governing the grant of such fee waivers for the use of the facility. Relevant rule provisions which may apply to the proposed resolution and regulate whether a fee waiver should be granted are as follows:

- Fee waivers and reductions shall be granted only to major cultural, diplomatic, international, military, or other events or conferences involving heads-of-state or other similar individuals that will enhance the visibility of the County as a place to live, work, visit, or invest.

- Fee waivers and reductions shall be granted only to not-for-profit or governmental organizations, and not to private individuals or for-profit organizations.

- All direct costs that result from the organization's event shall be payable by the organization directly to Vizcaya Museum and Gardens, including but not limited to tent or equipment rental, hire of police and cleanup crew, and costs of any damages or cleanup by County staff or outside vendors, unless the resolution granting the fee waiver and reduction states that the County will pay such costs to Vizcaya Museum and Gardens.

- Organizations requesting a fee waiver or reduction should first attempt to find other public or private ways to fund the Vizcaya fee.

The BCC must first determine at a public hearing that the request for a fee waiver meets the noted criteria.

Policy Change and Implication

None

Budgetary Impact

The $13,125 fee waiver does not include the services of the County's Police Department for pedestrian and traffic control. Nor does it include incidental items such as tents, dumpsters, office equipment or staff support. However, the waiver of these costs is addressed in Item 2Q of this committee's agenda.

In addition, the fee waiver does not encompass a 100% waiver of fees. A balance of $4,062 remains outstanding.

BCC Action

This fee waiver requires 2/3 votes of the members present following a public hearing.

Prepared by: Lauren Young-Allen