

## MEMORANDUM

Agenda Item No. 3(A)(12)

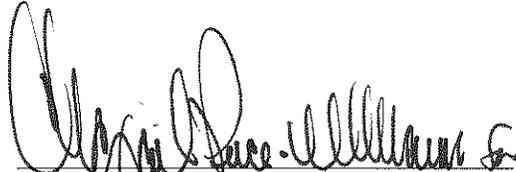
**TO:** Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

**DATE:** October 7, 2014

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

**SUBJECT:** Resolution authorizing in-kind  
services for the June 13, July 3,  
July 18, and August 1, 2014  
"City of West Miami Summer  
Camp Field Trips" event  
Resolution No. R-846-14

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



R. A. Cuevas, Jr.  
County Attorney

RAC/Imp



**MEMORANDUM**  
(Revised)

**TO:** Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

**DATE:** October 7, 2014

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

**SUBJECT:** Agenda Item No. 3(A)(12).

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

Agenda Item No. 3(A)(12)

Veto \_\_\_\_\_

10-7-14

Override \_\_\_\_\_

RESOLUTION NO. R-846-14

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE JUNE 13, JULY 3, JULY 18, AND AUGUST 1, 2014 "CITY OF WEST MIAMI SUMMER CAMP FIELD TRIPS" SPONSORED BY CITY OF WEST MIAMI IN AN AMOUNT NOT TO EXCEED \$787.52 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 6 FY 2013-14 IN-KIND RESERVE FUND

**WHEREAS**, the City of West Miami has requested in-kind services from the Miami-Dade Parks, Recreation and Open Spaces Department for the June 13, July 3, July 18, and August 1, 2014 "City of West Miami Summer Camp Field Trips" in an amount not to exceed \$787.52 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS**, the "City of West Miami Summer Camp Field Trips" will provide food, refreshments and transportation to students as part of the City's summer camp program at Crandon Park; and

**WHEREAS**, this event is a small event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and \$787.52 of the in-kind services shall be funded from the balance of the District 6 FY 2013-14 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 Parks, Recreation and Open Spaces Department for the June 13, July 3, July 18, and August 1, 2014 "City of West Miami Summer Camp Field Trips" event sponsored by the City of West Miami in an amount not to exceed \$787.52 to be funded from the balance of District 6 FY 2013-14 In-Kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Chairwoman Rebeca Sosa. It was offered by Commissioner **Lynda Bell**, who moved its adoption. The motion was seconded by Commissioner **Sally A. Heyman** and upon being put to a vote, the vote was as follows:

	Rebeca Sosa, Chairwoman	<b>aye</b>
	Lynda Bell, Vice Chair	<b>aye</b>
Bruno A. Barreiro	<b>aye</b>	Esteban L. Bovo, Jr. <b>aye</b>
Jose "Pepe" Diaz	<b>absent</b>	Audrey M. Edmonson <b>aye</b>
Sally A. Heyman	<b>aye</b>	Barbara J. Jordan <b>aye</b>
Jean Monestime	<b>aye</b>	Dennis C. Moss <b>aye</b>
Sen. Javier D. Souto	<b>aye</b>	Xavier L. Suarez <b>aye</b>
Juan C. Zapata	<b>absent</b>	

The Chairperson thereupon declared the resolution duly passed and adopted this 7<sup>th</sup> day of October, 2014. 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: **Christopher Agrippa**  
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<sup>st</sup> 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.

1. Full legal name of the requesting organization: CITY OF WEST MIAMI
  
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.): JIM GESTWICKI,  
DIRECTOR OF PARKS & RECREATION (305) 261-5566  
CEL (305) 992-4944 cwmreccenter@comcast.net
  
4. Specify fee waiver or in-kind service requested (quantify, if applicable): COST OF PAVILION #6  
and bus parking Fee during Summer Camp.

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

SUMMER CAMP FIELD TRIPS ON THE FOLLOWING DATES:

JUNE 13<sup>th</sup>

JULY 3<sup>rd</sup>

JULY 18<sup>th</sup>

AUG. 1<sup>st</sup>

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)): Commission District

# 6, Crandon Park, PAVILION # 6

8. Description of regional or local impact: \_\_\_\_\_

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

10 AM - 3 PM. (above DATES)

6

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. Expected number of participants and estimated attendance (per day, if applicable): 125-140 Kids

12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): The City will provide BBQ/Refreshments/chips and transportation as part of our Summer Camp Program. Parents pay \$8 per child for each field trip to Crandon Park.  
I hereby certify that all the statements made in this application are true and correct.

[Signature]  
Signature of Authorized Representative  
CITY MANAGER  
CIN/OF WEST MIAMI

5/11/2014  
Date

**Fee Waiver/In-kind Services Application Check List**

1. Is every item on the application completed?
2. Is the **Full Legal Name** of the organization listed on the application? Example:
- If the legal name of an organization is "We Fight Cancer One Person At a Time, Inc." that is what the application should state and not simply, "We Fight Cancer".

- N/A 3. Is a copy of the non-profit status included with the application? A copy of that information can be downloaded from the Florida Corporation's Website:

<http://www.sunbiz.org/corpweb/inquiry/cormenu.html>

4. Are the following items indicated:
- 1. Type of Event (i.e. special, major, district, or small)
  - 2. Applicant Status
  - 3. Name of the Contact person for the organization
  - 4. Physical Address of the Event
  - 5. Specify the fee waiver or in-kind service requested

- N/A 5. Have you included an **event budget** for "Special" and "Major" event types?

6. Has the authorized organization representative signed the application?

**NOTE: ALL QUESTIONS MUST BE ANSWERED. IF ANY INFORMATION IS MISSING, THE APPLICATION WILL NOT BE ACCEPTED.**

For OSBM Staff Use Only

\_\_\_\_\_ Complete package received

\_\_\_\_\_ Incomplete package, return to \_\_\_\_\_ District \_\_\_\_\_

Reason(s): \_\_\_\_\_

# Memorandum



**Date:** October 7, 2014

**To:** Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

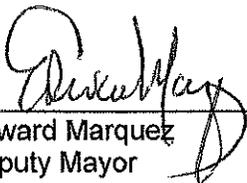
**From:** Carlos A. Gimenez  
Mayor 

**Subject:** District Specific In-Kind Request

---

A waiver for in-kind services has been requested by City of West Miami, for their "City of West Miami Summer Camp Field Trips" held on June 13, July 3, July 18 and August 1, 2014.

In-kind services have been requested in an amount not to exceed \$787.52 from the Miami Dade Parks, Recreation and Open Spaces Department for the use of a pavilion and bus parking fees. This event will be funded from the balance of District 6 FY 2013-14 In-Kind Reserve Fund.

  
\_\_\_\_\_  
Edward Marquez  
Deputy Mayor

Inkind01451