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

MEMORANDUM

Agenda Item No. 3(A)(1)

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

DATE: January 20, 2016

FROM: Abigail Price-Williams
County Attorney

SUBJECT: Resolution authorizing in-kind services for the March 12, 2016 "Relay for Life – Miami Springs/Virginia Gardens" event

Resolution No. R-3-16

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/smm

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MEMORANDUM

(Revised)

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

DATE: January 20, 2016

FROM: Abigail Price-Williams
County Attorney

SUBJECT: Agenda Item No. 3(A)(1)

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)(1)
1-20-16

RESOLUTION NO. R-3-16

RESOLUTION AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE MARCH 12, 2016 "RELAY FOR LIFE – MIAMI SPRINGS/VIRGINIA GARDENS" EVENT SPONSORED BY THE AMERICAN CANCER SOCIETY, INC. IN AN AMOUNT NOT TO EXCEED $1,400.00 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 6 FY 2015-16 IN-KIND RESERVE FUND

WHEREAS, the American Cancer Society, Inc. has requested in-kind services from the Parks, Recreation and Open Spaces Department for the March 12, 2016 "Relay for Life – Miami Springs/Virginia Gardens" event in an amount not to exceed $1,400.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the purpose of the "Relay for Life – Miami Springs/Virginia Gardens" is to remember and honor those who have fought or are fighting cancer, and raise much needed funds and awareness in order to continue saving the lives of those battling cancer; and

WHEREAS, proceeds from this event will be directed towards cancer prevention research programs, and other services offered to members of the community; and

WHEREAS, the American Cancer Society, Inc. is a not-for-profit organization; and

WHEREAS, the "Relay for Life – Miami Springs/Virginia Gardens" event is a special event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and $1,400.00 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 authorizes in-kind services from the Parks, Recreation and Open Spaces Department for the March 12, 2016

"Relay for Life – Miami Springs/Virginia Gardens" event sponsored by the American Cancer Society, Inc. in an amount not to exceed $1,400.00 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 **José "Pepe" Diaz**, 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:

Jean Monestime, Chairman	**aye**		
Esteban L. Bovo, Jr., Vice Chairman	**aye**		
Bruno A. Barreiro	**aye**	Daniella Levine Cava	**aye**
Jose "Pepe" Diaz	**aye**	Audrey M. Edmonson	**aye**
Sally A. Heyman	**aye**	Barbara J. Jordan	**aye**
Dennis C. Moss	**aye**	Rebeca Sosa	**aye**
Sen. Javier D. Souto	**absent**	Xavier L. Suarez	**absent**
Juan C. Zapata	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 20th day of January, 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: *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
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 Commissioner Rebeca Sosa

1. Full legal name of the requesting organization: American Cancer Society

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.): _____

* Elaine Martin, Event Lead msvgrelay@gmail.com
120 Sunset Way, Miami Springs
(H) 305.883.7738 (C) 305.984.2405

4. Specify fee waiver or in-kind service requested (quantify, if applicable): Use of "green" stage, to include delivery, setup, take down and return

* Stage co-ordinator Lynne Brooks (C) 305.542.3984
Lillynie@bellsouth.net

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries):
*RELAY for LIFE of MIAMI SPRINGS and VIRGINIA GARDENS
*SATURDAY, MARCH 12, 2016
*DAY-LONG FUNDRAISING EVENT WHERE TEAMS also walk the track
*To celebrate survivors, remember those lost, and fight back against CANCER

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)): In District 6; Curtiss Parkway Circle (traffic roundabout) in Miami Springs; Use 54 Curtiss Parkway for GPS location

8. Description of regional or local impact: Funds raised by this event go to the (national) American Cancer Society who in turn invests in our community, an example of which is $4MM to UM Medical

9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): Event will run 9A-8P on 3/12/16; setup for certain vendors can be arranged for 3/11/16 if necessary. Team tent setup begins 7A on 3/12. Breakdown to start 8:30-9P on 3/12.

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): The City of Miami Springs and the MSPD allow partial closure to vehicular traffic around the Circle for the safety of Relay walkers and visitors. See enclosed diagram.

11. Expected number of participants and estimated attendance (per day, if applicable): 100 participants and 500+ attendees over course of 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): ACS limits our spending to no more than 10% of monies raised over the course of the 12-month season. Budget attached.

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

Elaine Martin
Signature of Authorized Representative

11-3-2015
Date

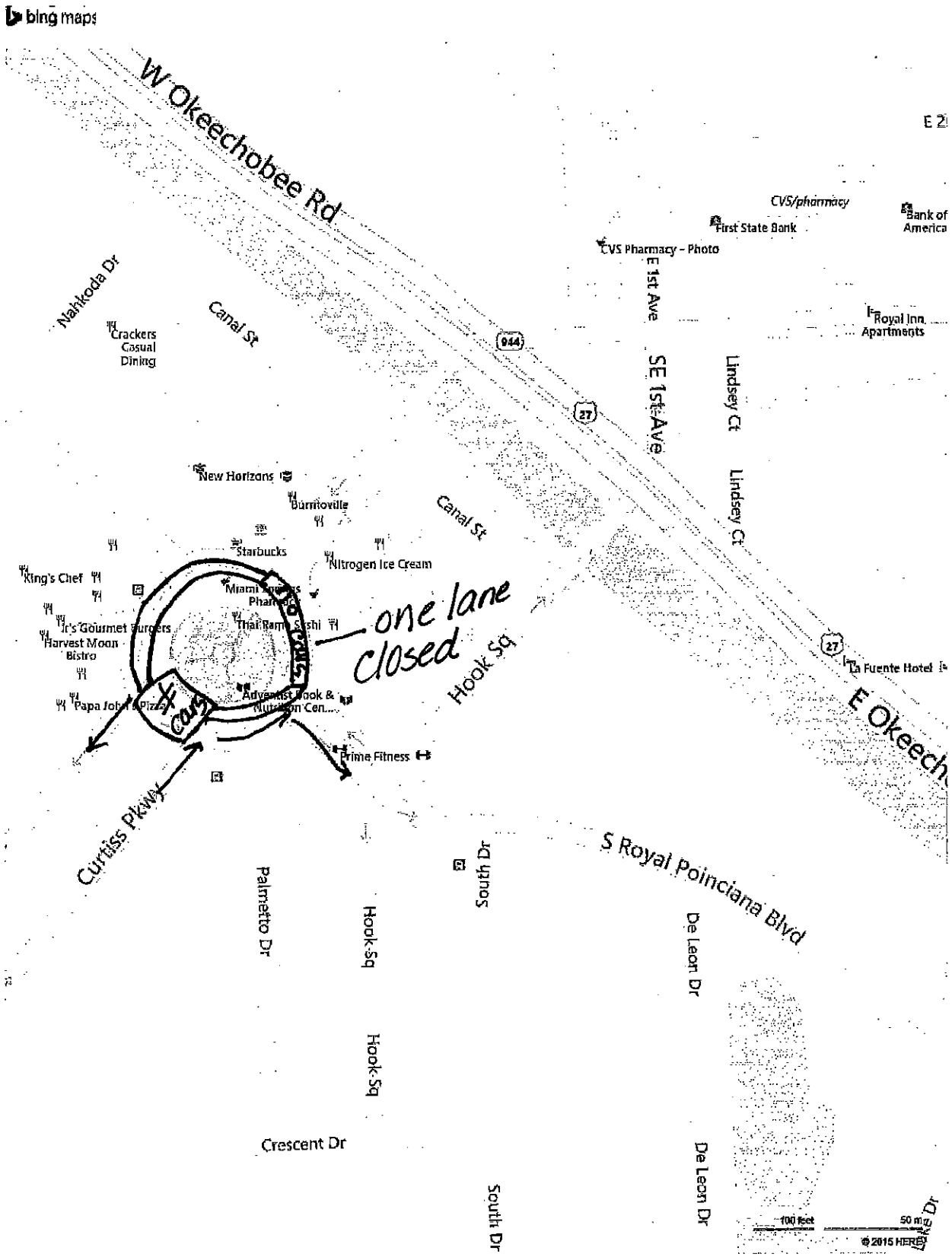
ELAINE MARTIN
Event Lead
MSVGRELAY@gmail.com
(H) 305.883.7738
(C) 305.984.2405

Relay for Life of Miami Springs and Virginia Gardens
Saturday, March 12, 2016

Projected goal for donations including (cash) sponsors		$50,000.00	
Expenses - General			
Advertising	$ 100.00		Kept to a minimum; River Cities Gazette newspaper provides comp articles etc
Printing (flyers, etc.)	$ 100.00		
Kick-off Event	$ 150.00		Facility donated by Lions Club; some food donated by Lions as well
Banner	$ 225.00		use non-ACS vendor this year
Expenses - Event day			
Police presence (crowd)	n/c		Provided in-kind by City of Miami Springs
Public works cleanup	n/c		Provided in-kind by City of Miami Springs
Barricades to redirect traffic	n/c		Provided in-kind by City of Miami Springs
Show stage for live entertainment	*pending*		Requested as in-kind from Miami-Dade County
Luminaria supplies	$ 350.00		Purple glow sticks used for fire safety (purchased through ACS)
Survivor medals	$ 150.00		purchased through ACS
Event T-shirts	$ 550.00		HOPE $100 Club, Event Leaders, Team Captains, Survivors; all purchased through ACS
Portable toilets incl handicap	$ 100.00		Use ACS preferred vendor
Tables/tents/chairs rental	$ 350.00		Use ACS preferred vendor
Sound/DJ	$ 950.00		All live bands donate their services
Expenses - Post event			
Participant fundraising awards	$ 500.00		ACS program for individual fundraisers
Key sponsor recognition	$ 175.00		Handled via ACS
Wrap-up party	$ 250.00		Will be asking Curtiss Mansion for use of their facility again
	$3,950.00	$50,000.00	
Anticipated overall NET fundraising			
for American Cancer Society		$46,050.00	

bing maps

25
27
Canal St
Hook Sq
Cross St
S Royal Poinciana
Hook Sq
South Dr
De Leon Dr
Crescent Dr
Morningside Dr
Morningside Dr
Navarre Dr
Palmetto Dr
Pinecrest Dr
Reinette Dr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CVS/pharmacy
Bank of America
First State Bank
CVS Pharmacy - Photo
E 1st Ave
Royal Inn Apartments
Nahkoda Dr
Canal St
Crackers Casual Dining
944
27
SE 1st Ave
Lindsey Ct
New Horizons
Burnioville
Canal St
Starbucks
Nitrogen Ice Cream
King's Chef
Miami Springs Pharmacy
Thai Ramen & Sushi
It's Gourmet Burgers
Harvest Moon Bistro
one lane closed
Hook Sq
La Fuente Hotel
E Okeech
Papa John's Pizza
Cars
Adventist Book & Nutrition Cen...
Prime Fitness
Curtiss Pkwy
S Royal Poinciana Blvd
South Dr
Palmetto Dr
Hook Sq
De Leon Dr
Hook Sq
Crescent Dr
South Dr
De Leon Dr
100 feet
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IRS Department of the Treasury
Internal Revenue Service

OGDEN UT 84201-0046

In reply refer to: 0423291515
Apr. 15, 2013 LTR 1224C 0
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BODC: TE

AMERICAN CANCER SOCIETY INC
NATIONAL HOME OFFICE
% FINANCE
250 WILLIAMS ST 4TH FLR
ATLANTA GA 30303-1032

003456

Taxpayer Identification Number: 13-1788491

Dear Taxpayer:

Thank you for your correspondence dated Mar. 08, 2013.

Our records indicate that your organization is exempt under Section 501(c) 3 of the Internal Revenue Code.

If you need forms, schedules or publications to respond to this letter, you can obtain them by visiting the IRS website at www.irs.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you have any further questions about your organization's filing requirements, accounting period, or exempt status, please contact our Customer Service Site at 1-877-829-5500.

Whenever you write, please include this letter and, in the spaces below, give us your telephone number with the hours we can reach you. Keep a copy of this letter for your records.

Telephone Number ( )_____ Hours_____

We apologize for any inconvenience we may have caused you, and thank you for your cooperation.

//

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Apr. 15, 2013 LTR 1224C 0
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00013478

AMERICAN CANCER SOCIETY INC
NATIONAL HOME OFFICE
% FINANCE
250 WILLIAMS ST 4TH FLR
ATLANTA GA 30303-1032

Sincerely yours,

Sheila Bronson
Dept. Manager, Code & Edit/Entity 3

Enclosure(s):
Copy of this letter

Memorandum

MIAMI-DADE COUNTY

Date: January 20, 2016

To: Honorable Chairman Jean Monestime
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 the American Cancer Society, Inc. for its "Relay for Life – Miami Springs/Virginia Gardens" event held on March 12, 2016.

In-kind services have been requested in an amount not to exceed $1,400.00 from the Parks, Recreation and Open Spaces Department for the use of a medium showmobile stage. This event will be funded from the balance of District 6 FY 2015-16 In-Kind Reserve Funds.

Edward Marquez
Deputy Mayor

Inkind01561