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

MEMORANDUM

Agenda Item No. 3(A)(3)

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

DATE: February 2, 2016

FROM: Abigail Price-Williams County Attorney

SUBJECT: Resolution authorizing in-kind services for the April 15 through April 17, 2016 "River Cities Festival"

Resolution No. R-92-16

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: February 2, 2016

FROM: Abigail Price-Williams
County Attorney

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

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)(3)
2-2-16

RESOLUTION NO. R-92-16

RESOLUTION AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE APRIL 15 THROUGH APRIL 17, 2016 "RIVER CITIES FESTIVAL" SPONSORED BY THE HIALEAH-MIAMI SPRINGS ROTARY CHARITABLE FOUNDATION, INC. IN AN AMOUNT NOT TO EXCEED $5,250.00 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 6 FY 2015-16 IN-KIND RESERVE FUND

WHEREAS, the Hialeah-Miami Springs Rotary Charitable Foundation, Inc. has requested in-kind services from the Parks, Recreation and Open Spaces Department for the April 15 through April 17, 2016 "River Cities Festival" event in an amount not to exceed $5,250.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the purpose of the "River Cities Festival" is to, among other things, celebrate activities on the Miami River, support community reunions, provide fun activities for families and benefit the charities supported by the Hialeah-Miami Springs Rotary Charitable Foundation, Inc.; and

WHEREAS, the Hialeah-Miami Springs Rotary Charitable Foundation, Inc. is a not-for-profit organization; and

WHEREAS, the "River Cities Festival" is a major event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and $5,250.00 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 April 15 through

April 17, 2016 "River Cities Festival" sponsored by the Hialeah-Miami Springs Rotary Charitable Foundation, Inc. in an amount not to exceed $5,250.00 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 **Sally A. Heyman**, who moved its adoption. The motion was seconded by Commissioner **José "Pepe" Diaz** 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	**absent**
Sen. Javier D. Souto	**absent**	Xavier L. Suarez	**aye**
Juan C. Zapata	**aye**		

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

NTY 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. 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.

1. Full legal name of the requesting organization: Hialeah - Miami Springs Rotary Charitable Foundation Inc

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.):
Tom Curtis, 53 Curtiss Parkway
Miami Springs, FL 33166 305 887-1234
Fax 305 477 1346 cell: 786 262 4616 newtcurtis@curtispcb.net

4. Specify fee waiver or in-kind service requested (quantify, if applicable):
Fee waiver for Main Stage on the Circle in Miami Springs for the River Cities Festival April 15 - 17, 2016

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries):
River Cities Festival April 15-17, 2016
Annual event celebrating activities
on The Miami River community reunions,
and family fun to benefit the charities
of The Hialeah-Miami Springs Rotary Club

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)): The Circle in Miami Springs and along Canal Street on the Miami River within Commissioner Rebeca Sosa's Miami-Dade County District 6

8. Description of regional or local impact: Bring people to Miami Springs to see the unique aspects of the Community. Support local businesses along with non-profit and for-profit vendors. Support local arts, music, athletic and conservation events

9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable):
Set-up Thursday April 14 7PM to Friday April 15
Break-down Sunday April 17 10PM to Monday April 18
Event opens Friday April 15 5:30pm
Event closes Sunday April 17, 9:00 pm

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

11. Expected number of participants and estimated attendance (per day, if applicable): Friday April 15, 2000 Saturday April 16, 5000 Sunday April 17, 3000

12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): Budget enclosed

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

Signature of Authorized Representative

9/2/15
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: Hialeah Miami Springs Rotary Charitable Foundation, Inc.

EQUIPMENT REQUESTED: Showmobile Large

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Commissioner Rebeca Sosa, Commission District #6

OR INDEX CODE (MIAMI-DADE AGENCIES ONLY):

BILLING ADDRESS/ZIP CODE: 111 NW 1st Street Suite 228

NAME/TITLE OF THE EVENT: Springs River Festival 2016

ADDRESS OF EVENT: 1 Curtiss Parkway On The Circle

TODAY'S DATE: 10/16/15

DATE (S) & TIME OF EVENT: 04/15 – 17/16 5:00 PM – 10:00 PM

SET-UP TIME & DAY: 04/14/16 2:00 PM

TAKE-DOWN TIME & DAY: 04/17/16 10:30 PM

CONTACT PERSON/PHONE: Lynn Brooks 305-542-3984

AT SITE CONTACT/CELL PHONE#:

SPECIAL INSTRUCTIONS: Direction Item(s) are to be placed, maps, diagrams, etc.

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: $5,250.00 In-kind District #6**

*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Signature: Rebeca Sosa

Commissioner Rebecca Sosa

Agency/Group: Commission District #6

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.

Late equipment arrivals, please call (786) 236-7926

0000025 07/29/11

Consumer's Certificate of Exemption

DR-14
R. 04/11

Issued Pursuant to Chapter 212, Florida Statutes

Certificate Number	Effective Date	Expiration Date	Exemption Category
85-8012840508C-9	07/22/2011	07/31/2016	501(C)(3) ORGANIZATION

This certifies that

HIALEAH MIAMI SPRINGS ROTARY CHARITABLE
FOUNDATION INC
168 HIALEAH DR
HIALEAH FL 33010-5250

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.

Important Information for Exempt Organizations

DR-14
R. 04/11

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).

2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.

3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.

4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).

5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.

6. If you have questions regarding your exemption certificate, please contact the Exemption Unit of Account Management at 800-352-3671. From the available options, select "Registration of Taxes," then "Registration Information," and finally "Exemption Certificates and Nonprofit Entities." The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

1-800-HELP-FLA (435-7352)
www.800helpfla.com
www.freshfromflorida.com

EIN 65-1065383

DIVISION OF CONSUMER SERVICES
2005 APALACHEE PKWY
TALLAHASSEE FL 32399-6500

FLORIDA DEPARTMENT OF AGRICULTURE & CONSUMER SERVICES
COMMISSIONER ADAM H. PUTNAM

January 9, 2013 Refer To: CH12284

HIALEAH-MIAMI SPRINGS ROTARY CHARITABLE FOUNDATION, INC.
PO BOX 111635
HIALEAH, FL 33011-1635

RE: HIALEAH-MIAMI SPRINGS ROTARY CHARITABLE FOUNDATION, INC.
REGISTRATION#: CH12284
EXPIRATION DATE: December 15, 2013

Dear Sir or Madam:

The above-named organization/sponsor has complied with the registration requirements of Chapter 496, Florida Statutes, the Solicitation of Contributions Act. A COPY OF THIS LETTER SHOULD BE RETAINED FOR YOUR RECORDS.

Every charitable organization or sponsor which is required to register under s. 496.405 must conspicuously display the registration number issued by the Department and in capital letters the following statement on every printed solicitation, written confirmation, receipt, or reminder of a contribution:

"A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800-435-7352) WITHIN THE STATE. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE."

The Solicitation of Contributions Act requires an annual renewal statement to be filed on or before the date of expiration of the previous registration. The Department will send a renewal package approximately 60 days prior to the date of expiration as shown above.

Thank you for your cooperation. If we may be of further assistance, please contact the Solicitation of Contributions section.

Sincerely,

Sherni Neal

Sherni Neal
Regulatory Consultant
850-410-3680
Fax: 850-410-3804
E-mail: sherni.neal@freshfromflorida.com

2016 River Cities Festival Operating Budget
April 15-17, 2016 Miami Springs, Florida

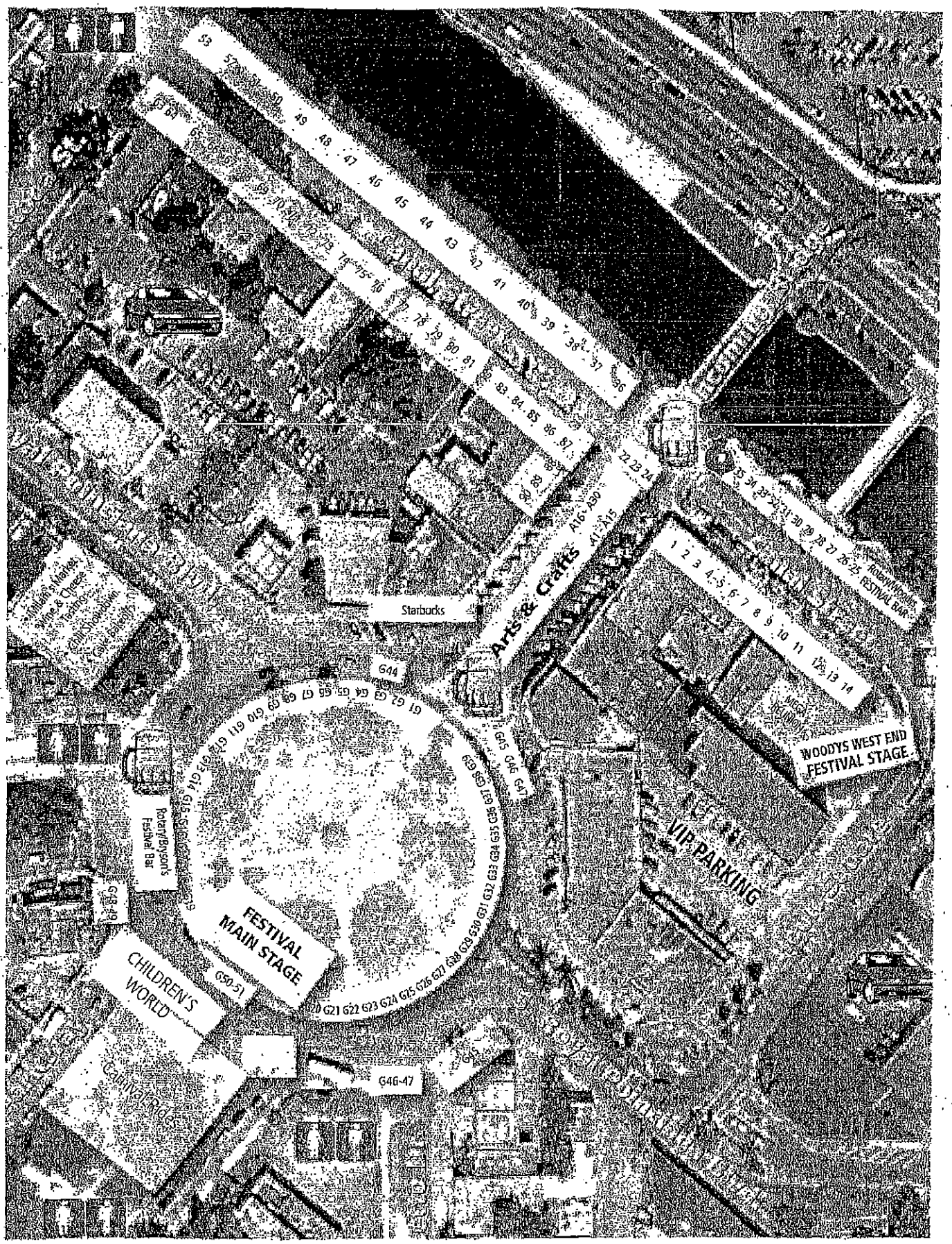
Expenses

Security/Police	$12,000
Public Works	$15,000
Canal Street Stage Rental Miami-Dade County	$1,230
Rental tents, tables, chairs etc.	$3,000
Marketing and promotion	$5,000
Electrical & water expense	$4,000
Festival logo posters, shirts, hats, etc.	$7,000
Children's World	$12,500
Beverages	$25,000
Entertainment, sound, staging	$20,000
Mega Reunion miscellaneous	$2,000
Casual labor set-up, break-down	$2,000
Miscellaneous	$2,000
TOTAL	$110,730

Revenues

Vendor fees	$28,000
Arts & Crafts exhibitor fees	$3,000
Festival logo merchandise sales	$9,000
Beverages	$50,000
Children's World ticket sales	$25,000
Sponsorships, in-kind contributions	$15,000
TOTAL	$130,000

53 Curtiss Parkway • Miami Springs, FL 33166 • 305.887.1234 • fax:


Starbucks
Arts & Crafts
Rotary/Bysons Festival Bar
FESTIVAL MAIN STAGE
CHILDREN'S WORLD
Carnival Rides
WOODYS WEST END FESTIVAL STAGE
VIP PARKING
G44
G46-47
G48-49
G50-51

Memorandum

MIAMI-DADE COUNTY

Date: February 2, 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 Hialeah-Miami Springs Rotary Charitable Foundation, Inc. for its "River Cities Festival" event, which was held on April 15 through April 17, 2016.

In-kind services have been requested from the Parks, Recreation and Open Spaces Department in the amount of $5,250.00 for the use of one (1) large showmobile. This event will be funded from the balance of District 6 FY 2015-16 In-Kind Reserve Funds.

Edward Marquez
Deputy Mayor

Inkind01557