

# Memorandum



**Date:** November 7, 2013

**To:** Joel Hoffman, Executive Director  
Vizcaya Museum and Gardens

**From:** Honorable Carlos A. Gimenez  
Mayor 

**Subject:** Approval of Fee Waiver for the December 11, 2013 Beacon Council event at Vizcaya Museum and Gardens

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I am approving a fee waiver in an amount not to exceed \$16,000 for the December 11, 2013 Beacon Council ***Project Recognition / Key Ceremony***. Approximately 200 guests are expected.

This non-fundraising event will be a great opportunity to thank and recognize companies that have made Miami-Dade County their home and highlight the significance of job creation in our community.

The Beacon Council has chosen to host this event at Vizcaya Museum and Gardens to showcase this National Historic Landmark in our community and underscore the public-private partnerships we hold. In addition to The Beacon Council membership at large, members of the international business community, Board of County Commissioners, and local Mayors will be in attendance.

As you know, Ordinance No. 08-127 grants the authority to the Mayor to administratively waive or reduce the rental fees for use of Vizcaya with a maximum per calendar year based on certain criteria. This event meets the criteria and as such, I am recommending a waiver of fees for the event. Please reach out to Mr. Larry K. Williams' office at (305) 579-1323 to ensure that you have all the necessary information for the event.

c: Lisa M. Martinez, Senior Advisor, Office of the Mayor

Vizcaya Museum and Gardens  
Estimated Cost Breakdown

Event: Beacon Council  
Reception

Date: Wednesday, December 11, 2013  
Guests: 200 estimated  
Hours: 6:30 p.m. - 11:00 p.m.

Base Facility Rental Fee - Premium Night	\$ 7,500.00
75 additional guests over 125 @ \$25 each	\$ 1,875.00
0 additional hours past 11pm @ \$1,500 each	\$ 0.00
7% Sales Tax	\$ 656.25
Required Dumpsters	\$ 0.00
Required Electrician	\$ 0.00
<b>Facility Rental Total</b>	<b>\$10,031.25</b>

Comments

The Facility Rental Total *does not include optional* items such as tents and accessories. Police assistance, if needed for security or traffic control, is not included in the Facility Rental Total

In 2012 this organization hosted an event at Vizcaya and received approval to have their event costs waived; the value of the fee waiver was \$15,025.00.

Direct Cost: \$2,900.00