

## **MEMORANDUM**

Agenda Item No. 3(A)(5)

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**TO:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

**DATE:** November 15, 2022

**FROM:** Geri Bonzon-Keenan  
County Attorney

**SUBJECT:** Resolution retroactively  
authorizing in-kind services  
from the Parks, Recreation and  
Open Spaces Department for  
the December 22, 2021  
"Colombian Holiday"  
sponsored by Chairman Jose  
"Pepe" Diaz in an amount of  
\$1,230.00 to be funded from  
the balance of the District 11  
FY 2021-22 In-Kind Reserve

Resolution No. R-1079-22

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The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor  
Chairman Jose "Pepe" Diaz.



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Geri Bonzon-Keenan  
County Attorney

GBK/ks



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

**DATE:** November 15, 2022

**FROM:**   
Gen Bonzon-Keenan  
County Attorney

**SUBJECT:** Agenda Item No. 3(A)(5)

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 present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) \_\_\_\_ 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)(5)  
11-15-22

RESOLUTION NO. \_\_\_\_\_ R-1079-22

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE DECEMBER 22, 2021 “COLOMBIAN HOLIDAY” SPONSORED BY CHAIRMAN JOSE “PEPE” DIAZ IN AN AMOUNT OF \$1,230.00 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 11 FY 2021-22 IN-KIND RESERVE

**WHEREAS**, Chairman Jose “Pepe” Diaz has requested in-kind services from the Parks, Recreation and Open Spaces Department for the December 22, 2021 “Colombian Holiday” in an amount of \$1,230.00 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS**, the “Colombian Holiday” is a traditional and family-oriented celebration, which showcases the Colombian culture; and

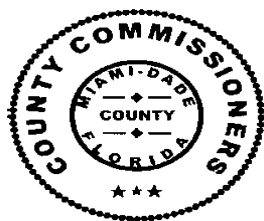
**WHEREAS**, the “Colombian Holiday” is a district event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and \$1,230.00 of the in-kind services shall be funded from the balance of the District 11 FY 2021-22 In-Kind Reserve,

**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 Parks, Recreation and Open Spaces Department for the December 22, 2021 “Colombian Holiday” sponsored by Chairman Jose “Pepe” Diaz in an amount of \$1,230.00 to be funded from the balance of the District 11 FY 2021-22 In-Kind Reserve.

The Prime Sponsor of the foregoing resolution is Chairman Jose “Pepe” Diaz. It was offered by Commissioner **Rebeca Sosa**, who moved its adoption. The motion was seconded by Commissioner **Oliver G. Gilbert, III** and upon being put to a vote, the vote was as follows:

|                                       |            |                        |               |
|---------------------------------------|------------|------------------------|---------------|
| Jose “Pepe” Diaz, Chairman            | <b>aye</b> |                        |               |
| Oliver G. Gilbert, III, Vice-Chairman | <b>aye</b> |                        |               |
| Sen. René García                      | <b>aye</b> | Keon Hardemon          | <b>aye</b>    |
| Sally A. Heyman                       | <b>aye</b> | Danielle Cohen Higgins | <b>aye</b>    |
| Eileen Higgins                        | <b>aye</b> | Kionne L. McGhee       | <b>aye</b>    |
| Jean Monestime                        | <b>aye</b> | Raquel A. Regalado     | <b>aye</b>    |
| Rebeca Sosa                           | <b>aye</b> | Sen. Javier D. Souto   | <b>absent</b> |

The Chairperson thereupon declared this resolution duly passed and adopted this 15<sup>th</sup> day of November, 2022. 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

**Basia Pruna**

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

RC

Ryan Carlin



**SHOWMOBILES, STAGES, BLEACHERS,  
AND SOUND PRODUCTION**  
**(305) 226-8315 Ext. 5/(305) 553-8511 (Fax)**

**EQUIPMENT (S) CONFIRMATION FORM**

ORGANIZATION/AGENCY: Commissioners Joe Martinez

EQUIPMENT REQUESTED: Shelter, Audio system, and  
Mobile light

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Commissioner Joe Martinez

OR INDEX CODE (MIAMI-DADE AGENCIES ONLY): \_\_\_\_\_

BILLING ADDRESS/ZIP CODE: 111 NW 1 Street, Miami, FL  
33128

NAME/TITLE OF THE EVENT: Colombian Holiday Event

ADDRESS OF EVENT: 6805 SW 152 Ave, Miami, FL 33193

TODAY'S DATE: 12/10/2021 DATE (S) & TIME OF EVENT: 12/22/21 7pm

SET-UP TIME & DAY: 5:30 pm 12/22/21

TAKE-DOWN & DAY: 9:30 pm 12/22/21

CONTACT PERSON/PHONE: Roni Oves 786-828-8014

AT SITE CONTACT/CELL PHONE#: Cristhian Mancera 786-266-3791

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 also understand that the total fee is to be remitted (15) fifteen working days before the event.

\*Fee: \$ 1,230.00

\*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Signature: \_\_\_\_\_

Agency/Group: \_\_\_\_\_

**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

**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:

Office of Management and Budget  
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.\*\***

Commissioner sponsoring event Joe A. Martinez

1. Full legal name of the requesting organization: Joe A. Martinez

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.): \_\_\_\_\_

Roni Oves 786-828-8014  
Cristhian Mejia 786-266-3791

4. Specify fee waiver or in-kind service requested (quantify, if applicable): \_\_\_\_\_

Shelter - \$240.00  
Audio System - \$900.00  
Mobile Light \$90.00

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

Servicolex Novena Event  
Wednesday, 12/22/21 from 7pm to 9 pm  
Colombian Holiday Event

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)): District 11

6805 SW 152 Ave  
Miami, FL 33193

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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): \_\_\_\_\_

\_\_\_\_\_

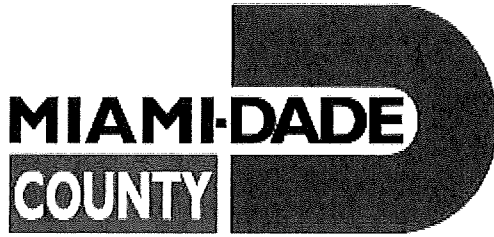
12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): \_\_\_\_\_

\_\_\_\_\_

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

  
\_\_\_\_\_  
Signature of Authorized Representative

12/10/21  
Date



Miami Dade County Parks, Recreation, and  
Open Spaces  
275 NW 2nd Street  
Miami, FL 33128  
305-755-7910  
parksinfo@miamidade.gov  
<http://www.miamidade.gov/parks/>

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**Registration/Payment Receipt 23924711**

12/10/2021 08:52 AM

**Account Information**

Miami Dade Commission District 11  
4081 SW 152 Ave  
Miami, FL 33185 United States

**Received By**

Katrina Perez at Westwind Lakes Park

| Item                                                                                                                           | Balance Due | Amount Paid |
|--------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|
| Westwind Lakes Park Open Area 2 Dec 22, 2021 9:00 AM-9:00 PM - Open Area Rental 0 - 75 People: \$100/Multi-Day - PERMIT #15886 | \$215.00    | \$0.00      |
| Application Fee                                                                                                                | \$25.00     | \$0.00      |

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|                          |                 |
|--------------------------|-----------------|
| <b>Change in Balance</b> | <b>\$240.00</b> |
|--------------------------|-----------------|

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|                                                       |                   |
|-------------------------------------------------------|-------------------|
| <b>Account Balance</b><br>(As of 12/10/2021 08:52 AM) | <b>\$1,588.50</b> |
|-------------------------------------------------------|-------------------|

**Transaction Notes**

Special Event: Servicolex Novena Navidena (Colombian Holiday Event)

on Wednesday, 12/22/2021 from 7 PM to 9 PM

For Open Area (\$100), Shelter 4 (\$115), and Application Fee (\$25)

**Prompt(s)**

What type of event will you be hosting? Servicolex Novena Navidena

Did you use the most current MDC Vendor Party List? No

Please provide the vendor(s) name(s). If you are not using a vendor, please type None. n/a

You will be asked if you want to save your credit card information on file in the next screen. By saving your card on file, you are hereby authorizing Miami-Dade County Parks, Recreation and Open Spaces to charge your credit card on file for agreed upon purchases. Credit card information is not retained by Miami-Dade County.  
Agreed

How many people are you expecting for your event? (Miami Dade Commission District 11) 50

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Thank you for connecting with us! We hope that you will enjoy your experience with Miami Dade County Parks. If you have any questions or issues, please contact us via the information listed above.

# Memorandum



**Date:** November 15, 2022

**To:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County  
Commissioners

**From:** Daniella Levine Cava  
Mayor

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

A handwritten signature in blue ink, reading "Daniella Levine Cava".

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A retroactive waiver for in-kind services has been requested by Commission District 11 for a "Colombian Holiday" event held on December 22, 2021.

In-kind services have been requested in amount not to exceed \$1,230.00 from the Parks, Recreation and Open Spaces Department towards the utilization of a shelter, audio system, and mobile light. This event will be funded from the balance of District 11 FY 2021-22 In-Kind Reserve Fund.

A handwritten signature in blue ink, reading "Edward Marquez".  

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Edward Marquez  
Chief Financial Officer