

MEMORANDUM

Agenda Item No. 3(A)(1)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: May 7, 2024

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Resolution retroactively
authorizing in-kind services from
the Parks, Recreation and Open
Spaces Department for the April
12 through April 14, 2024 “River
Cities Festival” sponsored by the
Miami Springs River Cities
Festival, Inc. in an amount of
\$4,700.00 to be funded from the
balance of the District 6 FY
2023-24 In-Kind Reserve

Resolution No. R-348-24

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Kevin Marino Cabrera.


Geri Bonzon-Keenan
County Attorney

GBK/ks



MEMORANDUM

(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: May 7, 2024

FROM: 
Gen Bonzon-Keenan
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 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)(1)
5-7-24

RESOLUTION NO. R-348-24

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE APRIL 12 THROUGH APRIL 14, 2024 “RIVER CITIES FESTIVAL” SPONSORED BY THE MIAMI SPRINGS RIVER CITIES FESTIVAL, INC. IN AN AMOUNT OF \$4,700.00 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 6 FY 2023-24 IN-KIND RESERVE

WHEREAS, the Miami Springs River Cities Festival, Inc. has requested in-kind services from the Parks, Recreation and Open Spaces Department for the April 12 through April 14, 2024 “River Cities Festival” in an amount of \$4,700.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the “River Cities Festival” is a family event featuring fun and safe community activities and celebrating the unique aspects of Miami Springs, while serving as a fundraiser for local organizations; and

WHEREAS, the “River Cities Festival” is a special event, as that term is defined in the attached Fee Waiver/In-Kind Service Application, and \$4,700.00 of the in-kind services shall be funded from the balance of the District 6 FY 2023-24 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 April 12 through April 14, 2024 “River Cities Festival” sponsored by the Miami Springs River Cities Festival, Inc. in an amount of \$4,700.00 to be funded from the balance of the District 6 FY 2023-24 In-Kind Reserve.

The Prime Sponsor of the foregoing resolution is Commissioner Kevin Marino Cabrera. It was offered by Commissioner **Raquel A. Regalado**, who moved its adoption. The motion was seconded by Commissioner **Danielle Cohen Higgins** and upon being put to a vote, the vote was as follows:

Oliver G. Gilbert, III, Chairman	aye		
Anthony Rodriguez, Vice Chairman	aye		
Marleine Bastien	aye	Juan Carlos Bermudez	aye
Kevin Marino Cabrera	aye	Sen. René García	absent
Roberto J. Gonzalez	aye	Keon Hardemon	aye
Danielle Cohen Higgins	aye	Eileen Higgins	aye
Kionne L. McGhee	aye	Raquel A. Regalado	aye
Micky Steinberg	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 7th day of May, 2024. 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

JUAN FERNANDEZ-BARQUIN, CLERK

By: **Basia Pruna**
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

RC

Ryan Carlin

**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. 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 Cabrera

1. Full legal name of the requesting organization: Miami Springs River Cities Festival

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.): _____

Juliana Arias, 129 Flagler Dr. Miami Springs, FL 33166
786 355 7151, Rivercitiesfestival@gmail.com

4. Specify fee waiver or in-kind service requested (quantify, if applicable): stage mobile for
presentation and concerts during festival. in kind
value of \$4,700

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

Name: River Cities Festival

Date: April 12-14, 2024

Description: Traditional city festival that promotes community growth and serves as a fundraiser for local organizations.

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)): City of Miami Springs
at circle park and surrounding area. 45 Curtiss
Parkway. District 6

8. Description of regional or local impact: Festival brings guests from local
surrounding communities to the Miami Springs area
and neighboring cities. creating awareness and economic
stimulus to local businesses. In addition, festival activities
encourage physical and cultural growth

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

Friday, April 12 - 10am- 4pm load in 5pm-12am event.

Saturday, April 13 - 12pm- 12am - event day two

Sunday, April 14 - 12pm- 9pm event, 9- 12am load out.

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

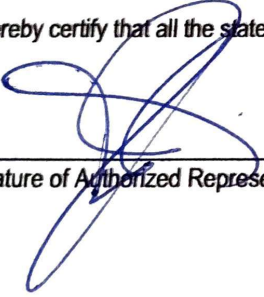
applicable): Festival will run down Westward Drive around
circle park and Curtiss Parkway and run East and
West on Canal Street.

11. Expected number of participants and estimated attendance (per day, if applicable): 3,000-5,000 per 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): \$35k for police and public work, \$12,000 for
entertainment, \$10k for tents and rentals, \$10k for misc.

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



Signature of Authorized Representative

3/12/2024

Date



SHOWMOBILES, STAGES, BLEACHERS, AND SOUND PRODUCTION (305) 226-8315 Ext. 5

EQUIPMENT (S) CONFIRMATION FORM

ORGANIZATION/AGENCY: River Cities Festival, Inc.

EQUIPMENT REQUESTED: Showmobile Large

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Commissioner Kevin Marino Cabrera
Commission District 6

OR INDEX CODE (MIAMI-DADE AGENCIES ONLY): N/A

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

NAME/TITLE OF THE EVENT: Miami Spring River Cities Festival

ADDRESS OF EVENT: 53 Curtiss Parkway Miami Spring, FL

TODAY'S DATE: 02/27/24

DATE (S) & TIME OF EVENT: 04/12/24 - 04/14/24

SET-UP TIME & DAY: 04/11/24 2 PM

TAKE-DOWN TIME & DAY: 04/14/24 11:00 PM

CONTACT PERSON/PHONE: Lynne 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: \$4,700.00 in-kind District #6

Signature: _____

*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Commissioner Kevin Marino Cabrera

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

MDC008

Memorandum



Date: May 7, 2024

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor 

Subject: District Specific In-Kind Request

A retroactive waiver of in-kind services has been requested by the Miami Springs River Cities Festival, Inc. for their “River Cities Festival” event held between April 12 through April 14, 2024.

In-kind services have been requested in an amount not to exceed \$4,700.00 from the Parks, Recreation and Open Spaces Department for the use of a large show mobile. This event will be funded from the balance of District 6 FY 2023-24 In-Kind Reserve Fund.



Carladenise Edwards
Chief Administrative Officer