

MEMORANDUM

Agenda Item No. 3(A)(11)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

DATE: March 18, 2025

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Resolution retroactively
authorizing in-kind services from
the Parks, Recreation and Open
Spaces Department for the
January 18, 2025 "Health and
Wellness Fair" sponsored by the
Miami Springs Woman's Club in
an amount of \$1,400.00 to be
funded from the balance of the
District 6 FY 2024-25 In-Kind
Reserve

Resolution No. R-275-25

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/jp



MEMORANDUM (Revised)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

DATE: March 18, 2025

FROM: 
Glen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 3(A)(11)

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 ____, majority plus one ____, 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) ____, 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)(11)
3-18-25

RESOLUTION NO. R-275-25

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE JANUARY 18, 2025 “HEALTH AND WELLNESS FAIR” SPONSORED BY THE MIAMI SPRINGS WOMAN’S CLUB IN AN AMOUNT OF \$1,400.00 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 6 FY 2024-25 IN-KIND RESERVE

WHEREAS, the GFWC Miami Springs Woman’s Club, Inc. has requested in-kind services from the Parks, Recreation and Open Spaces Department for the January 18, 2025 “Health and Wellness Fair” in an amount of \$1,400.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the “Health and Wellness Fair” is a free community-based event that promotes healthy living by providing resources and presentations to those in attendance; and

WHEREAS, the “Health and Wellness Fair” is a small 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 2024-25 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 January 18, 2025 “Health and Wellness Fair” sponsored by the GFWC Miami Springs Woman’s Club, Inc. in an amount of \$1,400.00 to be funded from the balance of the District 6 FY 2024-25 In-Kind Reserve.

The Prime Sponsor of the foregoing resolution is Commissioner Kevin Marino Cabrera. It was offered by Commissioner **Roberto J. Gonzalez** , who moved its adoption. The motion was seconded by Commissioner **Kionne L. McGhee** and upon being put to a vote, the vote was as follows:

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

The Chairperson thereupon declared this resolution duly passed and adopted this 18th day of March, 2025. 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 Kevin Marino Cabrera

1. Full legal name of the requesting organization: General Federation of Womens Clubs
Miami Springs for City Health Fair

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.):

Elizabeth Kourtesis Fisher 305 434 2003
448 Lark Ave, Miami Springs Fl. 33166
Lionelizfisher@gmail.com

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

Stage for Event (including Speakers
and programs on stage for use)

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

Free City Health and Wellness Fair.
No cost to community, no cost to
the 60+ entities providing tables,
resources + presentations.
9th year of this city fair.

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)): _____

200 Westward Drive, across from
City Hall. Park Street Closure for
fair as well. Inside is Woman's Club.

8. Description of regional or local impact: _____

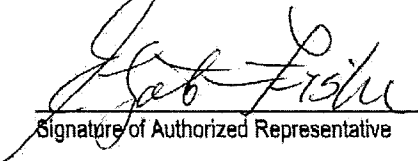
Impacts about 350-400 attendees
plus over 100 presentors from Hospitals,
Non profit health programs, city - state
services, + local community programming.

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

Event is from 10 am to 2 pm.
Street Closure begins at 6:30 am for Setup.
Breakdown by 4 pm, street reopens.

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): Event venue is Outdoors on Park Street in Miami Springs, directly across from City Hall. Indoors is the Miami Springs Womens Club with bathroom & kitchen facilities.
11. Expected number of participants and estimated attendance (per day, if applicable): 350-400 from Community, 100+ from 60 entities represented
12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): Hosted by non-profit Miami Springs Womens Club. 2 sponsors @ \$500. covers tents outdoors & newspaper publicity. All other items & presentations are donated.

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


Signature of Authorized Representative

1/14/25
Date

Event flyer with participants attached.



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

EQUIPMENT (S) CONFIRMATION FORM

ORGANIZATION/AGENCY: General Federation of Women's Club – Miami Springs
Women's Club

EQUIPMENT REQUESTED: Stage 24' x 40'

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

CHARTFIELD INFO (MIAMI-DADE AGENCIES ONLY): _____

BILLING ADDRESS/ZIP CODE: 111 NW 1 Street Suite 320 Miami, FL 33128

NAME/TITLE OF THE EVENT: Miami Springs Women's Club Health and Wellness Event

ADDRESS OF EVENT: 200 Westward Drive Miami Springs, FL

TODAY'S DATE: 01/14/25 DATE (S) & TIME OF EVENT: 01/18/25 10AM - 2PM

SET-UP TIME & DAY: 7:30AM 01/18/25

TAKE-DOWN & DAY: 3PM 01/18/25

CONTACT PERSON/PHONE: Omar Luna 305-733-4319

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: \$1,400.00 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

Memorandum



Date: March 18, 2025

To: Honorable Chairman Anthony Rodriguez
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 GFWC Miami Springs Woman's Club, Inc. for their "Health and Wellness Fair" event held on January 18, 2025.

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 utilization of a 24' x 40' stage. This event will be funded from the balance of District 6 FY 2024-25 In-Kind Reserve Fund.



Carladenise Edwards
Chief Administrative Officer