

RESOLUTION No. 16-217

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, APPROVING AN OUTDOOR EVENT PERMIT FOR THE SOUTH FLORIDA SENIOR GAMES TO HOST THE "SOUTH FLORIDA SENIOR GAMES" AT DORAL CENTRAL PARK, LOCATED AT 3000 NW 87 AVE ON SATURDAY, OCTOBER 29, 2016 FROM 7:00AM TO 6:00PM AND SUNDAY, OCTOBER 30, 2016 FROM 5:30AM TO 11:00AM; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the South Florida Senior Games ("Applicant") seeks approval from the City of Doral for an Outdoor Event Permit, as per the Application attached hereto as Exhibit "A"; and

WHEREAS, staff has recommended that Council approve the Applicant's proposed Outdoor Event Permit to host the "South Florida Senior Games" on Saturday, October 29, 2016 from 7:00am to 6:00pm and Sunday, October 30, 2016 from 5:30am to 11:00am at Doral Central Park located at 3000 NW 87th Ave, Doral, FL 33172.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are confirmed, adopted, and incorporated herein and made a part here of by this reference.

Section 2. Approval. The outdoor event permit for the "South Florida Senior Games" is hereby approved subject to the following conditions:

1. Applicant shall comply with the comments set forth by the Parks and Recreation Department, in Exhibit "B";
2. Applicant shall comply with the comments made by the City of Doral Police Department, in Exhibit "C"; and

3. Applicant shall comply with acquiring all required permits and performing the necessary inspections prior to event start, provided by the City of Doral Building Department.

All exhibits are incorporated herein and made a part hereof by this reference.

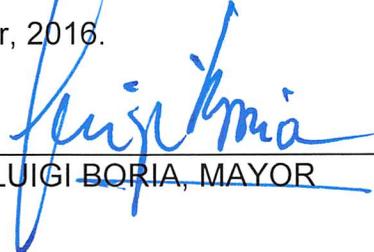
Section 3. Implementation. The City Manager and the City Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of this resolution.

Section 4. Effective Date. This Resolution shall take effect immediately upon adoption.

The foregoing Resolution was offered by Councilmember Ruiz who moved its adoption. The motion was seconded by Councilmember Cabrera and upon being put to a vote, the vote was as follows:

Mayor Luigi Boria	Yes
Vice Mayor Christi Fraga	Yes
Councilman Pete Cabrera	Yes
Councilwoman Ana Maria Rodriguez	Yes
Councilwoman Sandra Ruiz	Yes

PASSED AND ADOPTED this 12 day of October, 2016.



LUIGI BORIA, MAYOR

ATTEST:



CONNIE DIAZ, GMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFIENCY
FOR THE USE AND RELIANCE OF THE CITY OF DORAL ONLY:



WEISS, SEROTA, HELFMAN, COLE & BIERMAN, P.L.
CITY ATTORNEY

- Public Property Event Permit
- Special Private Property Event Permit



**CITY OF DORAL
PLANNING & ZONING DEPARTMENT
OUTDOOR EVENT PERMIT**

Special Event South Florida Senior Games Class _____
 Promoter/Organization South Florida Senior Games
 Facility Address 3000 NW 87 ave Doral, FL 33172 Dates 28-30 Oct ^{or} 4-6 Nov.
 Hours of Operation 6:30 am to 6:00 pm Estimated Attendance/Day 300

TYPE OF EVENT:

Music Parade Art Show TV Commercial Movie Filming
 Athletic Other (specify) _____

EXTRAORDINARY USES:

Animals Firearms Explosives/Fireworks Road Closures Cooking
 Alcoholic Beverages served* Tents/temp structures Aircraft
 Other (specify) Small stage.

* For events where alcoholic beverages will be served, page three of this application must be filled out.

Approved: (Initials & Date)

City Manager _____
 Planning & Zoning Director _____
 Building Official [Signature] 9.21.2016

Permit(s) Required? Yes _____ No Type(s) B E P F _____

Parks & Recreation Director _____
 Police Department _____
 Fire Department _____

Please be advised that a Building permit and fee may be required.

OUTDOOR EVENT APPLICATION

Date of Application

Name of Person or Organization (Permittee) South Florida Senior Games

Mailing Address 3625 NW 82 ave suite 407 Miami, FL 33136

Represented By Sindy Bonilla Title Manager

Phone 786 473 9847 Fax _____

Is your organization For-profit _____ Non-Profit _____

Location or Park Area requested Doral Central Park

Describe fully the space required for your event, and how your event will contribute to the benefit of the community

The benefit is to have a social & healthy time for our senior citizens make them feel active.

What type of entertainment is planned, include performer(s) name(s) and/or group(s) name(s)

5k & cycling and a stage to provide them the medals.

Dates of Event 28-30 Oct or NOV 4-6

Rain Date (if any) _____

Period of Requested Use (Including Set-up / Tear-down and Clean-up time):

From 6:00 am To 6:00 pm

Hours of Operations _____

Estimated Size of Crowd: Participants 200 Spectators 100

Who is the contact person for your event?

Name Sindy Bonilla

Address 3625 NW 82 ave, miami, FL 33136

Agency South Florida Senior Games

Telephone 786 536 6489

OUTDOOR EVENT HISTORY

List the five (5) last events sponsored by your organization and where they were held. Please include the event name, date, total attendance, problems (if any), location of event, phone number of event location, and contact name for reference.

1. Not applicable

2. _____

3. _____

4. _____

5. _____

Do you owe anyone money for expenses incurred or revenue promised from prior events?

Date	Event	Person	Amount Owed

OUTDOOR EVENT BUDGET

Detail fully the intended use, type of business and scope of operation

DETAILED REVENUE

Source	Price	Total Amount of Income
Inscriptions fee	\$30 ⁰⁰ Per Person	\$4,500 Approx
Total Revenue		

DETAILED EXPENDITURES

Item	Total Amount of Expense
4 tents	\$130.00 x 4 = \$520.00
6 tables	\$10.00 x 6 = \$60.00
8 chairs	\$8.62 x 8 = \$69.00
Finish line structure	
4 banners	
Total Expenses	
Net Income Expected	

(Cost per day)

DETAILED IN KIND SERVICES

Item	Value of Contribution
Park fees	
Police	
Volunteers	
Total Value	

Describe the intended use of net income generated from this special event

Pay promotion printing, sports managers and any event fees.

OUTDOOR EVENT ACTIVITIES/ELEMENTS

List all Co-Sponsors

Name	Address	City, State Zip	Phone Number
Humana			

What is the principal business activity of these co-sponsors?

Name	Activity
Humana	Promoting event

Will alcoholic beverages be served at your event? Yes _____ No X

Beer _____ Price _____

Wine _____ Price _____

Describe who, where and what time the alcoholic beverages will be served

Will your special event require tents? (Requires a permit if greater than 10' x 10' or if cooking under any size tent)

Yes _____ No X

Indicate size and number of tents _____

What are the electrical requirements of the Event?

Generator(s) - Size in Watts _____ OR Fed from Building Electrical _____

Number of lights and outlets to be used _____

What type of restroom facilities will be provided? Park restrooms.

Number of toilets _____ (must show location and distance of the restroom facilities on the Site Plan)

Will your special event have live or taped music?

Yes _____ No X Type of music _____

Describe who, where and what music will be presented

PLEASE SHOW THE DISTANCE OF THE RESTROOM

ENTRANCE

Building Reviewed by: Antonio Brina

No PBL work required

Electrical Reviewed by: Paul Madsen

N/A PRM 9/16/16

PARKING

- 1
- 2
- 3
- 4

Start

FINISH

CLOSE

□ - 10x10 tents

Building Reviewed by: Jones Guderer

AG 9/16/16

Building Reviewed by: Jones Guderer

AG 9/16/16

© 2016 Google

NW 20th St

2nd Ave

Google

Tent 1: Resgitation / Accreditation 10x10

Tent 2: Humana 10x10

Tent 3: Fire Department 10x10

Tent 4: Hydration 10x10

The finish line must be 75 Feet after the start line.



3625 NW 82 Ave, Suite 407 | Doral Florida 33166

+1 786 536 6489

+1 786 310 7180

SOUTH FLORIDA SENIOR GAMES TIMELINES

- **Cycling->** October 29th, 2016
- People Expected: 100

Location: Doral Central Park
3000 NW 87th Ave
Doral, FL

Events: 5K Time Trials
5K Road Race

Schedule: Saturday October 29th, 2016

7:00 a.m.: Set up

9:00 - 9:30 a.m.: 5K Time Trial Check-in

10:00 a.m.: 5K Time Trial Competition begins

3:00 - 3:30 p.m.: 5K Road Race Check-in

4:00 p.m.: 5K Road Race Competition begins

6:00 p.m.: Disassembly

- Participants must complete 3.3 laps in order to finish the competition (5k).

- All entries must be received or register online by October 21st, 2016. Late entries may be accepted at the discretion of the Event Director.



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- **Road Race->** October 30th, 2016
- People Expected: 100

Location: Doral Central Park
3000 NW 87th Ave
Doral, FL

Events: 5K Road Race

Schedule: Sunday October 30th, 2016

5:30 a.m.: Set up

7:30 a.m.: 5K Road Race Check-in

8:30 a.m.: 5K Road Race competitions begin

11:00 a.m.: Disassembly

- Participants must complete 3.3 laps in order to finish the competition (5k).

- All entries must be received or register online by October 21st, 2016. Late entries may be accepted at the discretion of the Event Director.



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September 13, 2016

Hold Harmless Letter

I (We) agree to hold The City of Doral, its agent and authorized personnel harmless and relieve them from any responsibility or liability for any legal action or damage, cost or expenses (including attorney's fees) resulting from damage and/or personal injury that should occur on the premises.

Sindy Bonilla

Best Regards,

Sindy Bonilla

Event Manager

(786) 473-9847

sindy.bonilla@mgoevents.com



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September 13, 2016

To Whom It May Concern:

The South Florida Senior Games is an event that will serve as a catalyst of encouragement and motivation for residents of South Florida to remain active and enjoy the benefits of a healthy living life style.

Please accept this letter as a formal request for the inkind services :

Donation of usage of the Doral Central Park

Police fees

Volunteer data base information

We appreciate your consideration of our request and hope to obtain the support of City of Doral for this event.

Looking forward to your respond.

Sindy Bonilla

Best Regards,

Sindy Bonilla

Event Manager

(786) 473-9847

sindy.bonilla@mgoevents.com



Outdoor Events Submittal Checklist

Park
- How long race will be?
(to close park, 87th)
City volunteers *
Police fees *
Park fees *

- Police
- MDF presence
- Timeline ✓
- Reg dates
- Start/Finish line ✓
- Laps?
- Parking (Site map)

Event Organizer:

Event Date:

I. Outdoor Event Application

Budget 9/16/16 *clear*
(Detailed Expenditures, Revenue, Better site map)

II. *Fee (350.00)

(Pending)

Meeting on Sept 13

III. Hold Harmless Letter

(only on letterhead)

IV. **Site Plan

Need clear photo. ✓ 9/16/16

V. Insurance

(Pending)

VI. Owner's Letter of Approval

@ DCP

NA ✓

***Consumer's Certificate of Exemption OR Letter from Department of Treasury (IRS)

~~(Pending)~~

* Note: If application was submitted less than 7 days prior to the event, there is an additional late charge of \$200.00.

** Note: Please attach a diagram of the set-up for the event. Show as much detail as possible. Show crowd flow, controls, seating, and parking. Also show configuration and sizes of stage(s), concession booths, tent(s) location, portable toilets, and fire protection equipment.

*** ONLY FOR NON-PROFIT ORGANIZATIONS

City of Doral Police Department

For All The Right Reasons!™



INVOICE

Attn: Off-Duty Coordinators
6100 NW 99th Avenue Doral, FL 33178
Phone 305-593-6699
Fax 786-871-1501

Invoice #100
Date: 9/26/2016

Acct# 0016000342100

To:
ATTN: Sindy Bonilla
South Florida Senior Games
3625 NW 82 Ave Suite 407
Miami, FL 33136

For:
Off-Duty Police Services
stephanie.bortz@doralpd.com

DESCRIPTION	HOURS	RATE	AMOUNT
Off-Duty Services , (1) SERGEANT EVENT 10/29/2016	9	\$54.05	\$486.45
Off-Duty Services , (5) OFFICER EVENT 10/29/2016	9	\$51.30	\$2,308.50
Off-Duty Services , (1) SERGEANT EVENT 10/30/2016	3.5	\$54.05	\$189.18
Off-Duty Services , (5) OFFICER EVENT 10/30/2016	3.5	\$51.30	\$897.75
		Total Due:	\$3,881.88

Make all checks payable to City of Doral Police Department

Total due within 15 days of receipt of invoice.

Overdue accounts subject to immediate suspension of Off-Duty services.



**OUTDOOR EVENT APPLICATION
TRACKING SHEET**

Event Name: South Florida Senior games

Organization Name: Senior Games South Florida

Submitted Date: 9/16/16 Event Date: OCT 28, 29

BUILDING DEPARTMENT

Date SUBMITTED: 9/16/16

Date RETURNED: 9/21/16

POLICE DEPARTMENT

Date SUBMITTED: 9/16/16

Date RETURNED: _____

PLANNING AND ZONING DEPARTMENT

SUBMITTED: 9/16/16

RETURNED: _____

PARKS AND RECREATION DEPARTMENT

Date SUBMITTED: _____

RETURNED: _____

PUBLIC WORKS DEPARTMENT

SUBMITTED: _____

RETURNED: _____

Outdoor Event Park Fees

Non-Profit (Doral)
 Non-Profit (Other)
 For Profit

Name of Organization:	South Florida Senior Games
Event Title:	South Florida Senior Games
Event Duration:	7:00am-10:00am & 3:00pm-6:00pm, 5:30am - 11:00am
Contact Person Name:	Sindy Bonilla
Contact Person Telephone:	786-536-6489
Date of Event:	10/29/2016 and 10/30/2016
Park:	Doral Central Park
Rental Location(s):	Zone E
Parking Zone(s):	Zone 2
Proposed Attendance:	300
Actual Attendance:	

Staff Fees Breakdown				
Employee Name	Title	Hourly Rate	# of Hours	Total
Saba Gonzalez	Park Manager	\$19.55	8.5	\$166.18
TBD	APM	\$16.69	3	\$50.07
Park Service Aide	PSA	\$11.00	8.5	\$93.50
Park Service Aide	PSA	\$11.00	3	\$33.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Staff Fees Total				\$342.75

Fees			
	Amount Charged	Amount Waived	Amount Refunded
Rental Fee	\$225.00		
Staff Fees	\$342.75		
Trash Container Disposal	\$0.00		
Restroom Holding Tank Cleaning	\$0.00		
Janitorial Supplies	\$100.00		
Parking Fee	\$0.00		
Additional Hour(s)	\$250.00		
Refundable Deposit	\$200.00		
Taxes	\$64.24		
Totals	\$981.99	\$0.00	\$0.00

Total Amount Charged	\$981.99
Total Amount Waived	\$0.00
Total Amount Refunded	\$0.00
Grand Total	\$981.99

Amount Paid	
Date Paid	
Check #	

Comments:

Outdoor Event Park Fees

- 5K Race (walking/running) shall ONLY take place in the inner loop sidewalk.
- Roadway may only be utilized for bicycle races.
- Police Department must be stationed at entrances/exits to direct traffic during road race to direct traffic.
- Applicant must clarify the length of time for each race.
- NW 87th Avenue entrance shall NOT be closed during road race.
- Applicant must separate vehicular traffic from bicyclists with cones at no less than 20 foot intervals.
- Applicant is to provide a certificate of liability insurance which includes coverage for event participants.
- Applicant must provide the City with a certificate of liability insurance matching the insurance requirements provided.
- Applicant must contain main event area to Area E. (Excluding running/racing route and staging area.)
- Applicant must contain parking to Zone 2.
- Applicant must provide parking management.
- Applicant is to obtain proper permits for all applicable amenities.
- Applicant will be responsible for ensuring that all third party vendors they are using have adequate liability insurance coverage. The organization will ultimately be responsible for any actions or incidents from any third party vendor.



-  Parking Zones
-  Rental Zones

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City of Doral - Outdoor Event
South Florida Senior Games - Senior Games

No.	Participating City Departments	Required Fees	
1	- Police - Department	\$	3,881.88
2	- Parks & Recreation Department	\$	-
	Grand Total	\$	3,881.88