

RESOLUTION No. 16-73

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, APPROVING AN OUTDOOR EVENT PERMIT FOR RENAISSANCE ELEMENTARY CHARTER SCHOOL TO HOST THE “5K FAMILY CHALLENGE” EVENT AT DORAL CENTRAL PARK, LOCATED AT 3000 NW 87TH AVENUE, ON SATURDAY, APRIL 30, 2016 FROM 6:00 AM TO 1:00 PM; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Renaissance Elementary Charter School (“Applicant”) seeks approval from the City of Doral for an Outdoor Event Permit as per the application and corresponding documents, attached hereto as Exhibit “A”, which are incorporated herein and made a part hereof by this reference; and

WHEREAS, staff has recommended that Council approve the Applicant’s proposed Outdoor Event Permit to host the “5k Family Challenge” event on Saturday, April 30, 2016 at Doral Central Park located at 3000 NW 87th Avenue, Doral, Florida 33166.

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 true and correct and incorporated herein.

Section 2. Approval. The outdoor event permit for the “5K Family Challenge” is hereby approved subject to the following conditions:

1. The comments made by the City of Doral Police Department, as provided in Exhibit “B”;
2. The comments made by the City of Doral Parks and Recreation Department, as provided in Exhibit “C”;
3. The payment of all costs specified in Exhibit “D”;

4. The provision of an adequate certificate of insurance prior to the event start date; and
5. The acquisition of all permits, and the performance of necessary inspections prior to event start, required by the City of Doral Building Department.

All attachments 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 Rodriguez and upon being put to a vote,
the vote was as follows:

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

PASSED AND ADOPTED this 13 day of April, 2016.



LUIGI BORIA, MAYOR

ATTEST:



CONNIE DIAZ, CMC
CITY CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY FOR THE SOLE USE
OF THE CITY OF DORAL



WEISS, SEROTA, HELFMAN, COLE, & BIERMAN, PL
CITY ATTORNEY

EXHIBIT “A”

- Public Property Event Permit
- Special Private Property Event Permit



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

Special Event 5K Family Challenge Class _____

Promoter/Organization Renaissance Elementary Charter School (PTO)

Facility Address 8360 NW 33rd Street. Dates 4/30/16 to 4/30/16

Hours of Operation 7:00 am to noon Estimated Attendance/Day 400

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) _____

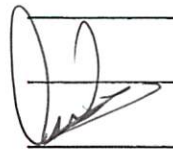
* For events where alcoholic beverages will be served, page three of this application must be filled out.

Approved: (Initials & Date)

City Manager _____

Planning & Zoning Director _____

Building Official _____

 _____
3.18.16

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) Renaissance Elementary Charter School
"RECS" (PTO)

Mailing Address 10651 NW 19th Street, Doral, FL 33172

Represented By Mrs. Maria Torres Title Principal

Phone (305) 591-2225 Fax (305) 591-2236

Is your organization For-profit _____ Non-Profit X

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 5K race will take place on the walking track of the park. After the race, the event will shift to the green area toward the rear of the park.

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

We will have a DJ and Emcee. Game Zone will be hosting family activities and physical challenges.

Dates of Event Saturday, April 2, 2014

Rain Date (if any) _____

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

From 6:00 am To 1:00 pm

Hours of Operations 7:00 - noon

Estimated Size of Crowd: Participants 400 Spectators _____

Who is the contact person for your event?

Name Aurora G. Rodriguez on behalf of RECS

Address _____

Agency RECS Parent Teacher Organization

Telephone (305) 498-3396

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. _____

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
Total Revenue		

DETAILED EXPENDITURES

Item	Total Amount of Expense
Total Expenses	
Net Income Expected	

DETAILED IN KIND SERVICES

Item	Value of Contribution
Total Value	

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

OUTDOOR EVENT ACTIVITIES/ELEMENTS

List all Co-Sponsors

Name	Address	City, State Zip	Phone Number

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

Name	Activity

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 X No _____

Indicate size and number of tents 17 tents 10x10

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? _____

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 X No _____ Type of music high energy

Describe who, where and what music will be presented
DJ

Google Maps RECS 5K FAMILY CHALLENGE



Imagery ©2016 DigitalGlobe, U.S. Geological Survey, Map data ©2016 Google 200 ft

Google Maps



Physical Challenges

Registration Tents

Walking track for 5K Race.

Building Reviewed by:
Antonio Brina

N/A - ABE 3/18/16
Buckle

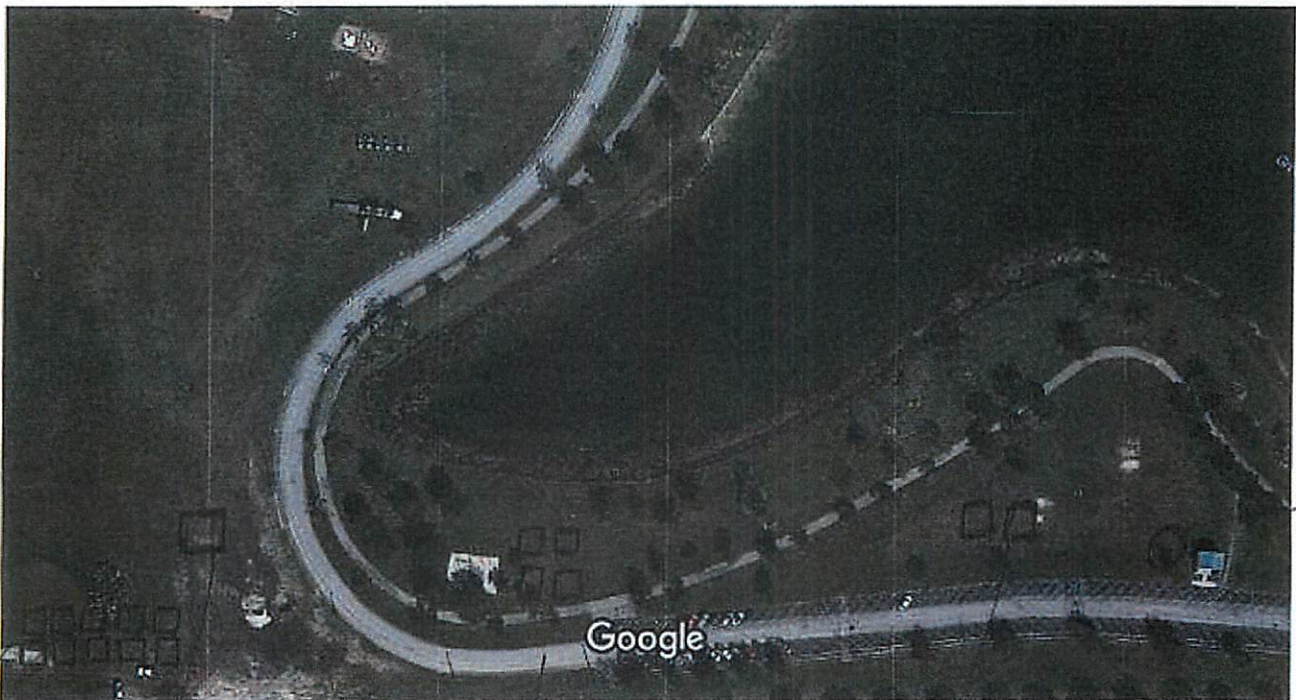
Electrical Reviewed by:
Paul Madsen

N/A PRIM 3/18/16

HAS 3/18/16
 Permit Required
 PEPITO

Google Maps

CLOSE UP



Imagery ©2016 DigitalGlobe, U.S. Geological Survey, Map data ©2016 Google 100 ft

Google Maps

Physical (1)
Challenges
Sign-up
area

Water/Fruit
Tents
(4)

Registration
Tents
(2)

Sponsors/vendors
Tents (10)



Pending answer regarding
date of event. needs council
approval.

emailed applicant regarding
calling me, 3/9/16

Outdoor Events Submittal Checklist

Event Organizer: *Renaissance Elementary charter School (PTO)* Event Date: *April 2, 16*

- I. Outdoor Event Application *(PS 7)*
- II. *N/A* *Fee (350.00) *(Tax exempt) Pending*
- III. Hold Harmless Letter *(Pending)*
- IV. **Site Plan
- V. Insurance *(Pending)*
- VI. Owner's Letter of Approval *@ Doral Central Park*
- VII. ***Consumer's Certificate of Exemption OR Letter from Department of Treasury (IRS)

* 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

Michael Ferrera (PZ)

From: Lazaro Quintero (PR)
Sent: Monday, March 14, 2016 4:48 PM
To: 'Aurora Rodriguez'
Cc: Jackie School; Michael Festa (PR); Mauricio Narvaez (PR); Saba Gonzalez (PR); Michael Ferrera (PZ)
Subject: RE: Hello!! Renaissance Elementary Charter 5K Event

Date has been moved to 4/30/16.

Lazaro Quintero

Assistant Parks and Recreation Director

City of Doral

8401 NW 53rd Terrace

Doral, FL 33166

T (305) 593-6600

F (305) 593-6615

Lazaro.Quintero@cityofdoral.com

www.cityofdoral.com



www.playdoral.com

Parks & Recreation Master Plan Website



The City of Doral is on [Twitter](#) and [Facebook!](#)

Please note that the State of Florida's Public Records Laws provide that most written communications to or from the City of Doral regarding government business are public records available to the public upon request. This e-mail communication may therefore be subject to public disclosure.

From: Aurora Rodriguez [mailto:aurora_grodriguez@yahoo.com]
Sent: Monday, March 14, 2016 4:34 PM
To: Lazaro Quintero (PR) <Lazaro.Quintero@cityofdoral.com>

Cc: Jackie School <jackie.jdlr@gmail.com>; Michael Festa (PR) <Michael.Festa@cityofdoral.com>; Mauricio Narvaez (PR) <Mauricio.Narvaez@cityofdoral.com>; Saba Gonzalez (PR) <Saba.Gonzalez@cityofdoral.com>; Michael Ferrera (PZ) <Michael.Ferrera@cityofdoral.com>

Subject: Re: Hello!! Renaissance Elementary Charter 5K Event

Hi Lazaro,

Due to testing, the best date for us is going to be April 30. Please book that date for us and confirm.

Michael,

I'll update the application and send to you for review.

Thanks,

-Aurora

Do, or do not. There is no try. -Yoda

On Monday, March 14, 2016 2:43 PM, Lazaro Quintero (PR) <Lazaro.Quintero@cityofdoral.com> wrote:

[Good Afternoon Aurora.](#)

Please see below for some dates.

Saturday, 4/23/16

Sunday, 4/24/16

Saturday, 4/30/16

Sunday, 5/1/16

Lazaro Quintero

Assistant Parks and Recreation Director

City of Doral

8401 NW 53rd Terrace

Doral, FL 33166

T (305) 593-6600

F (305) 593-6615

Lazaro.Quintero@cityofdoral.com

www.cityofdoral.com



www.playdoral.com

Parks & Recreation Master Plan Website



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From: Aurora Rodriguez [mailto:aurora_grodriguez@yahoo.com]
Sent: Friday, March 11, 2016 4:18 PM
To: Lazaro Quintero (PR) <Lazaro.Quintero@cityofdoral.com>
Cc: Jackie School <jackie.jdlr@gmail.com>
Subject: Fw: Hello!! Renaissance Elementary Charter 5K Event

Hi Lazaro,

Considering the circumstances, please let me know what other dates in April (either Saturday or Sunday) are available for our event.

Thanks,

-Aurora

Do, or do not. There is no try. -Yoda

On Friday, March 11, 2016 3:13 PM, Julian Perez (PZ) <Julian.Perez@cityofdoral.com> wrote:

Mr. Childress – Good afternoon. The Department has already been in contact with Ms. Aura Rodriguez. We've communicated to Ms. Rodriguez that this event will need Council approval since they are planning to have more than 200 participants. Also, the only meeting we had this month was in March 2nd. The Department received the subject application on March 4th. Presently, there are no other scheduled Council meeting for March. The Department offered the Applicant two options to meet the current schedule: (1) reduce the number of participants to less than 200 people; or (2) defer the event to a date after April 13th (next scheduled Council Meeting). Once a determination is made by the Applicant on how they're going to proceed the Department will initiate the departmental review of the application. This application must be reviewed and approved by Parks and Recreation, Police and Building. If you have any questions please do not hesitate to call me or Michael Ferrera.

Julian H. Perez, AICP, CFM
Planning and Zoning Director

City of Doral
8401 NW 53rd Terrace
Second Floor
Doral, FL 33166
T (305) 593-6630

Julian.Perez@cityofdoral.com
<http://www.cityofdoral.com/>

The City of Doral is on [Twitter](#) and [Facebook](#)!



From: Albert Childress
Sent: Friday, March 11, 2016 12:53 PM
To: Councilwoman Rodriguez
Cc: Aurora Rodriguez; Edward Rojas (CM); Cynthia Romero; Lourdes Lopez (CM); Barbara Hernandez (PR); Julian Perez (PZ)
Subject: Re: Hello!! Renaissance Elementary Charter 5K Event

Good Afternoon CouncilWoman Rodriguez,

Thank you for you e-mail.

I am copying Julian Perez, Planning and Zoning Director and Barbie Hernandez, Parks and Recreation Director on this e-mail so that can contact Aurora and start the application process to meet the April 2, event deadline.

Councilwoman Rodriguez, you are correct that depending on the number of participants in the event, City Council approval will be needed. The Department Directors will contract Aurora to determine all the details.

Thank your again.
Have a great weekend.

Respectfully,

Albert P. Childress
Assistant City Manager
City of Doral

Sent from my iPad

On Mar 10, 2016, at 9:40 AM, Councilwoman Rodriguez <AnaMaria.Rodriguez@cityofdoral.com> wrote:

Hi Aurora!

Not a bother at all. I am copying our City Manager and Assistant City Manager to see if there is anything that can be done at this point. I think if you secure the park via our

Parks and Recreation Department, we might be able to get it done although normally it does have to go to Council for approval.

Depending on how many people you would expect, I think it can be done administratively, but I am not sure. I am asking that one of them reply to your request and provide costs, if any, for using the park, etc. Hopefully we can get this resolved as soon as possible.

Hugs to you, Raul and the kids!
Anita

Sent from my iPad

On Mar 9, 2016, at 10:29 PM, Aurora Rodriguez <aurora_grodriguez@yahoo.com> wrote:

Hi Ana,

I hope this email finds you well. I hate (like really hate) to do this, but I need to ask you for a favor. As you may remember, I'm part of the PTO for the girls' school, Renaissance Elementary and Middle Charter Schools. I'm actually in transition for the President position on the PTO.

We have an annual 5K Race fundraising event held at Doral Central Park and we missed the City Council approval meeting deadline by one day. We had it scheduled for Saturday, April 2. We have already been speaking with Vendors and a 3rd Party Vendor who is going to be hosting some family physical challenges for us at the event and have secured April 2 as the date.

When I spoke to Lazaro Quintero at Parks he said that Michael Ferreira at Planning and Zoning might be able to get us in the zoning meeting in March. But I spoke to Michael today and he said that there is not going to be a zoning meeting in March at all. Is there any way we can get City Council approval for the event outside of a council or zoning meeting? Is there anything we can do to get it approved for the already secured April 2 date?

Again, I really dislike having to call you for a favor, but changing the date at this time would be detrimental to the event and we may even have to cancel altogether.

Please let me know when you get a chance.

Un abrazo y besitos to you and the kids and Clemente.

-Aurorita =D

Do, or do not. There is no try. -Yoda

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**OUTDOOR EVENT APPLICATION
TRACKING SHEET**

Event Name: 5k Family Challenge

Organization Name: Renaissance Elementary charter school (pro)

Submitted Date: _____ Event Date: April 30, 16

BUILDING DEPARTMENT

Date SUBMITTED: 3/18/16 *[initials]*

Date RETURNED: 3/18/16 *[initials]*

P Permit required.

POLICE DEPARTMENT

Date SUBMITTED: 3/12/16

Date RETURNED: _____

PLANNING AND ZONING DEPARTMENT

SUBMITTED: 3/18/16

RETURNED: _____

*emailed applicant w/ Pending items 3/15/16
emailed applicant re: plumbing Permit
3/21/16*

PARKS AND RECREATION DEPARTMENT

Date SUBMITTED: 3/12/16

RETURNED: _____

PUBLIC WORKS DEPARTMENT

SUBMITTED: _____

RETURNED: _____



MEMORANDUM

To: Brian J. Sliman
Deputy Chief

Date: March 22, 2016

Via: Chain-of-Command

Re: Action Plan: Renaissance Elementary
Charter School 5K Family Challenge

From: Nilsa Mercado
Sergeant

BACKGROUND:

The City of Doral received an Outdoor Event Permit application to hold an event for the Renaissance Elementary Charter School "5K Family Challenge". This event will take place on Saturday, April 2, 2016, from 7:00 a.m. to 12:00 p.m. at Doral Central Park which is located at 3000 NW 87th Avenue. The purpose of this event is to have a family oriented event for both the parents and students of the Renaissance Elementary Charter School.

The event area is located in the grassy area on the south-side of the park. The event area will consist of seventeen (17) 10X10 tents with physical challenges as well as a DJ playing high energy music. The 3.1 mile walk/run will take place on the walking track of Doral Central Park. It is anticipated that approximately four hundred (400) people will attend this event. This will be the ninth year that the Renaissance Elementary Charter School will be hosting this event in our City.

RECOMMENDATION:

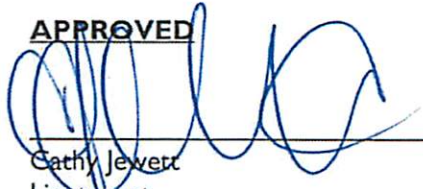
It is recommended that the below extra duty police personnel be utilized for security and traffic assistance on the day of the event between 7:00 a.m. and 12:30 p.m.

TOTAL EXTRA-DUTY COST:

Date	Number of Officers	Extra-Duty Rate	Hours	Total
Saturday 04/2/2016	3	\$51.30	5.5	\$846.45

Attachment (10)

APPROVED



Cathy Jewett
Lieutenant

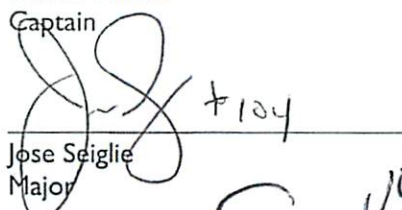
DATE

3/24/16

DISAPPROVED

Cathy Jewett
Lieutenant

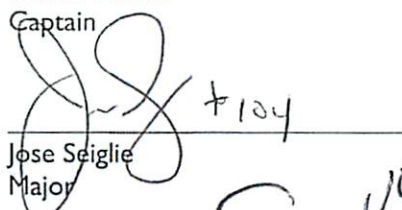
Fatima Nuñez
Captain



March 24, 2016

Fatima Nuñez
Captain

Jose Seiglie
Major



3/24/16

Jose Seiglie
Major

Brian J. Sliman
Deputy Chief



03/24/16

Brian J. Sliman
Deputy Chief



Memorandum

Date: March 24th, 2016

To: Planning & Zoning Department

From: Lazaro Quintero, Assistant Parks & Recreation Director

Subject: Renaissance 5K, April 30th, 2016 6am-1pm at Doral Central Park

After our review of the outdoor event application for Renaissance 5K, our department has the following requirements that must be addressed prior to approval of their event.

1. Organization is not to use road for any event activities due to constant park traffic.
2. Organization is to provide garbage cans for their event area.
3. Organization 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.
4. Activities in Area E may not take place near the storage container, boulders, or irrigation tank. Applicant will be required to move physical challenge areas and sponsor/vendor tents to the north of area currently proposed.
5. Organization is to obtain proper permits for all applicable amenities.
6. Organization is to provide a certificate of liability insurance which includes coverage for event participants.
7. Sales taxes for fees can be waived if tax exempt certificate can be provided.

Outdoor Event Park Fees

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

Name of Organization:	Renaissance Elementary
Event Title:	5K Family Challenge
Event Duration:	6am to 1pm
Contact Person Name:	Aurora G. Rodriguez
Contact Person Telephone:	305-498-3396
Date of Event:	4/30/2016
Park:	Doral Central Park
Rental Location(s):	D & E
Parking Zone(s):	Zone 3
Proposed Attendance:	400
Actual Attendance:	

Staff Fees Breakdown				
Employee Name	Title	Hourly Rate	# of Hours	Total
TBD	APM	\$17.26	8	\$138.08
TBD	PSA	\$11.00	8	\$88.00
TBD	PSA	\$11.00	8	\$88.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Staff Fees Total				\$314.08

Fees	Amount Charged	Amount Waived	Amount Refunded
	Rental Fee	\$225.00	
Staff Fees	\$314.08		
Trash Container Disposal	\$0.00		
Restroom Holding Tank Cleaning	\$0.00		
Janitorial Supplies	\$100.00		
Parking Fee	\$0.00		
Additional Hour(s)	\$100.00		
Refundable Deposit	\$200.00		
Taxes	\$51.74		
Totals	\$990.82	\$0.00	\$0.00

Total Amount Charged	\$990.82
Total Amount Waived	\$0.00
Total Amount Refunded	\$0.00
Grand Total	\$990.82

Amount Paid	
Date Paid	
Check #	

Outdoor Event Park Fees

Comments:

1. Organization is not to use road for any event activities due to constant park traffic.
2. Organization is to provide garbage cans for their event area.
3. Organization 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.
4. Activities in Area E may not take place near the storage container, boulders, or irrigation tank. Applicant will be required to move physical challenge areas and sponsor/vendor tents to the north of area currently proposed.
5. Organization is to obtain proper permits for all applicable amenities.
6. Organization is to provide a certificate of liability insurance which includes coverage for event participants.
7. Sales taxes for fees can be waived if tax exempt certificate can be provided.



- Parking Zones
- Rental Zones

City of Doral - Outdoor Event
5K Family Challenge - Renaissance Elementary Charter School
City of Doral Report

No.	Participating City Departments	Required Fees	Notes
1	- Police - Department	\$ 846.45	
2	- Building Department		Pending
3	- Parks & Recreation Department	\$ 990.82	
	Grand Total	\$ 1,837.27	