RESOLUTION No. 16-231

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, APPROVING AN OUTDOOR EVENT PERMIT FOR THE DOWNTOWN DORAL CHARTER ELEMENTARY SCHOOL TO HOST THE "WINTER WONDERLAND FAMILY DAY" EVENT AT DOWNTOWN DORAL CHARTER ELEMENTARY SCHOOL, LOCATED AT 8390 NW 53 STREET, DORAL, FL 33178 ON SATURDAY, DECEMBER 10, FROM 11:00AM 5:00PM; **PROVIDING** TO IMPLEMENTATION: AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Downtown Doral Charter Elementary School ("Applicant") seeks approval from the City of Doral for an Outdoor Event Permit, as per the Application attached hereto as Exhibit "A", which is 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 "Winter Wonderland Family Day" event on Saturday, December 10, 2016 from 11:00am to 5:00pm at Downtown Doral Charter Elementary School located at 8390 NW 53rd Street, Doral, Florida 33178.

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

<u>Section 1.</u> The above recitals are true and correct and incorporated herein.

<u>Section 2.</u> Approval. The outdoor event permit for the "Winter Wonderland Family Day" event is hereby approved subject to the following conditions:

- 1. Comply with the comments made by the City of Doral Police Department, as specified in Exhibit "B";
- 2. Acquisition of and compliance with all required permits and performance of all necessary inspections prior to event start, provided by the City of Doral

Building Department;

- 3. Acquisition of and compliance with a Maintenance of Traffic permit for road closures from the Public Works Department; and
- 4. Payment of all City departmental fees.

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

<u>Section 4.</u> <u>Effective Date.</u> This Resolution shall take effect immediately upon adoption.

The foregoing Resolution was offered by Vice Mayor Cabrera 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 Pete Cabrera Yes
Councilwoman Christi Fraga Yes
Councilwoman Ana Maria Rodriguez Yes

Councilwoman Sandra Ruiz Not Present at Time of Vote

PASSED AND ADOPTED this 2 day of November, 2016.

LUIGHBORIA, MAYOR

ATTEST:

CONNIE DIAZ, CMC

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 TEMPORARY EVENT



CITY OF DORAL

OUTDOOR EVENT PERMIT
Special Event Winter Wonderland Family Day Chass USA Signature Fronts
Promoter/Organization Downtown Charter School Dent may USA Signature Events
Facility Address 8390 NW 53 Street Dove FL 33178 Dates Dic 10-20160
Hours of Operation 11:00 am to 5:00 pm Estimated Attendance/Day 200 - 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) TENT 10 x 10 - 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
Permit(s) Required? Yes No Type(s) BEP F
Parks & Recreation Director
Police Department
Fire Department
Please be advised that a Building permit and fee may be required.

OUTDOOR EVENT APPLICATION

OUTDOOR EVENT HISTORY

12:00 pm	- Spora	reland Downso PD) - 72	wn Da	al Chane	Schoolls	B90 NW) Dores Fe
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OUTDOOR EVENT BUDGET

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

DETAILED REVENUE

Source	· Price	Total Amount of Income
Scholls VENUE		
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And the second s		
and the second of the second o	Total Revenue	2

DETAILED EXPENDITURES

STAGE Sound Lighthy 1-	Total Amount of Expense
- Prono boothe . Sauta	aia.
- Bounce House	Total Expenses Net Income Expected

DETAILED IN KIND SERVICES

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OUTDOOR EVENT ACTIVITIES/ELEMENTS

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N/A			
What is the principal busi Name	ness activity of these co-s	ponsors?	ctivity
			and the second s
Will alcoholic beverages b	be served at your event?	Yes	No
		Beer	- Price
		Wine	Price
N/A			ON
Will your special event runder any size tent)	equire tents? (Requires a		ON
Will your special event runder any size tent) Yes No	equire tents? (Requires a	permit if greater tha	an 10' x 10' or if cooking
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Will your special event runder any size tent) Yes No Indicate size and number What are the electrical runder of lights What type of restroom Number of toiler facilities on the State of the Sta	equire tents? (Requires a solution of tents 30. 10 requirements of the Event and outlets to be used facilities will be provided as 3 (must solution) thave live or taped music?	permit if greater that XIO SFEET OR Fed from Build N/A Portable Res how location and dis	DISTANCE BETWEE ET 120 Dap. Ing Electrical GENETATUR 625



8390 NW 53 St Doral FL 33178

October 03, 2016

To Whom It May Concern:

Regarding the event named: "Winter Wonderland Family Day" to take place at **Downtown Doral Charter Elementary School Inc.**, on **Saturday**, **December 10 2016**. Downtown Doral Charter Elementary School Inc. agrees to hold the City of Doral, its agent and authorized personal harmless and relieve them from any responsibility or liability for any legal action or damage, cost or expense (including attorney's fee resulting from damage and or personal injury that should occur on the premise.

Jeannette Acevedo-Isenberg

Principal DDCES

Susan Montoya Producer Events

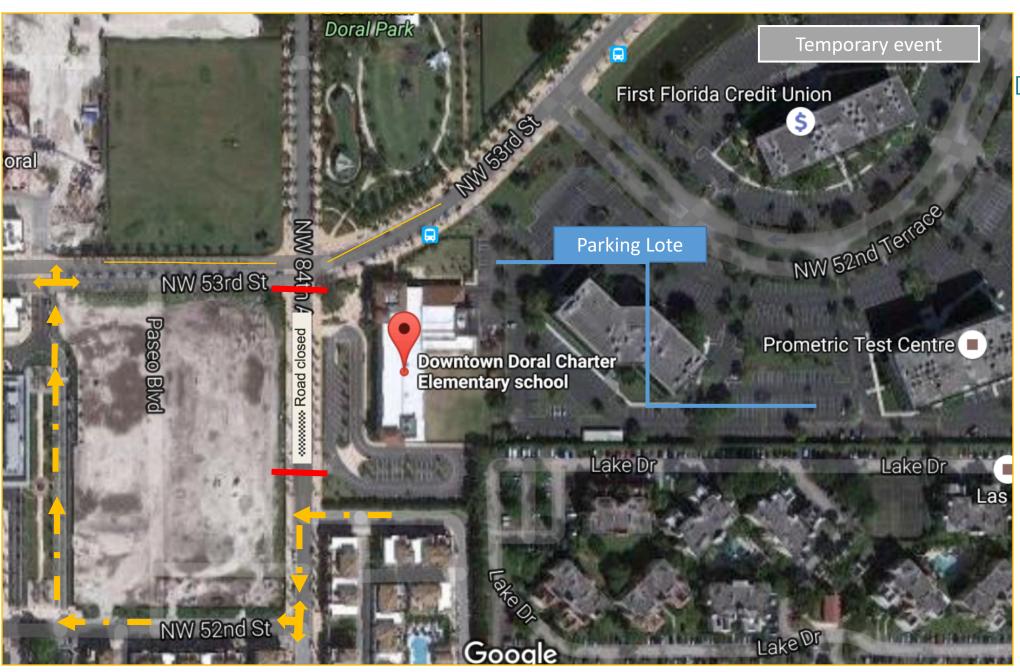
USA Signature Events



BLDG: PERMIT REQ. FOR STAGE
10/14/16 Plumbing Reviewed by
Danilo Brito

DANS 10/13/16

Plag primit requires







10 December 2016 11:00 am- 5:00 pm CONTACT INFORMATION

Susan Montoya usasignatureevents@gmail.com

Phone: 305-3101241

Barricade

Transit Plan

Road Closet 84th

Barricade (2) between NW 53rd 84th Av, and behind stage

Parking Lote
Codina Space

About stage Event

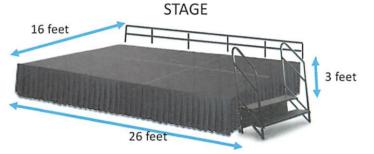




SPECIAL EVENT 10 December 2016 12:00 pm- 5:00 pm



Features
2.3m handrails for modular stage stairs
Made from lightweight aluminum
Ensures safety of accessing a stage deck
Great for exhibition stages, event staging,
theatre / runners and band stages
Easy to assemble with no tools needed
Attaches to steps using clamps (available
separately)
High quality handrail
Specifications
Material: Aluminum
Dimensions (H 30" x W 90" x L 2")
780mm x 2300mm x 60mm
Weight: 4kg



- A. THE RISER HEIGHT, TREAD DEPTH AND OVERALL WIDTH OF STAIRS.
- B. THE STAIR HANDRAIL HEIGHT.

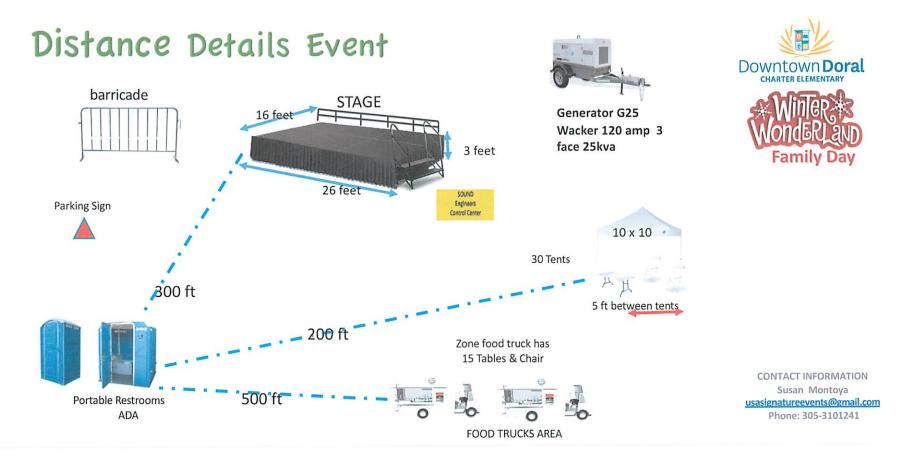
CONTACT INFORMATION
Susan Montoya
usasignatureevents@gmail.com
Phone: 305-3101241



Electrical Review
E. Rey Crucet

10.13.16

Electrical pennit Required

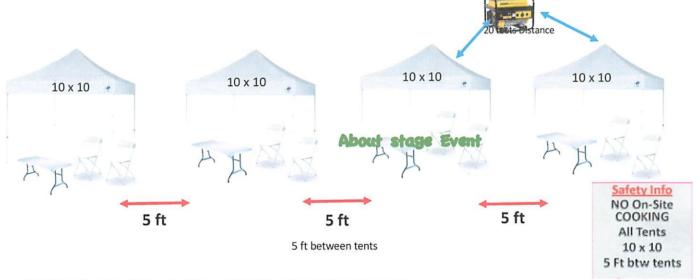




About Tents to Event







3. PROVIDE ON PLANS THE DISTANCE BETWEEN TENTS AND GENERATOR.

30 TENTS

80 CHAIRS

其其

40 TABLES



CONTACT INFORMATION
Susan Montoya

usasignatureevents@gmail.com Phone: 305-3101241

LICA

OUTDOOR EVENT SALE OF GOODS

List items for re-resale offered and proposed prices. Use additional sheet if necessary.

	Item		-	1.00m · ·	Pric	e		
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The Sunfing	Susan Horroye	10-10-2016
Signed by Permittee	Title	Date

DOWNTOWN DORAL CHA ELEMENTARY SCHOOL P 305-569-2223 8390 NW 53 ST DORAL, FL 33166	ARTER PTO	Oct-4-16	166 63-915-660 160
Pay to the City of d Three hundre	oral		\$ 350.00 2 Doilars 10 884.
totalbank.com	K		— <u>-</u>
For DDCGS PTO/SIP	A - WWFD	Lusse	wey.
:066009155:	6501937206	OLES !	



City of Doral 8401 NW 53rd Terrace Doral, FL 33166 305-593-6725

Invoice Receipt

Invoice Date: 10/11/2016

Invoice Number: 20161011091516775783

Invoice Notes: PZ

Register:CR1

Reference Number	Item Description	Amount
20161011091536521008	PZ-001.4000.329400-ZONING PLAN REVIEW FEES [DOWNTOWN DORAL CHARTER ELEMENTARY SCHOOL]	350.00
20161011091552436231	CHECK PAYMENT [DOWNTOWN DORAL CHARTER ELEMENTARY SCHOOL- 166]	-350.00
	Total Due	0.00



OUTDOOR EVENT APPLICATION TRACKING SHEET

	Event Name: Winter Wonderland Family Day	/
	Event Name: Winter Wonderland Family Day Organization Name: Downtow Charter scho	001
	Submitted Date: 10/11/16 Event Date: 12/16	0/16
	BUILDING DEPARTMENT	
Penders,	Date SUBMITTED: [0-12-16	
Pendus Permit	Date RETURNED:	مل
a de	POLICE DEPARTMENT	Peresper
Comments Fres	Date SUBMITTED: 10-12-16	Mol of sund pargraph
Ţ	Date RETURNED:	Puposi
	PLANNING AND ZONING DEPARTMENT SUBMITTED: (U-12-(6)	emuiled applicant regarding. - Pg D - Missing - Cert. Holder - Insurance - Spoke over the regardy NO-12-46
	RETURNED:	- Cert. Holder - 12-46 - Spoke over she regarded not 12-46 - emarled applicant building Parant
	PARKS AND RECREATION DEPARTMENT	- emarled applicant building Point, refund. 10/10/10 refund. 10/10/10 emarled applicant regardy Currel Heeting.
	Date SUBMITTED:	Control Pitting.
	RETURNED:	
	PUBLIC WORKS DEPARTMENT	
	SUBMITTED:	
	RETURNED:	



Outdoor Events Submittal Checklist

E۱	ent Organizer: Downtown Charter School Event Date: 12-10-16
<u>l.</u>	Outdoor Event Application (Nissing P9 2)
II.	*Fee (350.00)
III.	Hold Harmless Letter
IV.	**Site Plan 🖳
V.	Insurance (COD as certificate holds)
VI.	Owner's Letter of Approval [Pending]
yH.	***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: Jorge Gomez (PW)

Sent: Monday, October 17, 2016 6:20 PM

To: Michael Ferrera (PZ); Rita Carbonell (PW); Ignacio Resillez (PW); Carlos Arroyo (PW) **Subject:** FW: Winter Wonderland Family Day - Downtown Charter School - Outdoor Event

Application

Attachments: Winter Wonderland Family Day - Downtown Charter School - Outdoor Event A....pdf

Good afternoon All,

Below please find my comments and advise if you have any questions or additional comments:

- The application includes a graphic that shows a road closure on NW 84 Avenue between NW 53 Street and the southern driveway. As such, a Maintenance of Traffic (MOT) permit application will need to be submitted and approved by the City's Public Works Department. The MOT plan that accompanies the permit application will need to be developed by a qualified person and will need to show the appropriate placement of barricades and detour signs. Additional comments may be provided once the MOT permit application is submitted.
- Two off-duty Police Officers will be required for traffic calming and crowd control. These Officers should be stationed at the road closures and should be reflected on the MOT plan.
- Please confirm if there is sufficient on-street parking in the area of the event for the expected number of participants.
- Written notification of the event and road closure should be provided to the community south of the school. It
 is suggested that a variable message signs be placed in the area of the school a couple days before the event in
 order to inform of the road closures.

Please advise if there are any questions.

Respectfully,

Jorge A. Gomez, P.E.

Public Works Director

City of Doral

8401 NW 53rd Terrace, 2nd Floor Doral, FL 33166 T 305.593.6740 F 305.593.6617 Jorge.Gomez@CityofDoral.com www.CityofDoral.com

The City of Doral is on Twitter and Facebook!



Michael Ferrera (PZ)

From: Stephanie Bortz (PD) <Stephanie.Bortz@doralpd.com>

Sent: Tuesday, October 18, 2016 8:50 AM

To: Michael Ferrera (PZ)

Cc: Nilsa Mercado; Jorge Gomez (PW)

Subject: RE: Winter Wonderland Family Day - Downtown Charter School - Outdoor Event

Application

Michael,

Please advise the applicant that there will be one officer stationed at each intersection where there will be barricades (on NW 53rd Street and NW 83rd Court along NW 84th Avenue) referencing traffic positions only so the M.O.T. can meet the requirements of PW. There will be 2 more officers stationed inside the event area for crowd control.

Thank you!

From: Jorge Gomez (PW) [mailto:Jorge.Gomez@cityofdoral.com]

Sent: Tuesday, October 18, 2016 8:47 AM

To: Stephanie Bortz (PD)

Cc: Nilsa Mercado (PD); Michael Ferrera PR

Subject: RE: Winter Wonderland Family Day - Downtown Charter School - Outdoor Event Application

Good morning Stephanie and thank you.

The MOT plan included as part of the permit application should reflect the number and location of officers.

Thanks and regards,

Jorge A. Gomez, P.E.

Public Works Director

City of Doral

8401 NW 53rd Terrace, 2nd Floor Doral, FL 33166 T 305.593.6740 F 305.593.6617 Jorge.Gomez@CityofDoral.com www.CityofDoral.com

www.CityOfDoral.com

The City of Doral is on **Twitter** and **Facebook!**



From: Stephanie Bortz (PD) [mailto:Stephanie.Bortz@doralpd.com]

Sent: Tuesday, October 18, 2016 8:41 AM

To: Jorge Gomez (PW) < Jorge.Gomez@cityofdoral.com>

Cc: Nilsa Mercado < Nilsa. Mercado @doralpd.com >; Michael Ferrera (PZ) < Michael. Ferrera @cityofdoral.com >

Subject: FW: Winter Wonderland Family Day - Downtown Charter School - Outdoor Event Application

Good Morning Jorge,

I hope all is well!

Just as an FYI, we had already increased the staffing for this event and will assign one (1) officer to each intersection the applicant is requesting to close to keep the integrity of the barricade and to assist with traffic flow. Should you need anything please feel free to contact me.

Thank you!

From: Michael Ferrera (PZ) [mailto:Michael.Ferrera@cityofdoral.com]

Sent: Tuesday, October 18, 2016 8:22 AM To: Nilsa Mercado (PD); Stephanie Bortz (PD)

Subject: FW: Winter Wonderland Family Day - Downtown Charter School - Outdoor Event Application

Good morning,

Please find below for comments from the PW Department regarding the subject referenced event.

Regards,

Michael P. Ferrera

AA to the Planning & Zoning Director & Outdoor Events Coordinator

Planning & Zoning Department

City of Doral

8401 NW 53rd Terrace Doral, FL 33166 T (305) 593-6630 Ext. 3001 F (305) 593-6768 Michael.Ferrera@cityofdoral.com

www.cityofdoral.com



From: Jorge Gomez (PW)

Sent: Monday, October 17, 2016 6:20 PM

To: Michael Ferrera (PZ) < Michael.Ferrera@cityofdoral.com >; Rita Carbonell (PW) < Rita.Carbonell@cityofdoral.com >; Ignacio Resillez (PW) < Ignacio.Resillez@cityofdoral.com >; Carlos Arroyo (PW) < Carlos.Arroyo@cityofdoral.com >

Subject: FW: Winter Wonderland Family Day - Downtown Charter School - Outdoor Event Application

Good afternoon All,

Below please find my comments and advise if you have any questions or additional comments:

- The application includes a graphic that shows a road closure on NW 84 Avenue between NW 53 Street and the southern driveway. As such, a Maintenance of Traffic (MOT) permit application will need to be submitted and approved by the City's Public Works Department. The MOT plan that accompanies the permit application will need to be developed by a qualified person and will need to show the appropriate placement of barricades and detour signs. Additional comments may be provided once the MOT permit application is submitted.
- Two off-duty Police Officers will be required for traffic calming and crowd control. These Officers should be stationed at the road closures and should be reflected on the MOT plan.
- Please confirm if there is sufficient on-street parking in the area of the event for the expected number of participants.
- Written notification of the event and road closure should be provided to the community south of the school. It
 is suggested that a variable message signs be placed in the area of the school a couple days before the event in
 order to inform of the road closures.

Please advise if there are any questions.

Respectfully,
Jorge A. Gomez, P.E.
Public Works Director

City of Doral

8401 NW 53rd Terrace, 2rd Floor Doral, FL 33166 T 305.593.6740 F 305.593.6617 Jorge.Gomez@CityofDoral.com www.CityofDoral.com

The City of Doral is on Twitter and Facebook!



From: Michael Ferrera (PZ)

Sent: Thursday, October 13, 2016 8:46 AM

To: Rita Carbonell (PW) < Rita.Carbonell@cityofdoral.com; Ignacio Resillez (PW) < Ignacio.Resillez@cityofdoral.com;

Jorge Gomez (PW) <Jorge.Gomez@cityofdoral.com>; Bakari Smith (PW) <Bakari.Smith@cityofdoral.com>

Subject: FW: Winter Wonderland Family Day - Downtown Charter School - Outdoor Event Application

Good morning PW,

Please find attached a request for an outdoor event. This is event is scheduled to take place on Saturday, December 10, 2016, and they're anticipating 200-300 attendees. I will be taking this event to the Wednesday, November 2, 2016 council meeting for approval.

In the site map, you will notice that the applicant is requesting a road closure.

Regards,

Michael P. Ferrera

AA to the Planning & Zoning Director & Outdoor Events Coordinator

Planning & Zoning Department City of Doral

8401 NW 53rd Terrace Doral, FL 33166 Г (305) 593-6630 Ext. 3001 F (305) 593-6768 Michael.Ferrera@cityofdoral.com

www.cityofdoral.com



The City of Doral is on **Twitter**, **Facebook** and **YouTube!**

From: Stephanie Bortz (PD) [mailto:Stephanie.Bortz@doralpd.com]

Sent: Thursday, October 13, 2016 8:41 AM

To: Michael Ferrera (PZ) <Michael.Ferrera@cityofdoral.com>; Jennifer Blanco (BD) <Jennifer.Blanco@cityofdoral.com>;

Nilsa Mercado < Nilsa. Mercado @doralpd.com >

Subject: RE: Winter Wonderland Family Day - Downtown Charter School - Outdoor Event Application

Good Morning Michael,

I will make contact with Ms. Susan Montoya on the following event, however, I do have a comment:

On the site map it shows only barricading the avenue on NW 53rd Street on 84th Avenue. I recommend that the
promoter submit a M.O.T to PW for approval as road closures must be approved by their department and the
map does not indicate barricades on NW 83rd Ct.

From: Michael Ferrera (PZ) [mailto:Michael.Ferrera@cityofdoral.com]

Sent: Wednesday, October 12, 2016 4:03 PM

To: Jennifer Blanco (BD); Nilsa Mercado (PD); Stephanie Bortz (PD)

Subject: Winter Wonderland Family Day - Downtown Charter School - Outdoor Event Application

Good afternoon,

Please find attached a request for an outdoor event. This is event is scheduled to take place on Saturday, December 10, 2016, and they're anticipating 200-300 attendees. I will be taking this event to the Wednesday, November 2, 2016 council meeting for approval.

Regards,

Michael P. Ferrera

AA to the Planning & Zoning Director & Outdoor Events Coordinator

Planning & Zoning Department

City of Doral

8401 NW 53rd Terrace Ooral, FL 33166 T (305) 593-6630 Ext. 3001 F (305) 593-6768 Michael.Ferrera@cityofdoral.com

www.citvofdoral.com



The City of Doral is on Twitter, Facebook and YouTube!

^{***}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.***

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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 #101

Date: 10/18/2016

Acct# 0016000342100

To: For:

ATTN: Accounts Payable Off-Duty Police Services

Downtown Charter School Elementary stephanie.bortz@doralpd.com

8390 NW 53rd Street Doral, Fl 33178

DESCRIPTION	HOURS	RATE	AMOUNT
Off-Duty Services , (2) OFFICER EVENT 12/10/2016	7.5	\$51.30	\$769.50
Off-Duty Services , (2) OFFICER EVENT 12/10/2016	6.5	\$51.30	\$666.90
		Total Due:	\$1,436.40

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.

City of Doral - Outdoor Event

Winter Wonderland Family Day - Downtown Doral Charter Elementary School City of Doral Report

No.	Participating City Departments	Required Fees	Notes
1	- Police - Department	\$ 1,436.40	
	Grand Total	\$ 1,436.40	