

MIAMI BEACH

COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission
FROM: Alina T. Hudak, City Manager
DATE: July 26, 2023

SUBJECT: A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, APPROVING THE REVISED SPECIAL EVENT REQUIREMENTS AND GUIDELINES ATTACHED TO THE COMMISSION MEMORANDUM ACCOMPANYING THIS RESOLUTION; SAID REVISIONS REQUIRING (1) ENHANCED NOTICE OF PROPOSED SPECIAL EVENTS TO NEIGHBORHOOD ASSOCIATIONS AND AFFECTED PROPERTY OWNERS WITHIN A CERTAIN RADIUS OF THE PROPOSED SPECIAL EVENT, AND (2) CITY COMMISSION APPROVAL OF SPECIAL EVENTS LOCATED IN SPECIFIED AREAS IN AND AROUND LUMMUS PARK, AMONG OTHER TERMS.

RECOMMENDATION

The Administration recommends the Mayor and City Commission accept the revisions to the Special Event Guidelines, in order to include edits and additions from City Services, changes to the frequency chart, additional resident notification, and bifurcation of special event sponsorship program.

BACKGROUND/HISTORY

The City of Miami Beach hosts a wide variety of special events that enrich the community for both visitors and residents. To mitigate the demands made upon City resources and infrastructure, applicants are required to present proposed special event activities to potentially impacted neighborhood associations and appropriate City Departments to ensure that these events are compatible with the surrounding neighborhoods. This process assists in evaluating and assessing the City's resources, both in terms of personnel and use of public property and rights-of-way to adequately protect the public safety, health, and welfare of the community.

Special events in the City of Miami Beach are subject to review and recommendation by the corresponding neighborhood or business association(s) as part of a monthly Special Events Community Review.

Currently, the Tourism and Culture Department (TCD) hosts the Special Events Community Review meeting on the third Thursday of every month in a virtual manner. The meeting invitation for the monthly meeting is sent to City personnel, event producers and community stakeholders. Additionally, TCD staff has taken steps to publicly notice the monthly meeting through the City Clerk's Office, as seen in Exhibit B.

For events that are expected to have a high impact on the community and city services, a separate community meeting is scheduled, in the form of a live webinar. TCD has collaborated with the Neighborhood Affairs Division to schedule and promote community webinars, as seen in Exhibit C.

ANALYSIS

Over the course of a year, the Tourism and Culture Department completed a review of current Special Event Guidelines to ensure the document is up to date for all city services. In addition, based on community feedback, revisions proposed include an additional step for neighborhood notification, a restriction on location for special events has been included and changes to the frequency chart.

The Administration is now presenting the revised Special Event Guidelines for the Commission's consideration.

The following will describe the revisions in their respective sections within the guidelines.

RESIDENT NOTIFICATION

In addition to the current requirements included in the special events application external review, an additional step will be included for events on public property.

The following proposed language was presented at the June 21, 2023 Public Safety and Neighborhood Quality of Life Committee meeting, and received favorable support for inclusion in the Special Events Guidelines revision.

"In addition, for large events with an attendance exceeding 1000, taking place on public property within the general boundaries of the Art Deco Cultural District, from 5th to 16th streets, applicants shall provide electronic notice to properties or neighborhoods

within a 500-foot radius if activating west of the dunes, and within 1000-foot radius if activating beachfront, east of the dunes, to advise the community of an upcoming Special Event Community Review meeting which includes discussion of said proposed event. City must be included in electronic notification to for verification purposes.”

AREA RESTRICTION

Following feedback received from the community, the following language is proposed:

“Except for grandfathered events, Special Event Permits cannot be issued for Lummus Park and Lummus Park Spoil areas north of 13th Street, or Beachfront between 13th to 16th Street, unless approved by the City Commission.”

FREQUENCY CHART

Following feedback received from the community, the chart below highlights revisions proposed in red. The complete frequency chart is included in the Special Event Guidelines attached, as seen in Exhibit A.

Designated Event Area	Current Max Number of Days Allowed in FY	Proposed Change
South of Fifth (No amplified sound permitted, excludes South Pointe Park)	Limited uses	
Lummus Park – Spoil Area W of Dunes	No Limit	120 Days – Neighborhood and ODA Notification No Activations North of 13 th Street
Lummus Park Beachfront (5 th to 15 th)	120 Days – Subject to Turtle Season	Changing “Designated Event Area” from Lummus Park Beachfront 5 th to 15 th to Lummus Park Beachfront 5 th to 13 th
Lummus Park 5th to 13th Streets CURRENTLY NOT LISTED		Add this location, with 120 Days – Neighborhood and ODA Notification
Ocean Drive (5 th to 15 th)	No Limit – Coordinate with ODA	120 Days – Neighborhood and ODA notification and coordination.
Espanola Way (Wash. Ave to Drexel)	No Limit – Coordinate with Espanola BID	No Limit – Notification and coordination with Espanola BID
Lincoln Road (Wash. Ave to Alton Road)	No Limit – Coordinate with LR BID	No Limit – Notification and coordination with LR BID
Soundscape Park (17 th St & Wash Ave South)	60 days – Coordinate with NWS	60 Days – Notification and coordination with NWS
Fillmore Theater Lawn (17 th St & Wash Ave North)	No Limit – Coordinate with Live Nation	No Limit – Notification and coordination with Live Nation

SPECIAL EVENT SPONSORSHIP PROGRAM

On June 23, 2021, the Mayor and City Commission passed a Resolution approving the revisions to the Special Event Requirements and Guidelines to include a Special Event Sponsorship Program. At that time, no other revisions were made to the document.

Since then, it has become clear that the Sponsorship program should exist as a separate guidelines document. In addition, following three cycles of the Special Event Sponsorship program, staff has identified areas of possible improvements to the program, creating a track for community organizations to apply for funding through a formal process. As part of the revisions proposed, the program will be bifurcated from the guidelines, and it will be enhanced with different funding level opportunities, to be presented for City Commission approval at a later date.

CITY SERVICES

As part of the review of the Special Event Guidelines, the Tourism and Culture Department requested a review from departments affected by Special Events, including Building, Code, Economic Development, Environmental and Sustainability, Fire, Ocean Rescue, Parking, Parks and Recreation, Police, Property Management, Public Works, Sanitation, and Transportation.

Below is a summary of edits supplied by various city departments. Full revisions are included in the Special Event Guidelines, as seen in Exhibit A.

Building:

The department provided clarification regarding mobile stages and required permits. In addition, requirement of letter of inspection by engineer of record was included.

Code Compliance:

The department provided clarification on noise ordinance. Information on violations, fines and revocation of permit was clarified.

Economic Development:

The department currently oversees the Miami Beach Convention Center, which in turn manages Pride Park and Collins Canal Park. The department provided clarification for the required process to activate the parks for a special event.

Environment and Sustainability:

The department expanded on the allowable use of straws and types of straws not allowed, such as bioplastic or compostable straws. The department also updated permitting requirements from the State for beachfront special events.

Fire Department:

The department removed the ability to hire private fire rescue personnel for events and clarified that payments for services must be made prior to the event. In addition, requirements for fireworks permits were clarified.

Parking:

The department revised the comprehensive Parking Plan requirement to include department resources such as garage parking space rentals, zicla removal installation.

In addition, the department clarified requirements for valet operators, and support staff parking for events.

Parks:

The department specified that insurance documentation may be required and would need to be approved for facility rentals.

Police:

The department added the Chief of Police's right to refuse participation in a parade due to public safety concerns and increased confrontational levels.

Facilities:

The department provided clarification regarding permit reviews. As it relates to Special Events, the Facilities Management Director, or his/her designee shall review and approve any event permits hosted at (or immediately adjacent to) City-owned facilities. Additionally, in the event a permit is issued on public property and damages are assessed the Facilities Management Division will coordinate with City staff to evaluate and quantify the damage and schedule and manage the possible repair work via City approved vendors.

Public Works Department:

The department clarified what could constitute a Right-of-Way Permit, which may include but are not limited to sidewalk closures, street closures, placement of large equipment within the Right-of-Way (Generators, Trucks, etc.)

Previously, the guidelines did not specify all the Americans with Disabilities Act requirements. Additions now include requirements for curb cuts, crosswalks, paths, portables toilets, tables, seating and more.

Transportation:

The department updated its role and responsibilities. It also expanded on what constitutes a closure, to include sidewalks and travel lanes. Deadlines for right-of-way permit applications were also included.

SUPPORTING SURVEY DATA

In the 2022 City of Miami Beach Resident Survey, 86% of residents agreed that free or City sponsored art and cultural activities contribute to their quality of life in Miami Beach and 86% of residents agreed that Miami Beach Cultural Activities (such as art shows, film festivals, musicals, and live performances) contribute to the quality of life in Miami Beach.

FINANCIAL INFORMATION

n/a

CONCLUSION

The Administration recommends the Mayor and City Commission accept the revisions to the Special Event Guidelines, in order to include edits and additions from City Services, changes to the frequency chart, additional resident notification, and bifurcation of special event sponsorship program.

Applicable Area

Citywide

Is this a "Residents Right to Know" item, pursuant to City Code Section 2-14?

Yes

Does this item utilize G.O. Bond Funds?

No

Strategic Connection

Organizational Innovation - Ensure strong fiscal stewardship.

Legislative Tracking

Tourism and Culture

Sponsor

Commissioner Alex Fernandez and Co-sponsored by Commissioner Laura Dominguez

ATTACHMENTS:

Description

- ☐ [Exhibit B Public Notice for Community Meetings](#)
- ☐ [Exhibit C - National Cycling League Public Meeting](#)
- ☐ [Revised Memorandum](#)
- ☐ [Resolution](#)
- ☐ [Exhibit A - Special Event Guidelines Revised](#)

Clerk's Note: According to Ordinance 2015-3954, Sec. 2-12(3), addendum Agenda Items C4 O, C4 P, C4 Q, C4 R, R9 AJ, and R9 AK have been approved by Mayor Gelber to be placed on the Commission Agenda. No additional vote is required.

SEPARATED ITEMS:

Mayor Gelber: C7 B

Commissioner Arriola: C4 E, C7 AE, and C7 AF

Commissioner Fernandez: C4 M

Commissioner Meiner: C7 AJ and C7 H

Vice-Mayor Richardson: C4 E, C7 W, C7 AE, C7 AF, C7 AG, and C7 AH

Commissioner Rosen Gonzalez: C4 A, C4 O, C7 I, and C7 J

9:23:14 a.m.

America the Beautiful sung by artists from the Miami Music Festival founded by Michael Rossi.

9:31:05 a.m.

NEW ITEM

RECONSIDERATION OF ITEM C7 Y FROM THE JULY 26, 2023 COMMISSION MEETING – APPROVE REVISED SPECIAL EVENT GUIDELINES (RESOLUTION 2023-32701.)

ACTION: Resolution 2023-32701 approved as amended by acclamation.

Motion 1:

Motion by Commissioner Fernandez to reconsider the Special Event Guidelines that were approved during the July 26, 2023 Commission Meeting. (See Item C7 Y; Resolution 2023-32701); Seconded by Mayo Gelber. Vote: 7-0.

Motion 2:

Motion by Commissioner Fernandez to approve the Special Event Guidelines that were approved during the July 26, 2023 Commission Meeting as amended by approving the new special events guidelines, but removing the enhanced mail notice requirements; additionally, referring the enhanced mail notice requirement to the Public Safety and Neighborhood Quality of Life Committee for further review. Amended Resolution 2023-32701 approved by acclamation. **Lisette Garcia Arrogante to handle.**

REFERRAL:

Referral to the Public Safety and Neighborhood Quality of Life Committee the enhanced mail notice requirement as it relates to the Special Events Guideline. Mark Taxis to place on the Committee Agenda. **Lisette Garcia Arrogante to handle.**

AMENDED RESOLUTION TITLE:

Commissioner Fernandez brought up for reconsideration Item C7 Y (Resolution 2023-32701) from the

RESOLUTION NO. 20 2 3 - 3 2 7 0 1

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, APPROVING THE REVISED SPECIAL EVENT REQUIREMENTS AND GUIDELINES ATTACHED TO THE COMMISSION MEMORANDUM ACCOMPANYING THIS RESOLUTION; SAID REVISIONS REQUIRING CITY COMMISSION APPROVAL OF SPECIAL EVENTS LOCATED IN SPECIFIED AREAS IN AND AROUND LUMMUS PARK, AMONG OTHER TERMS; AND FURTHER, REFERRING THE SPECIAL EVENT REQUIREMENTS AND GUIDELINES TO THE PUBLIC SAFETY AND NEIGHBORHOOD QUALITY OF LIFE COMMITTEE TO DISCUSS ENHANCED MAIL NOTICE OF PROPOSED SPECIAL EVENTS TO NEIGHBORHOOD ASSOCIATIONS AND AFFECTED PROPERTY OWNERS WITHIN A CERTAIN RADIUS OF THE PROPOSED SPECIAL EVENT.

WHEREAS, the City of Miami Beach hosts a wide variety of special events that enrich the community for both visitors and residents; and

WHEREAS, consistent with Section 12-5(1) of the City Code, all proposed special events on public property with projected attendance of more than 150 persons, and all proposed special events on private property, will be reviewed by various City departments; and

WHEREAS, representatives from City departments, including, but not limited to Police, Fire, Tourism and Cultural Development, Public Works, Parking, Planning, Code Compliance, Environment and Sustainability and Parks Departments take part in a monthly Special Events Internal Review meeting; and

WHEREAS, to mitigate the demands made upon City resources and infrastructure, applicants are required to present proposed special event activities to potentially impacted neighborhood associations and appropriate City Departments to ensure that these events are compatible with the surrounding neighborhoods; and

WHEREAS, the foregoing process allows the City to evaluate and assess the City's resources, both in terms of personnel and use of public property and rights-of-way, to ensure that the proposed event does not adversely impact the public safety, health, and welfare of the community; and

WHEREAS, the Tourism and Culture Department (TCD) hosts the Special Events Community Review meeting virtually, on the third Thursday of every month, and the meeting invitation for the monthly meeting is publicly noticed through the City Clerk's Office and is sent to City personnel, event producers, and community stakeholders; and

WHEREAS, the Tourism and Culture Department has completed a review of current Special Event Guidelines, most recently approved via City Commission Resolution No. 2021-31742 (the "Guidelines") to ensure that the Guidelines reflect current practices and City regulations, and incorporate feedback received from the neighborhood review process; and

WHEREAS, specifically, the Tourism and Culture Department led a multi-disciplinary review of the Guidelines with departments affected by Special Events, including Building, Code, Economic Development, Environmental and Sustainability, Fire, Ocean Rescue, Parking, Parks

and Recreation, Police, Property Management, Public Works, Sanitation, and Transportation, and the revised Special Event Guidelines include edits received from said departments; and

WHEREAS, in addition, following community feedback, the following language will also be included in the Revised Guidelines:

Except for Grandfathered events, Special Event Permits shall not be issued for Lummus Park and Lummus Park Spoil areas north of 13th Street, or Beachfront between 13th to 16th Street, unless approved by the City Commission; and

WHEREAS, as part of the proposed revisions, the Special Events Sponsorship Program will be bifurcated and removed from the Guidelines, to allow the Administration to separately propose revisions to the sponsorship program, with different funding level opportunities, to be presented for City Commission approval at a later date; and

WHEREAS, based on community feedback, the Revised Guidelines also include updates to the frequency chart to ensure the protection of public areas; and

WHEREAS, the Mayor and City Commission wish to approve the revised Guidelines, and, in addition, refer the Guidelines to the Public Safety and Neighborhood Quality of Life Committee to discuss enhanced mail notice of proposed special events to neighborhood associations and affected property owners within a certain radius of the proposed Special Event.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission hereby approve the revised Special Event Requirements and Guidelines attached to the Commission Memorandum accompanying this Resolution; said revisions requiring City Commission approval of special events located in specified areas in and around Lummus Park, among other terms; and further, refer the Special Event Requirements and Guidelines to the Public Safety and Neighborhood Quality Of Life Committee to discuss enhanced mail notice of proposed special events to neighborhood associations and affected property owners within a certain radius of the proposed Special Event.

PASSED AND ADOPTED this 26 day of July, 2023.

ATTEST:



SEP 28 2023

Rafael E. Granado, City Clerk



Dan Gelber, Mayor

(sponsored by Commissioner Alex Fernandez)



APPROVED AS TO
FORM & LANGUAGE
& FOR EXECUTION

City Attorney

9-27-23
Date