

# MIAMI BEACH

## Neighborhood/Community Affairs Committee Meeting

City Hall, Commission Chambers, 3rd Floor, 1700 Convention Center Drive

May 22, 2018 - 10:00 AM

Commissioner Kristen Rosen Gonzalez, Chair

Commissioner Michael Gongora, Vice-Chair

Commissioner Mark Samuelian, Member

Commissioner Micky Steinberg, Alternate

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## **OLD BUSINESS**

1. **DISCUSSION REGARDING AN ORDINANCE AMENDING THE HOURS OF OPERATION FOR ALCOHOLIC BEVERAGE ESTABLISHMENTS IN THE SUNSET HARBOUR NEIGHBORHOOD**  
July 26, 2017 - C4 P  
Sponsored by Commissioner Arriola  
Office of the City Attorney/Planning/Police/Code Compliance
2. **DISCUSSION DIRECTING STAFF TO ENHANCE NEXT YEAR'S HOLIDAY DECORATION**  
January 17, 2018 - C4 L  
Sponsored by Commissioner Samuelian  
Property Management
3. **DISCUSSION REGARDING THE FUTURE LOCATION OF 2018 CICLOVIAEVENTS**  
February 14, 2018 - C4 A  
Sponsored by Commissioner Samuelian  
Marketing and Communications
4. **DISCUSSION REGARDING THE CLEANLINESS INDEX PROGRAM**  
February 14, 2018 - C4 J  
Sponsored by Commissioner Góngora  
Organization Development Performance Initiatives/Public Works  
**Supplemental updated on 5/21/2018.**
5. **DISCUSSION REGARDING HOLDING A JOB FAIR FOR HIGH SCHOOL STUDENTS LIVING IN MIAMI BEACH, IN PARTNERSHIP WITH THE MIAMI BEACH CHAMBER OF COMMERCE, TO ASSIST STUDENTS IN FINDING SUMMER JOBS, AS REQUESTED BY THE YOUTH COMMISSION**  
February 14, 2018 - C4 AI  
Sponsored by Commissioner Rosen Gonzalez  
Organization Development Performance Initiatives
6. **DISCUSSION REGARDING THE INCREASE IN CRIME IN MIAMI BEACH AND HAVING MORE COMMUNITY POLICING CITYWIDE**  
February 14, 2018 - R9 X  
Sponsored by Commissioner Góngora  
Police

**Supplemental updated on 5/17/2018 at the request of Commissioner Góngora.**

7. **DISCUSSION REGARDING AN AUTONOMOUS MASS TRANSIT SHUTTLE TEST PROGRAM IN MIAMI BEACH**  
March 7, 2018 - C4 J  
Sponsored by Commissioner Rosen Gonzalez  
Transportation

## **NEW BUSINESS**

8. **DISCUSSION REGARDING THE RATIONAL RECOVERY PROJECT, SPONSORED BY THE FREEZONE YOUTH SELF RESPECT AND SOUTH BEACH SOBER COACH**  
January 17, 2018 - C4 M  
Sponsored by Commissioner Góngora  
Office of Housing and Community Services  
**Supplemental updated on 5/18/2018 at the request of Commissioner Góngora.**
9. **DISCUSSION REGARDING A POTENTIAL PARK SHARE PILOT IN MIAMI BEACH**  
February 14, 2018 - C4 AG  
Sponsored by Commissioner Alemán  
Parking
10. **DISCUSSION REGARDING ESTABLISHING A DOG PARK IN THE COLLINS PARK NEIGHBORHOOD, NEAR THE W SOUTH BEACH**  
April 11, 2018 - C4 P  
Sponsored by Commissioner Rosen Gonzalez  
Parks and Recreation
11. **DISCUSSION TO CONSIDER THE INSTALLATION OF THE BEAUTIFUL BARRIERS CONCEPT AS SECURITY BARRIERS AROUND THE CITY**  
April 11, 2018 - C4 Q  
Sponsored by Commissioner Alemán & Co-sponsored by Commissioner Rosen Gonzalez  
Property Management
12. **DISCUSSION REGARDING AMENDING CHAPTER 82 OF THE CODE OF THE CITY OF MIAMI BEACH TO INCLUDE VARIOUS PROVISIONS, DEFINITIONS, AND EXCEPTIONS RELATED TO KITEBOARDING**  
April 11, 2018 - C4 S  
Sponsored by Commissioner Samuelian  
Tourism, Culture, Economic Development
13. **DISCUSSION TO EXPLORE OPPORTUNITIES TO EXPAND THE USE OF SERVICES LIKE FREEBIE AND THE COMMUNICATIONS TO POTENTIAL RIDERS**  
April 11, 2018 - C4 T  
Sponsored by Commissioner Samuelian  
Transportation/Communications
14. **DISCUSSION REGARDING NAMING THE FITNESS AREA IN LUMMUS PARK AS "MUSCLE BEACH"**  
April 11, 2018 - C4 U  
Sponsored by Commissioner Arriola  
Parks and Recreation
15. **DISCUSSION REGARDING POTENTIALLY CO-NAMING A STREET IN NORTH BEACH FOR RABBI ABRAMOWITZ AND, AS AN ALTERNATIVE, A DISCUSSION REGARDING A COMMEMORATIVE PLAQUE, OR OTHER MONUMENT OR MEMORIAL, IN HONOR OF RABBI MAYER ABRAMOWITZ**



April 11, 2018 - C4 V

Sponsored by Commissioner Góngora/Co-sponsored by Commissioner Rosen Gonzalez

Transportation/Office of the City Attorney

**Supplemental updated on 5/21/2018.**

16. **DISCUSSION REGARDING MOVING FORWARD WITH AN ART INSTALLATION THAT CELEBRATES DIVERSITY IN OUR COMMUNITY, AS REQUESTED BY THE LGBTQ ADVISORY COMMITTEE**

April 11, 2018 - C4 X

Sponsored by Commissioner Steinberg

Tourism, Culture and Economic Development

17. **DISCUSSION REGARDING QUALITY EDUCATION IN MIAMI BEACH TO CONSIDER THE IMPLEMENTATION OF THE ACTIVE SHOOTER AWARENESS PROGRAM (ASAP) IN MIAMI BEACH SCHOOLS**

April 11, 2018 - C4 AE

Sponsored by Commissioner Rosen Gonzalez

Organization Development Performance Initiatives/Police

18. **DISCUSSION TO EXPLORE PURCHASING NEW STREET SIGNS FOR MIAMI BEACH**

April 11, 2018 - C4 AF

Sponsored by Commissioner Rosen Gonzalez

Transportation

19. **DISCUSSION REGARDING THE USE OF MOTORCYCLE PARAMEDICS IN MIAMI BEACH TO REDUCE MEDICAL RESPONSE TIMES DURING HEAVY TRAFFIC, WHICH CAN INCREASE SURVIVAL RATES FOR PATIENTS**

April 11, 2018 - C4 AG

Sponsored by Commissioner Rosen Gonzalez

Fire

20. **DISCUSSION REGARDING AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AMENDING CHAPTER 62 OF THE CITY CODE, ENTITLED "HUMAN RELATIONS," BY CREATING ARTICLE VI THEREOF, TO BE ENTITLED "PROTECTION OF HOTEL AND HOSTEL EMPLOYEES FROM ASSAULT AND SEXUAL HARASSMENT," TO PROVIDE REGULATIONS REGARDING THE PERSONAL SAFETY OF CERTAIN HOTEL AND HOSTEL EMPLOYEES; PROVIDING FOR ENFORCEMENT AND PENALTIES; AND PROVIDING FOR REPEALER, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE**

April 11, 2018 - R5 N

Sponsored by Commissioner Rosen Gonzalez

Office of the City Attorney

**Supplemental updated on 5/21/2018.**

21. **DISCUSSION REGARDING A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF MIAMI BEACH, FLORIDA, RECOGNIZING UNITED NATIONS ANTI-BULLYING DAY ON MAY 4TH; DIRECTING THE CITY ADMINISTRATION TO REVIEW AND, IF APPLICABLE, PROPOSE AMENDMENTS TO ANY EXISTING ANTI-BULLYING POLICIES (OR TO PROPOSE NEW ANTI-BULLYING POLICIES) FOR CITY SERVICES, CITY-SUPPORTED SERVICES, AND CITY FACILITIES; ESTABLISHING GUIDELINES FOR SUCH POLICIES; REQUIRING THAT SUCH POLICIES PROTECT INDIVIDUALS ON THE BASIS OF THE PROTECTED CLASSES SET FORTH IN THE CITY'S HUMAN RIGHTS ORDINANCE, AS MAY BE APPLICABLE; AND PROVIDING THAT THE CITY ADMINISTRATION SHALL PRESENT SUCH POLICIES TO THE AD HOC ANTI-BULLYING TASK FORCE PRIOR TO CITY COMMISSION APPROVAL**

April 11, 2018 - R7 H

Sponsored by Commissioner Alemán & Co-sponsored by Commissioner Gongora

Police/Human Resources/Organization Development Performance Initiatives

22. **DISCUSSION REGARDING THE PERMITTING REQUIREMENTS FOR BICYCLE EVENTS ON MIAMI BEACH ROADWAYS**

February 14, 2018 - R9 M  
Sponsored by Commissioner Alemán  
Tourism, Culture and Economic Development

23. **DISCUSSION REGARDING THE POSITION OF CONDOMINIUM OMBUDSMAN WITHIN THE CITY OF MIAMI BEACH**

April 11, 2018 - R9 N  
Sponsored by Commissioner Góngora  
Marketing and Communications

24. **DISCUSSION REGARDING FUNDING FOR FEDERATION TOWERS' PROGRAMMING**

April 11, 2018 - R9 S  
Sponsored by Commissioner Rosen Gonzalez  
Finance/Office of Housing and Community Services

25. **DISCUSSION REGARDING HOW MIAMI BEACH CAN EXPEDITE HOMEOWNER PERMIT APPLICATIONS**

April 11, 2018 - R9 V  
Sponsored by Commissioner Góngora  
Building

26. **DISCUSSION REGARDING THE CONDITION OF WASHINGTON AVENUE, THE INCREASING NUMBER OF VACANT STOREFRONTS THEREIN, AND THE STATUS OF THE WASHINGTON AVENUE BUSINESS IMPROVEMENT DISTRICT**

April 11, 2018 - R9 W  
Sponsored by Commissioner Góngora  
Tourism, Culture, Economic Development

27. **DISCUSSION REGARDING THE NAMING OF MIAMI BEACH CONVENTION CENTER BALLROOMS TO DEVELOP CONSENSUS REGARDING PROPOSED NAMES, WITH ANY NAMES NOT PREVIOUSLY RECOMMENDED BY THE NEIGHBORHOOD/COMMUNITY AFFAIRS COMMITTEE**

April 25, 2018 - R9 B  
Tourism Culture and Economic Development

**DEFERRED ITEMS**

28. **DISCUSSION REGARDING THE 23RD STREET AND 63RD STREET COMPLETE STREETS FEASIBILITY STUDIES**

December 13, 2017 - C4 A  
Transportation

**Status: Deferred to the July 18, 2018 NCAC meeting pending completion of community outreach.**

29. **DISCUSSION REGARDING THE DESIGN AND CONSTRUCTION OF TWO (2) NEIGHBORHOOD MONUMENT SIGNS REQUESTED BY THE SOUTH OF FIFTH NEIGHBORHOOD ASSOCIATION**

December 13, 2017 - C4 B

Capital Improvement Projects

**Status: Deferred to the June 20, 2018 NCAC meeting pending schematic design review by SOFNA.**

30. **DISCUSSION REGARDING ENHANCING NORTH BEACH THROUGH CREATIVE FUNDING/DEVELOPING A QUALITY OF LIFE PLAN THAT DEVELOPS A QUALITY OF LIFE PLAN THAT INCLUDES OPTIONS WITH RESPECT TO TRAFFIC, PARKING AND NEIGHBORHOOD PROJECTS, CONSISTENT WITH THE NORTH BEACH MASTER PLAN**

December 13, 2017 - C4 V

Sponsored by Commissioner Samuelian

Tourism, Culture and Economic Development/Finance

**Status: Deferred to the June 20, 2018 NCAC meeting pending completion of individual briefing with**

**NCAC committee members.**

31. **DISCUSSION TO CONSIDER ESTABLISHING A NEW BARK BEACH IN SOUTH BEACH**  
February 14, 2018 - C4 G  
Sponsored by Commissioner Alemán  
Parks and Recreation  
**Status: Deferred to the June 20, 2018 NCAC meeting per the sponsor's request.**
32. **DISCUSSION REGARDING POTENTIALLY ADDING THE NAME "MIAMI BEACH BOULEVARD" TO 5TH STREET**  
February 14, 2018 - C4 I  
Sponsored by Commissioner Góngora  
Transportation/Office of the City Attorney  
**Status: Deferred to the June 2018 NCAC meeting pending information from Michael Comras regarding community support.**
33. **DISCUSSION REGARDING CABLERUNNER AND ITS TECHNOLOGY**  
February 14, 2018 - C4 V  
Sponsored by Commissioner Alemán  
Public Works/Information Technology  
**Status: Deferred to the June 20, 2018 NCAC meeting pending analysis from consultant.**
34. **DISCUSSION REGARDING THE RENEWAL OF THE POLICE AND PARKING DEPARTMENT TOWING PERMITS TO BEACH TOWING SERVICES, INC. AND TREMONT TOWING, INC. FOR A TERM OF ONE (1) YEAR, COMMENCING ON MARCH 1, 2018 AND EXPIRING ON FEBRUARY 28, 2019.**  
February 14, 2018 - C7 A  
Sponsored by Commissioner Alemán  
Parking  
**Status: Deferred to the June 20, 2018 NCAC meeting.**

**ADDENDUM**

35. **DISCUSSION REGARDING NAMING FOR THE NEW NORTHERN CONVENTION CENTER PARK; THE MAIN CONVENTION CENTER PARK; AND THE 21ST STREET COMMUNITY CENTER CLUBHOUSE**  
May 16, 2018 - C4 AK  
Tourism, Culture and Economic Development
36. **DISCUSSION REGARDING THE STATUS UPDATE OF THE BOARDWALK ALONG THE BEACH, FROM 23RD TO 46TH STREETS**  
May 16, 2018 - R9 R  
Sponsored by Commissioner Steinberg  
Capital Improvement Projects
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# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING AN ORDINANCE AMENDING THE HOURS OF  
OPERATION FOR ALCOHOLIC BEVERAGE ESTABLISHMENTS IN THE  
SUNSET HARBOUR NEIGHBORHOOD**

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### ATTACHMENTS:

Description	Type
Purdy Lounge	Memo

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: Discussion Regarding an Ordinance amending The Hours Of Operation For Alcoholic Beverage Establishments In The Sunset Harbour Neighborhood

### **BACKGROUND**

This item was introduced at the September 27, 2017 Neighborhood and Community Affairs Committee (NCAC) meeting where a six month update was requested. At the April 4, 2018 meeting, the Code Compliance Department and Police Department provided a six-month history of the calls for service associated with 1811 Purdy Avenue, Purdy Lounge. The Committee provided direction for Purdy Lounge to look into additional solutions to curb the noise complaints by the condominium towers across the street from the location, including:

1. Immediately start redirecting patrons from the existing entrance to 18th Street with a physical solution.
2. Purdy Lounge security, to supplement the work of the Miami Beach Off-Duty Police, minimizes these issues.
3. Purdy Lounge to work with the Public Works Department to find a viable solution to the alley exit.

### **ANALYSIS**

The Code Compliance Department coordinated a site visit that took place on April 10, 2018 at 1811 Purdy Avenue. Representatives from the following departments were present: Fire Prevention, Police, Sanitation, Public Works, Planning & Zoning, Parking, and Code Compliance.

#### *Back Exit to Alleyway*

Specifically, the Committee requested Purdy Lounge to investigate the possibility of making the back exit to the alleyway the main point of exit for the patrons of Purdy Lounge. It was determined that at this time it is not possible to designate the back exit as the main entrance or exit point for the building for several reasons. The representative from Fire Prevention advised that the travel distance from the bathroom to the back exit would require the addition of sprinklers to the entire building. Additionally, the alleyway behind the establishment does not have the width required to meet the ADA requirements nor is the ramp the proper grade. See attached pictures for reference.

#### *Uber/Lyft Designated Area*

The Committee requested that Purdy Lounge and the City work together to develop a passenger pick-up and drop-off area to the south on 18th Street in an effort to minimize the amount of noise from passengers waiting for their ride. The Purdy Lounge has attempted to have Uber and Lyft geo-fence their business address to this location however they have not been successful in receiving confirmation from either ride share company. In an effort to encourage this behavior change, the Parking Department has established a 90-day pilot program creating a passenger loading zone on the north side of the 1400 block of 18th Street (approximately mid-block between Purdy Avenue and Bay Road). Parking regulations do not provide for the creation of a pick-up/drop-off location for a single establishment, but the proposed zone would serve multiple businesses in the Sunset Harbour neighborhood. The passenger loading zone will be in effect Thursdays – Sundays between 11:00 PM and 5:00 AM.

Additionally, Purdy Lounge has employed stanchions outside of the main exit that push customers toward 18th Street to prevent lingering in front of their establishment. This occurs on Fridays and Saturdays from 12:00 AM to 5:00 AM. They also use a modified direction method on Sundays and Mondays. See attached pictures. Furthermore, the bar has employed an additional security guard, bringing the total to three, who assists in directing customers to the 18th Street area when leaving.

#### *Calls for Service*

The Code Compliance Department has received two noise complaints for the establishment located at 1811 Purdy Avenue since the last Neighborhoods Committee meeting in early April. The first was on Saturday, May 5, 2018 at 2:30 AM. On this night, Purdy Lounge advised the off-duty Police Officers were not able to cover the shift. The Cinco de Mayo weekend presented a challenge for many businesses to fill off-duty jobs due to staffing requirements in other areas of the City. When Code responded to the noise complaint it was determined the noise was not unreasonably loud or excessive. It was noted that the inspection was conducted to the north, south, east and west of the establishment at street level and that both the music and the noise outside the establishment was not loud or excessive. As the call was made anonymously, there was no way for the officer to know the vantage point of the complainant and as a result, no violation was issued. The second noise complaint occurred on Monday, May 7, 2018 at 2:55 AM and was referred to Police as Code was not on duty at this time.

There were three Police calls for service since April 4, 2018, handled by police at Purdy Lounge. Two were “watch orders” of the Purdy area initiated by patrol officers on April 21<sup>st</sup> and April 28<sup>th</sup> (not really calls for service to the lounge, just listed because of the way the call was captured by the computer aided dispatch system). The remaining call was a disturbance where a male called advising he had been punched in face and then disconnected the call. The call was routed to on scene police (off-duty units working the Purdy Lounge) who per the notes closed the call with the disposition “In service – no report”. This was on April 22<sup>nd</sup> at 2:42 am.

#### *Other Actions Taken*

The management staff of Purdy Lounge met with the condominium tower residents on April 27, 2018 to discuss other solutions. An idea was floated about constructing a canopy or outdoor vestibule to reduce the amount of noise that travels upwards toward the condo building. Purdy Lounge has initiated the process of getting plans and quotes from various companies and will work with the appropriate departments to determine if this is a viable option.

**ATTACHMENTS:**

1. Photographs of Purdy Lounge back alleyway
2. Photographs of Stanchions

JLM/KGB/SKS

**ATTACHMENT 1: Photographs of Purdy Lounge back alleyway**

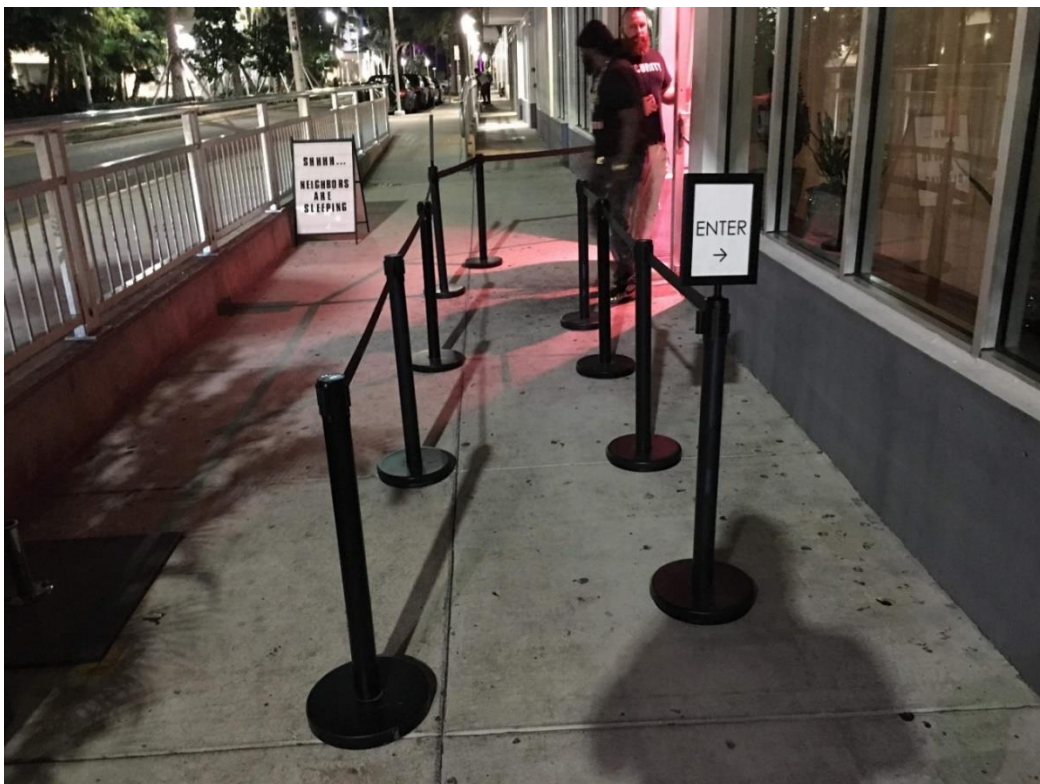








ATTACHMENT 2: STANCHIONS



# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION DIRECTING STAFF TO ENHANCE NEXT YEAR'S HOLIDAY DECORATION**

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### **HISTORY:**

In February 2017, the City released a Request for Proposals for vendors to design, furnish, install, maintain, remove and store holiday lighting and decorations. On July 26, 2017, Resolution 2017-29956 was adopted and authorized the Mayor and City Clerk to execute an agreement with Artistic Holiday Designs for a term of three (3) years. Year one of the contract was funded in FY 2017/18 in the amount of \$430,935, which comprised 20 sites, including the Julia Tuttle Welcome Sign entrance, City Hall, Espanola Way corridors, Police Headquarters, Lincoln Road, Ocean Drive, and the 87<sup>th</sup> Street sign, as well as other points throughout the city. In year two and three of the contract, Artistic Holiday Design will further augment and expand holiday lighting to other areas throughout the City meeting key intended outcomes to enhance and beautify urban and residential neighborhoods, historic assets, select neighborhoods and redevelopment areas.

Property Management has been working with the contractor on phase two design of the holiday lighting program. At the Neighborhoods and Community Affairs Committee meeting held on April 4<sup>th</sup>, 2018, Commissioner Góngora motioned to supplement the current referral to include Mr. Morrison's proposals as well as involve FDOT on the design process of the MacArthur Causeway decorations.

### **ANALYSIS:**

Artistic Holiday Designs has provided a final proposal presentation for the design for phase two of the holiday lighting program. The presentation attached herein includes visual aids of each targeted location and its proposed decorations. Pages 28-29 contain a description and price for each of the following locations: Julia Tuttle entrance, Lincoln Road, Anchor Garage, Sunset Garage, Collins Park, Convention Drive, Ocean Drive, 73<sup>rd</sup> & Ocean Terrace, South Pointe Beach, Open Space Park, 87<sup>th</sup> Street, 41<sup>st</sup> Street, Fire Department, Collins Ave, 5<sup>th</sup> Street, 71<sup>st</sup> Street, Normandy Drive, and Alton Road. The cost for décor and trees will total \$430,935.16.

Jim Morrison Productions, Inc. submitted a proposal to enhance the MacArthur Causeway during the holiday lighting program. The MacArthur Causeway is considered to be the main access to South Beach, Jim Morrison Productions has proposed an effective holiday decoration which does not require electricity. The temporary holiday installation would include 36" diameter, wire reinforced ribbon/bows mounted atop 120 palm trees spanning the length of the causeway through the center median strip. The bows would be mounted on both north and south side rows of trees and would be visible by those crossing the causeway in either direction. The total cost of this proposal is all inclusive and not to exceed \$65,000, subject to Florida Department of Transportation (FDOT) approval.

**CONCLUSION:**

Artistic Holiday Designs and Jim Morrison Productions, Inc. have submitted their proposals to the Property Management Department for review. The estimated cost for phase two of the holiday lighting program and the addition of the MacArthur Causeway will total \$495,935.16. The final presentation is attached herein for the Committee's review and the Department seeks final direction as this item will be presented at the next Finance and Citywide Projects Committee Meeting as a budget enhancement request for FY 18-19.

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
❑ Artistic Holiday Designs 2018 Proposed Holiday Lighting Presentation	Other
❑ Jim Morrison Production MacArthur Causeway Proposal	Other
❑ Jim Morrison MacArthur Causeway Visual	Other

# 2018 Proposed Holiday Lighting Costs Updated 4/4/18

CITY OF MIAMI BEACH • FLORIDA • USA





**Add pink lounge chairs on left side & 6 palm trees**  
*Miami Beach / Florida*

**Artistic**  
Holiday Designs





**Add pink lounge chairs on right side & 6 palm trees**  
*Miami Beach / Florida*

**Artistic**  
Holiday Designs





## **Lincoln Road - additional tree lighting - branch wrap & palms with fronds**

*Miami Beach / Florida*

**Artistic**  
Holiday Designs



## Lincoln Road - additional tree lighting - branch wrap trees

*Miami Beach / Florida*

**Artistic**  
Holiday Designs





## **Lincoln Road - additional tree lighting - palms with fronds**

*Miami Beach / Florida*

**Artistic**  
Holiday Designs



**Lincoln Road - additional tree lighting - palms with fronds**  
*Miami Beach / Florida*

**Artistic**  
Holiday Designs





## Lincoln Road - additional tree lighting - branch wrap & palms with fronds

*Miami Beach / Florida*

**Artistic**  
Holiday Designs





## Lincoln Road - additional tree lighting - branch wrap & palms with fronds

*Miami Beach / Florida*

**Artistic**  
Holiday Designs



## Anchor Garage

Miami Beach / Florida

Artistic  
Holiday Designs





## Sunset Garage

*Miami Beach / Florida*

Artistic  
Holiday Designs



## **Collins Park East**

*Miami Beach / Florida*





**Collins Park West**  
*Miami Beach / Florida*

**Artistic**  
Holiday Designs







**Convention Drive**  
*Miami Beach / Florida*

**Artistic**  
Holiday Designs





**Meridian Drive**  
*Miami Beach / Florida*

**Artistic**  
Holiday Designs





**Lummus Park - Walk thru Wave**  
*Miami Beach / Florida*

**Artistic**  
Holiday Designs





## **Lummus Park - Snowman (Beachy theme in progress) with 10ft snowflakes**

*Miami Beach / Florida*





## 73rd & Ocean Terrace - Pole decor and tree lighting

*Miami Beach / Florida*





**South Pointe Beach - field decor with Double Cone Tree**  
*Miami Beach / Florida*

**Artistic**  
Holiday Designs





## Open Space Park

*Miami Beach / Florida*





## Open Space Park

*Miami Beach / Florida*



**87th Street - 10 ft Edelweiss**  
*Miami Beach / Florida*

**Artistic**  
Holiday Designs





## 41st Street - additional tree lighting

*Miami Beach / Florida*

**Artistic**  
Holiday Designs



**Fire Department**  
*Miami Beach / Florida*

**Artistic**  
Holiday Designs







## 71st / Normandy Drive - Prism Pole Decor

Miami Beach / Florida

Artistic  
Holiday Designs

LOCATION DESCRIPTION	PRICE FOR DECOR	PRICE FOR TREES
Julia Tuttle entrance Double the umbrellas so there are one pink and one blue on each side.	\$16,997.50	\$0.00
Lincoln Road Adding 24 total palm trees. 12 will be pure white base with pure white fronds. Then the remaining 12 will be 3 with bases of each color: pink, blue, green, orange. All trees will have pure white fronds. 300 sets of lights will be used to branch wrap approximately 6 total trees.	\$0.00	\$27,399.60
Anchor Garage Three level overhangs will have icicle lighting as shown. 5 trees palm trees: 2 - orange, 1 blue, 1 pink, and 1 green. Fronds will be done in pure white.	\$1,115.00	\$3,958.25
Sunset Garage 50 custom light panels to be placed on the building as shown. 4 - 3D ornaments in Orange, blue, pink, and green.	\$25,905.60	\$0.00
Collins Park The already purchased Sylma will be installed across from Collins Park. 36 total palm trees with colored bases. 9 of each pink, blue, green, and orange. Fronds will be done in pure white.	\$0.00	\$28,499.40
Convention Drive Large 3D star added to the Convention Drive side. 24 total palm trees added with colored bases. 6 of each Pink, blue, green, and orange. Fronds will be done in pure white.	\$11,028.06	\$9,499.80
Ocean Drive A Miami Beach style snowman will have sunglasses, a hat, and a bathing suit. We will place custom 3d snowflakes next to the snowman. A custom walk-thru wave will be added. We will leave the walk thru ornament so the entire park will have two separate interactive locations with the Ornament, and Wave. Add 24 additional palm trees in pure white with pure white fronds.	\$26,621.80	\$18,999.60
73rd & Ocean Terrace 15 1-meter pole decorations along with 16 total palm trees in pure white base with pure white fronds.	\$5,106.90	\$12,666.40
South Pointe Beach Double cone tree will be put in the park. We will move one ornament, one giftbox, and two ribbons over from last years product at Ocean Drive. 24 total palm trees will be lighted with Pure white base and pure white fronds.	\$5,333.62	\$18,999.60
Open Space Park Entrance fence will have icicle lights. 20 candy pole decor will be placed on the light poles. 16 lollipop and 24 candy pieces will be placed in trees along with 20 lighted spheres. Two double candycane decorations will be placed with two spheres at each one. A gingerbread man will be added along the walk. 4 palm trees with fronds will be done in pure white. 200 sets of lights will be used to trunk wrap bottom sections of trees throughout the park.	\$40,039.65	\$8,766.60

LOCATION	DESCRIPTION	PRICE FOR DECOR	PRICE FOR TREES
87th Street decor	Adding 2 edelweiss decorations near the tree. Also will be replacing the Miami Beach sign.	\$4,849.68	\$0.00
41st street	Adding 16 additional palm trees with blue trunks and warm white fronds.	\$0.00	\$12,666.40
Fire Department	Roofline in front will have icicle lighting. Two 6' 2D snowflakes will be placed on building. Two 3D snowflakes will be placed in yard. 8 total palm trees done in colors. 2 of each orange, blue, pink, and green. Trees have pure white fronds.	\$8,512.80	\$6,333.20
Collins Ave	44- 3 meter pole decor 24- 1 meter pole decor	\$31,988.24	\$0.00
5th street (addon)	Additional 12 trees (24 total as we do 12 now) in the medians. 22- 3 meter pole decor	\$12,255.76	\$9,499.80
71st Street	36- 3 meter pole decor. 10- 1 meter pole decor (around fountain area)	\$23,170.18	\$0.00
Normandy Drive	46- 3 meter pole decorations.	\$25,625.68	\$0.00
Alton Road	63- 3 meter pole decorations. There are 126 total poles and we are going to do every other pole.	\$35,096.04	\$0.00
<b>TOTAL</b>		<b>\$273,646.51</b>	<b>\$157,288.65</b>



Arils-11c

Holiday Designs

IN<sup>F</sup>illuminations  
411 Leblanc  
Zit, -, V3

DATE: MAY 3, 2018

T. 305-651-7873 F. 305-651-2583  
C. 305-754-9265 E. jim@JimMorrisonProductions.com

TO:  
City of Miami Beach

PROJECT:  
MacArthur Causeway Palms  
Holiday Bows

*Jim Morrison Productions hereby proposes the following:*

*As the Holiday Season approaches, South Beach becomes a prime destination for tourists and area residents alike. In addition to the sun and sand Miami Beach is famous for, International Art shows, events, High-end eateries and shopping venues continue to attract those seeking the best the area has to offer.*

*In preparation for the Holidays, The City of Miami Beach takes pride in its commitment to an annual display of Holiday decorations by contracting with Holiday Lighting companies. Over the years venues have expanded to include more landmarks, neighborhoods and thoroughfares.*

*Although the MacArthur Causeway is considered to be the main access to South Beach, with a lack of access to electricity, the Causeway has always been excluded from the list of venues to be lighted.*

*With that in mind, we propose a simple yet very effective Holiday Design which doesn't require electricity. The design would encompass the entire length of the causeway allowing for a Holiday experience for drivers going to and from Miami Beach along the MacArthur Causeway.*

*The temporary Holiday installation would include 36" diameter, wire reinforced Ribbon / Bows mounted atop 120 palm trees spanning the length of the causeway through the center median strip. The Bows would be mounted on both north and south side rows of trees to be viewed by those crossing the causeway in either direction. We also feel there will be optimal viewing from cruise ships as an added benefit to Port Miami.*

*The total cost of this proposal is all inclusive and not expected to exceed \$65,000.*

*Product and services provided within this proposal include but are not limited to: design and project management services, all necessary materials, complete installation and periodic inspection, removal, annual storage, MOT Certified personal and equipment along with State Police escort as deemed necessary.*

*This design proposal is subject to substantial modifications based on further discussions with City of Miami Beach and FDOT officials.*

Reviewed and Accepted by:

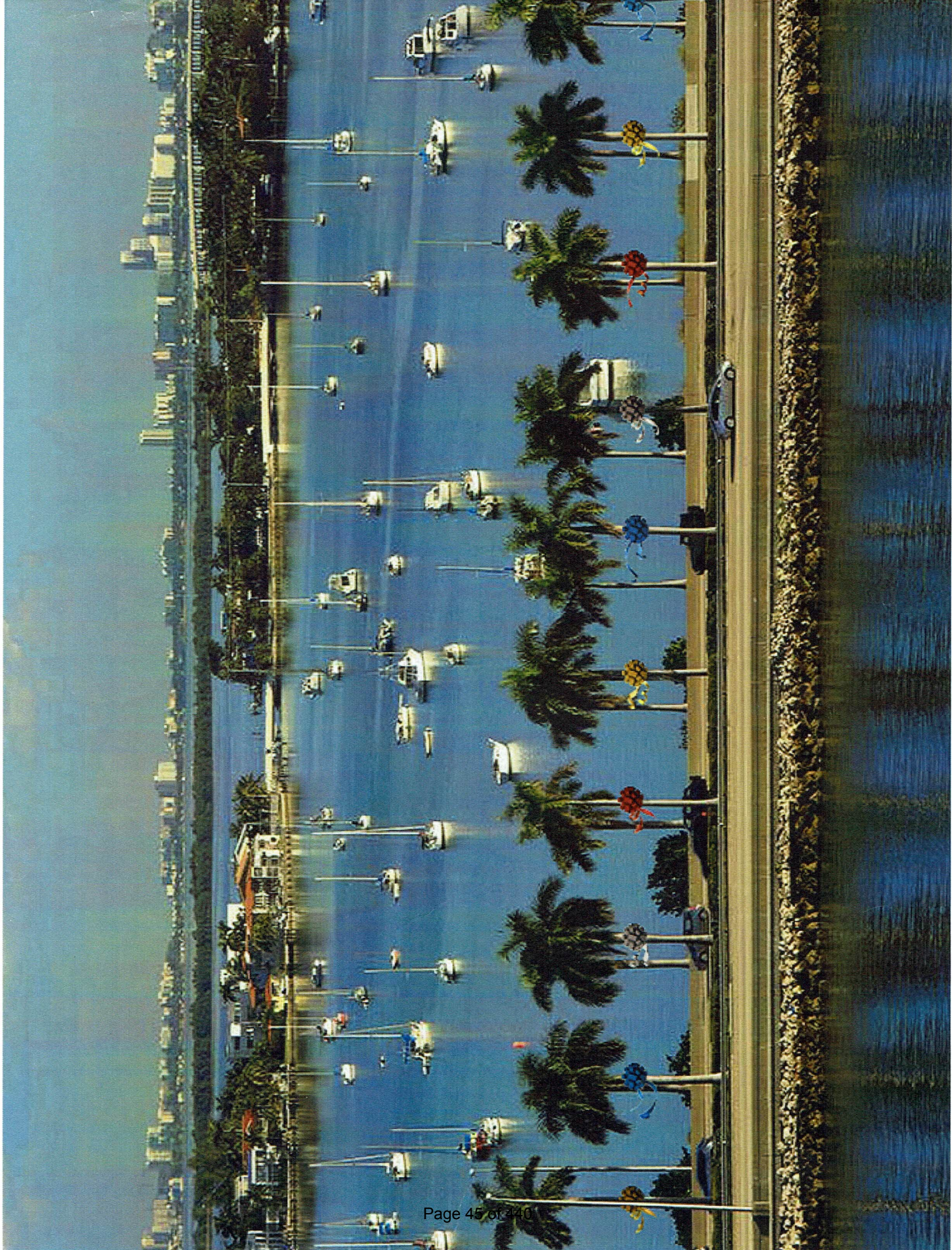
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# MIAMI BEACH

## **COMMITTEE MEMORANDUM**

**TO:** Neighborhood/Community Affairs Committee Members

**FROM:** Jimmy L. Morales, City Manager

**DATE:** May 22, 2018

**SUBJECT: DISCUSSION REGARDING THE FUTURE LOCATION OF 2018 CICLOVIA EVENTS**

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### **KEY INTENDED OUTCOME:**

Enhance External And Internal Communication From And Within The City

### **HISTORY:**

Each year the City of Miami Beach hosts a wide range of events and programs throughout Miami Beach, in order to engage and educate the community and provide opportunities for recreation and family enjoyment.

In 2016, the City launched regular Ciclovía events to promote an active and healthy lifestyle. The Ciclovía event transforms Washington Avenue into an urban park by encouraging attendees to walk, bike, run or skate while enjoying a variety of activities and entertainment. This event is open to the general public at no charge. Ciclovía costs the city approximately \$30,000 per event, or \$120,000 per year. The funding for this is out of the Transportation department.

Ciclovías are “open streets” events which turn major city streets into safe, car-free environments for families to run, bike, and play. Originating in Bogota, Colombia over 30 years ago, Ciclovías are now held in hundreds of cities worldwide. By linking neighbors and communities together and providing a different way to “connect with the street,” these events are designed to promote alternatives for using area roadways safely. Based on the success of Ciclovía events throughout the world and locally.

### **ANALYSIS:**

After discussions regarding potential corridors for a Ciclovía event, in 2016 it was determined that Washington Avenue from 5 Street to just south of Lincoln Road could serve as the street to host the first Ciclovía event in Miami Beach. Other corridors considered included Venetian Causeway/Dade Boulevard, Meridian Avenue, and Ocean Drive. It was determined that this segment of Washington Avenue provided unique advantages for such an event. First, it is a recognized main thoroughfare that allows the community to connect with the businesses. Second, there are north-south alternatives available on which to direct traffic. Third, the segment from 5 Street to Lincoln Road does not intersect major east-west arterials, thereby handling traffic impacts.

At the February, 21 2018 meeting of the Neighborhood/Community Affairs Committee, staff was asked to research other possible locations for Ciclovía. Some areas that were considered were 41 Street and Ocean Drive. After discussions, it was determined that 41 Street was not a good option as it is one of the main ways to enter the City and there was concern for what this might do to traffic.

Staff researched Ocean Drive further as an option. After talking to the Ocean Drive Association and researching pricing, it was determined that the event could be moved to Ocean Drive for the same cost of \$30,000 per

event. As Ocean Drive would provide less street area to activate, the Lummus park areas would need to be utilized. In addition, it was also mentioned that most of the businesses along Ocean Drive are restaurants and therefore it would limit the activations for Food Trucks and require confirmation from the restaurants that they will activate during the event to provide the same experience.

**CONCLUSION:**

With the creation of the new Washington Avenue BID, it was brought to the City's attention that they do not wish to continue having Civlovia on Washington Avenue. Therefore we would need to decide whether we would want to move it or discontinue the event completely.

This item is presented to the Neighborhood/Community Affairs Committee for discussion and further direction.

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING THE CLEANLINESS INDEX PROGRAM**

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### **KEY INTENDED OUTCOME:**

Improve Cleanliness In High Traffic Residential And Pedestrian Areas, Including Maximizing Deployment Of Trash Cans On Every Corner

### **HISTORY:**

The Miami Beach Public Area Cleanliness Index is an objective measurement of performance ranging from 1.0 (Very Clean) to 6.0 (Very Dirty) and includes assessments of litter, garbage cans/dumpsters, organic material, and fecal matter (See Cleanliness Attachment). The results of the assessments are used to monitor the impacts of recently implemented initiatives to target areas for future improvements, and assure the quality of services. Quarterly sample sizes are set to ensure no greater than a  $\pm 5.0$  percentage point sampling error given the 95% confidence level for each of the public areas assessed.

During FY 2006/07, the City tightened the target for the Citywide and area-specific cleanliness indicators from 2.0 to 1.5 – the lower the score on the cleanliness index indicates a cleaner area. This target continues to be the same from FY 2007/08 to date. As important, the City also has a goal to ensure that 90 percent of assessments score 2.0 or better, with awareness to seasonal fluctuations. The scores are compared to the same quarter in prior years to account for seasonal variations.

The program received the 2007 Sterling Quality Team Showcase Award. All improvement action plans implemented are validated against the index. Cleanliness results at the end of each quarter inform stakeholders if the action plans have worked or if they need to be adjusted. Tangible benefits obtained as a result of the program include the city's achievement of one of its strategic objectives to be cleaner.

### **ANALYSIS:**

Staff provided information at the April 4, 2018 NCAC regarding the results of the Cleanliness Index. Additional information requested to support the discussion for a potential increase in resources for the improvement of citywide cleanliness includes the following:

- Community Survey and Cleanliness Data comparison
- Code Violation History
- GMCVB Survey Data
- Entertainment District Service Summary
- Cost Estimates



Cleanliness data compared to Community Survey data reflects a deterioration in both cleanliness results and survey results from 2016 to 2017. Both beaches and commercial area streets reflect the lowest scores since 2009 for both survey and cleanliness data. Staff contacted the GMCVB regarding visitor survey data in regards to cleanliness. GMCVB 2017 Annual Visitor Survey report includes information regarding cleanliness. The GMCVB survey asks visitors to rank things they like and do not like about Greater Miami. GMCVB tracks that question by total overnight visitors to Greater Miami and generates responses by domestic visitors and international visitors. In 2017, cleanliness was mentioned positively by 3.1% of total surveyed visitors, and by 7.1% of surveyed international visitors. In 2017, cleanliness did not make the GMCVB survey list of "Least Liked Features." The 2017 data is not city specific, and does not allow to view feedback specifically for Miami Beach. Staff has requested consideration of a follow-up question to allow for segregation of feedback going forward.

GMCVB also conducted a survey of visitors to Ocean Drive the week of April 2-6, 2018. This was the first of four waves of surveys to be conducted on Ocean Drive in 2018 to determine both tourist and local residents perception of Ocean Drive. Below are the responses of those surveyed about their perception of Ocean Drive where one (1) is very dissatisfied and five (5) is very satisfied. Cleanliness rated a total score of 4.2 indicating satisfaction with cleanliness on Ocean Drive. Areas leaning to dissatisfaction include traffic and parking. A follow-up survey will be conducted in late June.

### Satisfaction With Ocean Drive Visit

- Generally speaking, residents and out of town visitors expressed the same sentiment about many aspects of Ocean Drive.
- In particular, they spoke highly of its ambiance, the beach and also of safety/security.
- Areas of least satisfaction were parking and traffic. Visitors expressed their opinion about parking more than residents.

	Total	Resident	Visitor
Ambiance	4.6	4.6	4.6
Beach	4.6	4.7	4.6
Safety/Security	4.4	4.6	4.3
Variety of restaurants	4.4	4.5	4.4
Adequate law enforcement / police presence	4.4	4.4	4.4
Nightlife	4.3	4.5	4.3
Cleanliness	4.2	4.3	4.2
Variety of activities	4.2	4.5	4.2
Shopping	4.1	4.1	4.1
Restroom facilities	3.8	3.9	3.7
Street / Restaurant solicitors	3.8	3.7	3.9
Parking	3.0	3.3	2.9
Traffic	3.0	3.0	3.0

Q14. In thinking about your visit to Ocean Drive during the past week, using a scale from 1 to 5, where 1 means Very Dissatisfied and 5 means Very Satisfied, please tell us how satisfied you are with the following:  
5 point scale, average rating  
Base: Total Answering

12



One of the concerns discussed at the last NCAC was the need to increase the pressure cleaning frequency in the area known as the Business Entertainment District to include Beach Walk. The administration was tasked with providing several scenarios and the cost associated with the different levels of service. The Public Works Sanitation Division currently provides pressure washing to the following areas:

- Ocean Dr. from 5<sup>th</sup> Street to 15<sup>th</sup> Street which is on a 10-day cycle
  - Scope of work includes (1) two-employee crew pressure washing all side streets to the alleys which includes:
    - Street furniture
    - Serpentine walk way
- Washington Ave from 5<sup>th</sup> Street to 16<sup>th</sup> Street to include side streets to the alleys
  - Scope of work includes (2) two-employee crew pressure washing on a 10-day cycle (crew may be pulled off their assigned areas to handle special request)
    - Street furniture
    - Hot Spots
- Collins Ave from 5<sup>th</sup> Street to Lincoln Road to include side streets to the alleys on a 15-day cycle
  - Scope of work include (1) two-employee crew pressure washing
    - Street furniture
    - Hot Spots
- Lincoln Road from the beach entrance to West Avenue (not including the 1100 Block) all side streets to the alleys on a 10-day cycle
  - Scope of work includes (2) two-employee crew pressure washing
    - Street furniture
    - Identify Hot Spots
- Beach Walks serviced from 14<sup>th</sup> Street to 23<sup>rd</sup> Street
  - Scope of work include (1) two-employee crew on a 15-day cycle (crew goes South of 5<sup>th</sup> Street on an as needed basis)
    - Showers
    - Street beach entrances
    - Furniture
    - Hot spots

The Cleanliness Index surveys litter, organic material, fecal matter, and trash cans across Miami Beach public areas. Cleanliness index data reflects most deteriorated scores in commercial entertainment areas in South Beach on the weekend during the night and late night hours (7:30 pm - 8:00 am). The driver of these lower scores is litter related; however, this excludes alleys. Alley litter and organic material continue to be a concern, specifically in the South Beach commercial entertainment area throughout the day, but most deteriorated during the late night hours (12:00 am - 8:00 am). Current staffing does not include a weekend late night litter crew for any area of Miami Beach.

Based on cleanliness data, a late night litter crew for commercial entertainment areas in South Beach is needed to address litter issues at an approximate cost of \$300,000 in year one. Code violation issuance appears to be trending down in comparison to prior years as well.

Staff is also recommending a crew for the Collins Park Convention Center area. The Sanitation Division currently covers this area with crews from Mid-Beach and North Beach and by adding a full-time crew staff can increase the level of service to this area; as well as, be prepared for the increase in pedestrian traffic once the Convention Center comes on board which will have a significant impact on cleanliness in this area. Cost estimates are provided for review and consideration.

Staff has also contacted the City of Marbella (Spain) and requested information on current service level cleanliness efforts. As of May 11, 2018, information requested has not been received.

## **CONCLUSION:**

The administration is seeking direction regarding potential resources to address cleanliness in Miami Beach.

**ATTACHMENTS:**

Description	Type
☐ Cleanliness Index	Other
☐ Survey Results and Cleanliness Results - 5/21/2018	Other
☐ Code Violation History	Other
☐ GMCVB 2017 Annual Report - Features Liked	Other
☐ Ocean Drive Report Draft Cleanliness Question	Other
☐ Pressure Washing Cost Estimates	Other
☐ Entertainment District Summary Service	Other



## Cleanliness Index for Streets, Sidewalks, Alleys, Parks, Parking Lots and Beaches

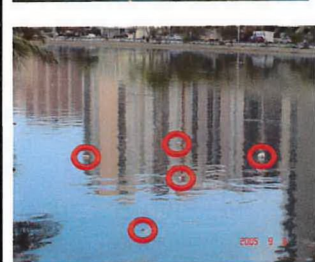
Index	Litter / Trash	Garbage Cans / Dumpsters
1 Extremely Clean	<ul style="list-style-type: none"> <li>No litter and/or debris on entire block face.</li> </ul>	<ul style="list-style-type: none"> <li>Can is in good working order, no more than 3/4 full. Can is free of items (i.e. stickers, graffiti.)</li> </ul>
	<b>Organic Materials</b> <ul style="list-style-type: none"> <li>Isolated instances of small fresh organic material (i.e. leaves, branches) cover the paved area.</li> </ul>	<b>Fecal Matter</b> <ul style="list-style-type: none"> <li>Fecal matter is not visible.</li> </ul>
2 Clean	<b>Litter / Trash</b> <ul style="list-style-type: none"> <li>Isolated pieces of litter on the entire assessed area, which is not void of litter, but may contain an isolated incidence of litter.</li> </ul>	<b>Garbage Cans / Dumpsters</b> <ul style="list-style-type: none"> <li>Can is in good working order, no more than 3/4 full. Isolated piece of trash outside of the can. Can is free of items (i.e. stickers, graffiti.)</li> </ul>
	<b>Organic Materials</b> <ul style="list-style-type: none"> <li>Less than 10% of a 10 step distance paved area is covered by small organic materials, but no more than 10% of the entire assessed area.</li> </ul>	<b>Fecal Matter</b> <ul style="list-style-type: none"> <li>Past residue of fecal matter. It seems that an attempt was made to clean the fecal matter, but residue was left behind.</li> </ul>
3 Somewhat Clean	<b>Litter / Trash</b> <ul style="list-style-type: none"> <li>Small to moderate amounts of litter. Litter accumulation should account to less than 10 small pieces or 2-4 pieces of large litter, but no more than 10% of the entire assessed area.</li> </ul>	<b>Garbage Cans / Dumpsters</b> <ul style="list-style-type: none"> <li>Can is functioning, but is full with trash, which can be seen from the eye level. No litter above the rain guard.</li> <li>One small isolated instance of a sticker or graffiti, which the eye is not drawn to it.</li> </ul>
	<b>Organic Materials</b> <ul style="list-style-type: none"> <li>Between 10% - 30% of a 10 step paved area is covered by organic materials, but no more than 10% of the entire assessed area.</li> <li>1 to 3 pieces of large organic materials</li> </ul>	<b>Fecal Matter</b> <ul style="list-style-type: none"> <li>One instance of fecal matter is present on the public area.</li> </ul>
4 Somewhat Dirty	<b>Litter / Trash</b> <ul style="list-style-type: none"> <li>Consistently scattered trash. The trash accumulation should account to more than 10 pieces of small litter or over 4 pieces of large litter, but no more than 10% of the entire assessed area.</li> </ul>	<b>Garbage Cans / Dumpsters</b> <ul style="list-style-type: none"> <li>Can is full and there is trash above the rain guard.</li> <li>Can is in a usable and working condition, but contains items (i.e. stickers, graffiti) on them and/or some damage (ex. dents).</li> </ul>
	<b>Organic Materials</b> <ul style="list-style-type: none"> <li>Between 30% - 50% of a 10 step paved area is covered by organic materials.</li> <li>2 to 3 instances of organic material accumulation caused by standing water/poor drainage. The organic material is beginning to turn brown.</li> </ul>	<b>Fecal Matter</b> <ul style="list-style-type: none"> <li>Two instances of fecal matter are present on the public area.</li> </ul>
5 Dirty	<b>Litter / Trash</b> <ul style="list-style-type: none"> <li>Consistent accumulation of trash. There are multiple piles of trash consisting of more than 10 pieces of small litter or over 4 pieces of large litter.</li> </ul>	<b>Garbage Cans / Dumpsters</b> <ul style="list-style-type: none"> <li>Can is full and there is trash above the rain guard and beginning to overflow.</li> <li>A large area of the can contains items (i.e. stickers or graffiti) on them.</li> </ul>
	<b>Organic Materials</b> <ul style="list-style-type: none"> <li>Over 50% of paved area is covered by organic materials. Over 10 pieces of large organic materials.</li> <li>3-4 instances of organic material accumulation caused by standing water and poor drainage.</li> </ul>	<b>Fecal Matter</b> <ul style="list-style-type: none"> <li>Three instances of fecal matter are present on the public area.</li> </ul>
6 Extremely Dirty	<b>Litter / Trash</b> <ul style="list-style-type: none"> <li>Area is blocked by an accumulation of trash and litter. Illegal dumping may be evident. Hazardous materials on the street.</li> </ul>	<b>Garbage Cans / Dumpsters</b> <ul style="list-style-type: none"> <li>Can is full and trash has overflowed to the ground. In some cases, there is a rat/rodent/insect infestation.</li> <li>Can is covered of items (i.e. stickers or graffiti) and needs to be replaced.</li> </ul>
	<b>Organic Materials</b> <ul style="list-style-type: none"> <li>90-100% of paved area is covered with organic material. The organic material has turned brown.</li> <li>Over 5 instances of organic material accumulation caused by standing water and poor drainage.</li> </ul>	<b>Fecal Matter</b> <ul style="list-style-type: none"> <li>Four or more instances of fecal matter are present on the public area.</li> </ul>





### Cleanliness Index for Waterways

Index	Litter / Trash	Organic Materials
<b>1</b> Extremely Clean	<ul style="list-style-type: none"> <li>No litter and/or debris floating on or in the water and up to the high tide watermark. No signs of floating liquid.</li> </ul>	<ul style="list-style-type: none"> <li>No or isolated instances of small fresh organic material.</li> <li>No large organic material, such as tree limbs or palm fronds in the water and up to the high tide watermark.</li> </ul>
<b>2</b> Clean	<ul style="list-style-type: none"> <li>Isolated pieces of litter floating on or in the entire area of water and up to the high tide watermark. No signs of floating liquid.</li> </ul>	<ul style="list-style-type: none"> <li>Less than 10% of about a 20 sq. foot area of water and up to the high tide watermark is covered by organic material, but occurring in no more than 10% of the entire water area.</li> <li>No large organic material, such as tree limbs or palm fronds in the water and up to the high tide watermark.</li> </ul>
<b>3</b> Somewhat Clean	<ul style="list-style-type: none"> <li>Small amount of litter including floating liquids, such as oil. This includes litter floating on the water or in the water and up to the high tide watermark. More than two pieces of litter and less than 5% of about a 20 sq. foot area of water up to the high tide watermark are covered by litter, but occurring in no more than 10% of the entire water area up to the high tide watermark being assessed.</li> </ul>	<ul style="list-style-type: none"> <li>Between 10% - 30% of about a 20 sq. foot area of water and up to the high tide watermark is covered by organic material, but occurring in no more than 10% of the entire water area.</li> <li>Between 1 and 3 pieces of large organic material, such as tree limbs or palm fronds in the water and up to the high tide watermark.</li> </ul>
<b>4</b> Somewhat Dirty	<ul style="list-style-type: none"> <li>Small to moderate amounts of litter, including floating liquids, such as oil. Between 5% and 10% of about a 20 sq. foot area of water up to the high tide watermark is covered by litter, but occurring in no more than 10% of the entire water area being assessed.</li> <li>Slight unnatural or foul smell is being emitted.</li> </ul>	<ul style="list-style-type: none"> <li>Between 30% - 50% of about a 20 sq. foot area of water and up to the high tide watermark is covered by organic material.</li> <li>Between 4 and 10 pieces of large organic material, such as tree limbs or palm fronds in the water and up to the high tide watermark.</li> </ul>
<b>5</b> Dirty	<ul style="list-style-type: none"> <li>Consistent accumulation of trash including floating liquids, such as oil. Between 10% and 25% of about a 20 sq. foot area of water up to the high tide watermark is covered by litter, but occurring in no more than 10% of the entire water area up to the high tide watermark being assessed.</li> <li>One extra-large piece of litter, such as a tire, a grocery cart, etc.</li> <li>Strong unnatural or foul smell is being emitted.</li> </ul>	<ul style="list-style-type: none"> <li>Over 50% of about a 20 sq. foot area of water and up to the high tide watermark are covered by organic material, but occurring in no more than 10% of the entire water area up to the high tide watermark.</li> <li>Over 10 pieces of large organic material, such as tree limbs or palm fronds in the water and up to the high tide watermark.</li> </ul>
<b>6</b> Extremely Dirty	<ul style="list-style-type: none"> <li>Large accumulation of litter and trash including floating liquids, such as oil. Over 25% of about a 20 sq. foot area of water area up to the high tide watermark are covered by litter. There may be evidence of illegal dumping.</li> <li>Two or more extra-large pieces of litter, such as tires, a grocery carts, etc.</li> <li>Very strong unnatural or foul smell is being emitted.</li> </ul>	<ul style="list-style-type: none"> <li>90-100% of the water and up to the high tide watermark is covered by organic material.</li> </ul>



#### Note:

When assessing litter/trash for all areas:

- If the litter density for the observed condition is occurring between 10-25% of the assessed area, then add 1 point on the rating scale.
- If the litter density for the observed condition is occurring more than 25% of the assessed area, then add 2 points on the rating scale.

When assessing organic material for all areas:

- If organic material density for the observed condition is occurring in more than 10% of the entire assessed area, then add 1 point on the rating scale.

## Cleanliness Index compared to Community Satisfaction Survey Data

### Beaches

	2009	2010	2011	2012	2013	2014	2015	2016	2017	
Survey Results by percentage of respondents who rated the item as "excellent" or "good"	83%			84%		82%		69%		↓
Cleanliness Index FY Average CMB	1.62	1.59	1.43	1.36	1.40	1.45	1.64	1.44	1.78	↓
Cleanliness Index FY Average MDC	1.61	1.63	1.48	1.42	1.46	1.41	1.55	1.48	1.71	↓

### Streets in Neighborhoods

	2009	2010	2011	2012	2013	2014	2015	2016	2017	
Survey Results by percentage of respondents who rated the item as "excellent" or "good"	75%			74%		68%		61%		↓
Cleanliness Index FY Average	1.68	1.65	1.51	1.43	1.32	1.41	1.47	1.45	1.63	↓

### Streets in Commercial Areas

	2009	2010	2011	2012	2013	2014	2015	2016	2017	
Survey Results by percentage of respondents who rated the item as "excellent" or "good"	71%			69%		61%		51%		↓
Cleanliness Index FY Average (entertainment)	1.65	1.69	1.55	1.44	1.37	1.42	1.33	1.54	1.70	↓
Cleanliness Index FY Average (non-entertainment)	1.65	1.63	1.57	1.50	1.42	1.47	1.44	1.61	1.73	↓

### Canals/Waterways

	2009	2010	2011	2012	2013	2014	2015	2016	2017	
Survey Results by percentage of respondents who rated the item as "excellent" or "good"	61%			57%		53%		40%		↓
Cleanliness Index FY Average	2.10	2.11	1.70	1.96	1.72	1.87	2.21	1.98	2.21	↓

\* Cleanliness index averages = the lower the score the better (target 1.5)

↓ Shows Deterioration from prior year



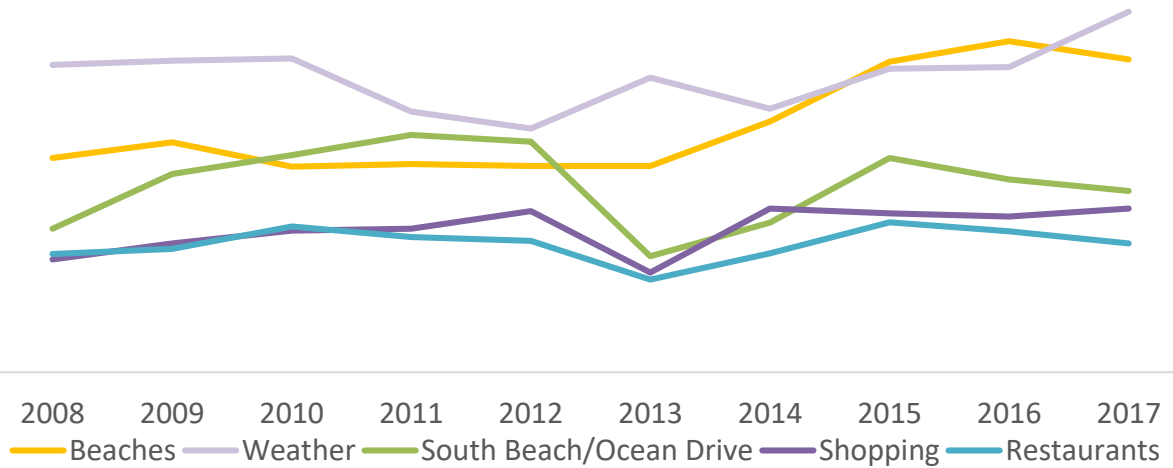
## Code Violation History Related to Sidewalk Cleanliness

<b>ORDINANCE SECTION</b>	<b>FY 11-12</b>	<b>FY 12-13</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>
Sidewalk Maintenance Section 98-166	6	10	10	30	23	9	6
Litter Section 46-92 (b)	3	2	3	3	1	0	1
Commercial Flyers Section (46-92) (h) (2)	8	9	7	8	0	1	1
Property Maintenance Chapter 58	1	5	1	3	3	4	3
Sanitation Chapter 90	35	62	51	15	33	50	9
Sidewalk Café Section 82-385 (Not possible to track prior to FY 17-18)	0	0	0	0	0	0	3
<b>Total</b>	<b>53</b>	<b>88</b>	<b>72</b>	<b>59</b>	<b>60</b>	<b>64</b>	<b>23*</b>

\*Data through May 7, 2018

# Most Liked Features

## Top 5 Attractions – 10 Year Trend



Over the last 10 years, our weather and beaches have been the most popular features people claim as their favorites. In 2017, the weather surpassed beaches as the most liked feature among total visitors.

Total Visitors – Most Liked Features of Greater Miami Area					
	2013	2014	2015	2016	2017
<b>Total Visitors</b>					
Weather	55.6%	49.7%	57.3%	57.6%	68.0%
Beaches	38.9%	47.3%	58.6%	62.5%	59.0%
South Beach/Ocean Drive	41.9%	48.2%	40.4%	36.4%	34.2%
Shopping	31.8%	30.9%	30.0%	29.4%	30.9%
Restaurants	17.5%	22.4%	28.3%	26.6%	24.3%
Attractions*	28.8%	36.0%	23.8%	25.6%	23.2%
Night Life	25.0%	25.9%	25.7%	21.7%	21.3%
International Ambiance	22.1%	22.5%	16.8%	18.4%	17.2%
Accommodations	7.5%	12.5%	18.6%	13.5%	16.7%
Sun Bathing	24.7%	29.7%	16.4%	14.2%	16.6%
Art Deco Area	9.0%	10.6%	22.2%	18.5%	16.5%
Friendly People	12.4%	15.7%	20.7%	14.6%	15.2%
Bayside Marketplace	1.8%	4.6%	10.0%	7.1%	3.8%
Cleanliness	13.7%	15.4%	9.0%	6.3%	3.8%
Service Employees	1.5%	5.2%	9.6%	4.0%	3.1%
Sporting Activities	1.4%	2.4%	5.1%	5.4%	2.8%
Prices	8.7%	8.9%	8.0%	5.1%	2.5%

Q.14: What are the features of the Greater Miami area that you liked the most? Select all that apply.

\*Note: Mention of Attractions may include unpaid Attractions in addition to paid Attractions.

# Most Liked Features



Weather remained a top-liked feature of the area and this affinity was even stronger among Domestic visitors in 2017.



The majority of our visitors like our weather and beaches, in addition to its rich amenities, night life, attractions and places like South Beach/Ocean Drive.



Compared to recent history, this past year more International visitors said they liked shopping here.

Domestic and International Visitors – Most Liked Features					
	2013	2014	2015	2016	2017
<b>Domestic Visitors</b>					
Weather	59.9%	50.6%	63.4%	64.0%	72.3%
Beaches	39.6%	48.4%	57.6%	62.3%	62.6%
South Beach/Ocean Drive	39.9%	42.8%	35.6%	36.7%	38.9%
Night Life	30.3%	33.2%	31.0%	29.5%	28.2%
Sun Bathing	26.5%	30.3%	15.4%	16.7%	20.9%
Restaurants	12.5%	13.5%	18.4%	19.1%	17.4%
International Ambiance	16.4%	18.2%	11.2%	13.1%	14.4%
Attractions*	19.9%	23.3%	15.2%	16.3%	13.3%
Art Deco Area	2.3%	9.0%	14.2%	11.1%	13.1%
Shopping	8.2%	11.3%	11.2%	10.0%	11.1%
<b>International Visitors</b>					
Weather	50.1%	48.9%	51.7%	52.0%	63.1%
Beaches	38.0%	46.5%	59.5%	62.8%	54.8%
Shopping	56.9%	58.7%	47.5%	46.3%	53.4%
Attractions*	38.2%	39.7%	31.8%	33.7%	34.5%
Restaurants	23.8%	29.6%	37.5%	33.1%	32.0%
South Beach/Ocean Drive	43.9%	45.6%	44.8%	36.2%	28.9%
Friendly People	17.2%	21.3%	27.0%	19.4%	23.6%
Art Deco Area	1.7%	11.8%	29.7%	25.0%	20.4%
International Ambiance	29.7%	28.5%	22.1%	23.1%	20.3%
Night Life	18.4%	20.0%	20.9%	14.8%	13.5%
Sun Bathing	22.4%	25.5%	17.3%	12.0%	11.7%
Cleanliness	24.1%	26.5%	14.8%	10.4%	7.1%

Q.14: What are the features of the Greater Miami area that you liked the most? Select all that apply.

*\*Note: Mention of Attractions may include unpaid Attractions in addition to paid Attractions.*



## Least Liked Features



Unfavorable perceptions of traffic, prices and for some, the weather, were a little higher in 2017 than in recent years. Still, close to half of the visitors we surveyed could find nothing negative to mention.



We began asking visitors about their concerns regarding the Zika virus in late 2016. Happily, this has since fallen off the radar and not considered to be an issue.

Domestic and International Visitors – Least Liked Features					
	2013	2014	2015	2016	2017
<b>Total Visitors</b>					
Nothing Disliked	55.7%	52.5%	62.8%	63.5%	55.5%
Traffic	25.4%	19.0%	19.7%	21.6%	25.4%
Prices	7.1%	9.6%	6.7%	5.5%	11.6%
Weather	0.6%	3.3%	2.6%	2.9%	4.5%
Negative Media	0.2%	14.0%	5.8%	2.8%	2.2%
Crowded/Developed	3.9%	2.0%	1.2%	0.9%	2.2%
Safety	5.6%	0.9%	1.1%	1.9%	1.1%
<b>Domestic Visitors</b>					
Nothing Disliked	47.9%	50.0%	58.4%	61.7%	52.5%
Traffic	30.3%	20.6%	20.8%	23.0%	27.0%
Prices	10.0%	13.0%	8.3%	6.6%	14.1%
Weather	0.3%	3.5%	3.2%	2.9%	4.7%
Crowded/Developed	3.4%	1.7%	1.6%	0.9%	2.1%
Negative Media	0.2%	11.5%	6.9%	2.3%	1.9%
Safety	5.5%	0.9%	1.2%	2.2%	0.9%
<b>International Visitors</b>					
Nothing Disliked	64.5%	54.3%	66.5%	64.8%	58.4%
Traffic	19.8%	17.9%	18.9%	20.6%	23.9%
Prices	3.7%	7.1%	5.3%	4.6%	9.3%
Weather	0.8%	3.1%	2.1%	2.8%	4.3%
Negative Media	0.2%	15.8%	4.9%	3.2%	2.6%
Crowded/Developed	4.4%	2.2%	0.8%	0.9%	2.2%
Safety	5.7%	0.9%	1.1%	1.7%	1.4%

Q.15: What are the features of the Greater Miami area that you liked the least? Select all that apply.

# Satisfaction With Ocean Drive Visit

- Generally speaking, residents and out of town visitors expressed the same sentiment about many aspects of Ocean Drive.
- In particular, they spoke highly of its ambiance, the beach and also of safety/security.
- Areas of least satisfaction were parking and traffic. Visitors expressed their opinion about parking more than residents.

	Total	Resident	Visitor
Ambiance	4.6	4.6	4.6
Beach	4.6	4.7	4.6
Safety/Security	4.4	4.6	4.3
Variety of restaurants	4.4	4.5	4.4
Adequate law enforcement / police presence	4.4	4.4	4.4
Nightlife	4.3	4.5	4.3
Cleanliness	4.2	4.3	4.2
Variety of activities	4.2	4.5	4.2
Shopping	4.1	4.1	4.1
Restroom facilities	3.8	3.9	3.7
Street / Restaurant solicitors	3.8	3.7	3.9
Parking	3.0	3.3	2.9
Traffic	3.0	3.0	3.0

Q14. In thinking about your visit(s) to Ocean Drive during the past week, using a scale from 1 to 5, where 1 means Very Dissatisfied and 5 means Very Satisfied, please tell us how satisfied you are with the following:

5 point scale, average rating

Base: Total Answering

Beach Walk Pressure Washing  
10-day Cycle

QTY	Equipment	Life of Equip	Cost	
1	Bobcat	6yr	\$	54,481.10
1	Pressure Washing Trailer Combo	3yr	\$	9,513.48
1	Surface Cleaner		\$	750.00
	Capital Expense		\$	64,744.58
1	Municipal Svc Worker II	Base	\$	35,372.00
1	Municipal Svc Worker I	Base	\$	32,047.00
	Labor Cost Annually		\$	67,419.00
	<u>Other Operating Expenses</u>			
QTY	Descripton	Cost		
2	Uniforms	\$ 800.00	\$	1,600.00
	Other Equipment		\$	2,000.00
	Maintenance & repairs including fuel		\$	6,000.00
			\$	9,600.00
	Total Cost Beach Walk		\$	141,763.58



Ocean Dr Pressure Washing  
5-day Cycle

QTY	Equipment	Life of Equip	Cost	
1	F350 Flat Bed	6yr	\$	35,701.09
1	Truck Mount Pressure Washer	3yr	\$	10,299.00
1	Surface Cleaner	3yr	\$	750.00
	Capital Expense		\$	46,750.09

Labor

1	Municipal Svc Worker II	Base	\$	35,372.00
1	Municipal Svc Worker I	Base	\$	32,047.00
	Labor Cost Annually		\$	67,419.00

Other Operating Expenses

QTY	Description		Cost	
2	Uniforms	\$ 800.00	\$	1,600.00
	Other Equipment		\$	2,000.00
	Maintenance & repairs including fuel		\$	7,000.00
			\$	10,600.00

Total Cost Ocean Dr \$ 124,769.09

Beach Walk Pressure Washing  
5-day Cycle

QTY	Equipment	Life of Equip	Cost	
2	Bobcat	6yr	\$ 54,481.10	\$ 108,962.20
2	Pressure Washing Trailer Combo	3yr	\$ 9,513.48	\$ 19,026.96
2	Surface Cleaner		\$ 750.00	\$ 1,500.00
	Capital Expense			\$ 129,489.16
2	Municipal Svc Worker II	Base	\$ 35,372.00	\$ 70,744.00
2	Municipal Svc Worker I	Base	\$ 32,047.00	\$ 64,094.00
	Labor Cost Annually			\$ 134,838.00
	<u>Other Operating Expenses</u>			
QTY	Description		Cost	
4	Uniforms		\$ 800.00	\$ 3,200.00
2	Other Equipment		\$ 2,000.00	\$ 4,000.00
2	Maintenance & repairs including fuel		\$ 6,000.00	\$ 12,000.00
				\$ 19,200.00
	Total Cost Beach Walk			\$ 283,527.16

Ocean Dr Pressure Washing						
2-day Cycle						
QTY	Equipment	Life of Equip	Cost			
3	F350 Flat Bed	6yr	\$	35,701.09	\$	107,103.27
3	Truck Mount Pressure Washer	3yr	\$	10,299.00	\$	30,897.00
3	Surface Cleaner	3yr	\$	750.00	\$	2,250.00
					\$	140,250.27
Labor						
3	Municipal Svc Worker II	Base	\$	35,372.00	\$	106,116.00
3	Municipal Svc Worker I	Base	\$	32,047.00	\$	96,141.00
	Labor Cost Annually				\$	202,257.00
Other Operating Expenses						
QTY	Description	Cost				
6	Uniforms		\$	800.00	\$	4,800.00
3	Other Equipment		\$	2,000.00	\$	6,000.00
3	Maintenance & repairs including fuel		\$	7,000.00	\$	21,000.00
					\$	31,800.00
	Total Cost Ocean Dr				\$	374,307.27



Washington Ave Pressure Washing						
5-day Cycle						
QTY	Equipment	Life of Equip	Cost			
2	F350 Flat Bed	6yr	\$	35,701.09	\$	71,402.18
2	Truck Mount Pressure Washer	3yr	\$	10,299.00	\$	20,598.00
2	Surface Cleaner	3yr	\$	750.00	\$	1,500.00
					\$	93,500.18
Labor						
2	Municipal Svc Worker II	Base	\$	35,372.00	\$	70,744.00
2	Municipal Svc Worker I	Base	\$	32,047.00	\$	64,094.00
	Labor Cost Annually				\$	134,838.00
Other Operating Expenses						
QTY	Descripton	Cost				
4	Uniforms		\$	800.00	\$	3,200.00
2	Other Equipment		\$	2,000.00	\$	4,000.00
2	Maintenance & repairs including fuel		\$	7,000.00	\$	14,000.00
					\$	21,200.00
	Total Cost Washington Ave				\$	249,538.18

Lincoln Road Pressure Washing						
5-day Cycle						
QTY	Equipment	Life of Equip	Cost			
2	F350 Flat Bed	6yr	\$	35,701.09	\$	71,402.18
2	Truck Mount Pressure Washer	3yr	\$	10,299.00	\$	20,598.00
2	Surface Cleaner	3yr	\$	750.00	\$	1,500.00
					\$	93,500.18
Labor						
2	Municipal Svc Worker II	Base	\$	35,372.00	\$	70,744.00
2	Municipal Svc Worker I	Base	\$	32,047.00	\$	64,094.00
Labor Cost Annually					\$	134,838.00
Other Operating Expenses						
QTY	Descripton	Cost				
4	Uniforms		\$	800.00	\$	3,200.00
2	Other Equipment		\$	2,000.00	\$	4,000.00
2	Maintenance & repairs including fuel		\$	7,000.00	\$	14,000.00
					\$	21,200.00
Total Cost Lincoln Rd					\$	249,538.18

Collins Ave Pressure Washing						
10-day Cycle						
QTY	Equipment	Life of Equip		Cost		
3	F350 Flat Bed	6yr	\$	35,701.09	\$	107,103.27
3	Truck Mount Pressure Washer	3yr	\$	10,299.00	\$	30,897.00
3	Surface Cleaner	3yr	\$	750.00	\$	2,250.00
					\$	140,250.27
Labor						
3	Municipal Svc Worker II	Base	\$	35,372.00	\$	106,116.00
3	Municipal Svc Worker I	Base	\$	32,047.00	\$	96,141.00
	Labor Cost Annually				\$	202,257.00
Other Operating Expenses						
QTY	Descripton			Cost		
6	Uniforms		\$	800.00	\$	4,800.00
3	Other Equipment		\$	2,000.00	\$	6,000.00
3	Maintenance & repairs including fuel		\$	7,000.00	\$	21,000.00
					\$	31,800.00
	Total Cost Collins Ave				\$	374,307.27



Collins Ave & Collins ParkPressure Washing						
2-day Cycle						
QTY	Equipment	Life of Equip	Cost			
8	F350 Flat Bed	6yr	\$	35,701.09	\$	285,608.72
8	Truck Mount Pressure Washer	3yr	\$	10,299.00	\$	82,392.00
8	Surface Cleaner	3yr	\$	750.00	\$	6,000.00
					\$	374,000.72
Labor						
8	Municipal Svc Worker II	Base	\$	35,372.00	\$	282,976.00
8	Municipal Svc Worker I	Base	\$	32,047.00	\$	256,376.00
Labor Cost Annually					\$	539,352.00
Other Operating Expenses						
QTY	Descripton	Cost				
16	Uniforms		\$	800.00	\$	12,800.00
8	Other Equipment		\$	2,000.00	\$	16,000.00
8	Maintenance & repairs including fuel		\$	7,000.00	\$	56,000.00
					\$	84,800.00
Total Cost Collins Ave					\$	998,152.72

Beach Walk Pressure Washing  
2-day Cycle

QTY	Equipment	Life of Equip	Cost	
3	Bobcat	6yr	\$ 54,481.10	\$ 163,443.30
3	Pressure Washing Trailer Combo	3yr	\$ 9,513.48	\$ 28,540.44
3	Surface Cleaner		\$ 750.00	\$ 2,250.00
	Capital Expense			\$ 194,233.74
3	Municipal Svc Worker II	Base	\$ 35,372.00	\$ 106,116.00
3	Municipal Svc Worker I	Base	\$ 32,047.00	\$ 96,141.00
	Labor Cost Annually			\$ 202,257.00
	<u>Other Operating Expenses</u>			
QTY	Description		Cost	
6	Uniforms		\$ 800.00	\$ 4,800.00
3	Other Equipment		\$ 2,000.00	\$ 6,000.00
3	Maintenance & repairs including fuel		\$ 6,000.00	\$ 18,000.00
				\$ 28,800.00
	Total Cost Beach Walk			\$ 425,290.74

Washington Ave Pressure Washing			
2-day Cycle			
QTY	Equipment	Life of Equip	Cost
4	F350 Flat Bed	6yr	\$ 35,701.09 \$ 142,804.36
4	Truck Mount Pressure Washer	3yr	\$ 10,299.00 \$ 41,196.00
4	Surface Cleaner	3yr	\$ 750.00 \$ 3,000.00
			<u>\$ 187,000.36</u>
Labor			
4	Municipal Svc Worker II	Base	\$ 35,372.00 \$ 141,488.00
4	Municipal Svc Worker I	Base	\$ 32,047.00 \$ 128,188.00
Labor Cost Annually			<u>\$ 269,676.00</u>
Other Operating Expenses			
QTY	Descripton		Cost
8	Uniforms		\$ 800.00 \$ 6,400.00
4	Other Equipment		\$ 2,000.00 \$ 8,000.00
4	Maintenance & repairs including fuel		\$ 7,000.00 \$ 28,000.00
			<u>\$ 42,400.00</u>
Total Cost Washington Ave			\$ 499,076.36



Lincoln Road Pressure Washing				
2-day Cycle				
QTY	Equipment	Life of Equip	Cost	
4	F350 Flat Bed	6yr	\$ 35,701.09	\$ 142,804.36
4	Truck Mount Pressure Washer	3yr	\$ 10,299.00	\$ 41,196.00
4	Surface Cleaner	3yr	\$ 750.00	\$ 3,000.00
				<u>\$ 187,000.36</u>
Labor				
4	Municipal Svc Worker II	Base	\$ 35,372.00	\$ 141,488.00
4	Municipal Svc Worker I	Base	\$ 32,047.00	\$ 128,188.00
Labor Cost Annually				<u>\$ 269,676.00</u>
Other Operating Expenses				
QTY	Description	Cost		
8	Uniforms	\$ 800.00	\$ 6,400.00	
4	Other Equipment	\$ 2,000.00	\$ 8,000.00	
4	Maintenance & repairs including fuel	\$ 7,000.00	\$ 28,000.00	
				<u>\$ 42,400.00</u>
Total Cost Lincoln Rd				\$ 499,076.36

Collins Ave Pressure Washing			
5-day Cycle			
QTY	Equipment	Life of Equip	Cost
5	F350 Flat Bed	6yr	\$ 35,701.09 \$ 178,505.45
5	Truck Mount Pressure Washer	3yr	\$ 10,299.00 \$ 51,495.00
5	Surface Cleaner	3yr	\$ 750.00 \$ 3,750.00
			<u>\$ 233,750.45</u>
Labor			
5	Municipal Svc Worker II	Base	\$ 35,372.00 \$ 176,860.00
5	Municipal Svc Worker I	Base	\$ 32,047.00 \$ 160,235.00
	Labor Cost Annually		<u>\$ 337,095.00</u>
Other Operating Expenses			
QTY	Description		Cost
10	Uniforms		\$ 800.00 \$ 8,000.00
5	Other Equipment		\$ 2,000.00 \$ 10,000.00
5	Maintenance & repairs including fuel		\$ 7,000.00 \$ 35,000.00
			<u>\$ 53,000.00</u>
	Total Cost Collins Ave		\$ 623,845.45

# Entertainment District Summary

## The Entertainment District

The Entertainment District area has a total of **75 Employees** dedicated to provide enhanced levels of services i.e. additional hours of hand crew sweeping and/or use mechanical water brooms and sweepers on a daily route. A detailed cleaning of the area includes but is not limited to blowing and sweeping the swales, walkways, storm drains, greenery, and servicing all trash and recycling containers. Emergency crews are on alert to provide assistance to Code Enforcement staff when incidences of illegal dumping occur. Crew(s) will respond to complaints, dead animal removal requests and emergency spills. Crews with pressure cleaners are assigned to steam clean heavily soiled pedestrian traffic areas, bus stops, and sidewalks.

Schedules and shifts are designed to be as effective and efficient as possible in our urban environment. Mobile sweepers and Pressure cleaners are scheduled to operate between the hours of 5:00 am to 1:30 pm, seven (7) days a week. Mechanical litter control is scheduled in the entertainment district and tourist areas between the hours of 6:30 am to 10:00 am, seven (7) days a week. All other areas are scheduled to be serviced between the hours of 6:30 am to 3:00 pm, seven days a week. In addition the commercial entertainment districts are scheduled to be serviced from 3:00 pm to 11:30 pm, five (7) days and nights a week.

## Areas included

- *Beach Walk and Spoil Area*
- *Ocean Drive*
- *Collins Avenue and Collins Park*
- *Washington Avenue*
- *Lincoln Road*
- *Entertainment Crew (Includes south of 5<sup>th</sup> entertainment areas)*



# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING HOLDING A JOB FAIR FOR HIGH SCHOOL STUDENTS LIVING IN MIAMI BEACH, IN PARTNERSHIP WITH THE MIAMI BEACH CHAMBER OF COMMERCE, TO ASSIST STUDENTS IN FINDING SUMMER JOBS, AS REQUESTED BY THE YOUTH COMMISSION**

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### **ANALYSIS:**

Discussion at Committee.

### **ATTACHMENTS:**

Description	Type
☐ LTC 226-2018 Youth Commission Motion	Other

# MIAMI BEACH

OFFICE OF THE CITY MANAGER

NO. LTC #

**226-2018**

## LETTER TO COMMISSION

TO: Mayor Dan Gelber and Members of the City Commission

FROM: Jimmy L. Morales, City Manager

DATE: April 25, 2018

SUBJECT: Youth Commission Motion

The Youth Commission would like you to be aware of the following motion requesting support for a youth job fair promoting teen employment and internships, approved at the April 24, 2018 youth commission meeting.

C: Executive Staff

Dr. Leslie Rosenfeld, Chief Learning Development Officer

KGB/LDR

City of Miami Beach  
Youth Commission

Meeting of April 24, 2018

Members Present: Shira Hadar, Sophie Tenenbaum, Rachel Edelstein, and Carolina Martinez

Members Absent: Itai Beaudoin De Roca, Hannah Gelber, and Grant Cohen

Motion made by Rachel Edelstein

Motion seconded by Carolina Martinez

Motion Text:

The Youth Commission requests the Miami Beach Mayor and Commission support an email be sent to all businesses with a business tax receipt (BTR) on Miami Beach asking for interest in participating in a youth job fair promoting teen employment and internships for the 2018-19 summer and school year. The youth job fair could extend to neighboring municipalities as well.

The Youth Commission urges the Mayor and Commission to support the above request.

Motion Passage: Votes 4-0



# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING THE INCREASE IN CRIME IN MIAMI BEACH AND HAVING MORE COMMUNITY POLICING CITYWIDE**

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### **HISTORY:**

This memorandum is prepared to provide additional follow up information on the above-titled agenda item as requested during the April 4, 2018 Neighborhood/Community Affairs Committee (NCAC) meeting and following several communications and presentations on Miami Beach crime trends provided to the NCAC in recent months.

In a Letter to Commission, dated February 23, 2018, the City Manager provided Uniform Crime Report (UCR) information on the 9.49-percent reduction in major index crime in Miami Beach in 2017 (LTC 99-2018). At the March 21, 2018 NCAC meeting, the Police Department also presented data on the 21-percent decline in major index crime since 2013. At the April 4, 2018 meeting, the Police Department presented, in response to the Committee's request, citywide crime trends specific to the areas of North, Middle and South Beach. The Department also provided information on crime trends for the State of Florida, Miami-Dade County and City of Miami since 2013. These jurisdictions all showed decreases in crime, with Miami Beach showing the greatest reductions.

At the April 4 meeting, the NCAC specifically requested follow up information on three items at the upcoming May 22, 2018 meeting. These requests concerned: 1) Additional crime and arrest data; 2) examples of studies of police departments; and 3) options for studying the perception of crime in Miami Beach.

### **ANALYSIS:**

#### **1. Additional Data**

In response to the request for additional, specific data, the Police Department has compiled the following information for the NCAC's review:

1. UCR part I statistics (2007-2016) for the City of Miami Beach, City of Miami, Miami-Dade County and State of Florida
2. Arrest data (2007-2016) for the City of Miami Beach, City of Miami, Miami-Dade County and State of Florida
3. DUI arrests (2007-2016) for the City of Miami Beach, City of Miami, Miami-Dade County and State of Florida

This information and additional relevant data are provided in several charts as addenda to this memorandum.

## **2. Samples of Studies of Police Departments**

The NCAC also requested a sampling of information on professional studies of Miami Beach and other police departments over the last 10 years addressing various elements of their operations. In response to this request, the MBPD compiled the below information regarding other recent studies of police departments locally and elsewhere in Florida. Although insightful for the agencies concerned, none of these studies appear to directly tackle the issue of public perception of crime in these communities. A summary of these studies is as follows:

### ***City of Miami Beach Police Department***

#### **Body-Worn Camera Study – 2015-2018**

The Smart Policing Initiative for Body-Worn Camera Data-Sharing is study of body-camera effectiveness funded by the Department of Justice. The MBPD has teamed up with a leading researcher in the area of police body cameras, Dr. Barak Ariel of Cambridge University. Professor Ariel has designed a unique program for the introduction, implementation and assessment of body-camera inputs, outputs and outcomes. Results of the study will be available later in 2018.

#### **Staffing Study**

This study of deployment of sworn personnel is being conducted by Matrix Consulting Group, an organization that has conducted over 350 studies for agencies across the United States and Canada. The focus of the study is to determine staffing needs through an in-depth analysis of calls for service, city geography, case workload and alternatives to managing assignments. Matrix will incorporate into its review an analysis of the current patrol beat configuration and design, community policing efforts and management systems in place to deal with the ever-changing law enforcement profession. Results of the study will be available later in 2018.

#### **Police Executive Research Forum (PERF) Study – 2014**

In 2014, PERF concluded a “Review and Assessment” of the MBPD. The study was commissioned early in the tenure of new City Manager Jimmy Morales. The study’s major areas of focus were: Recruitment, Selection and Hiring; Use of Force; Training; Accountability Systems; and Bias-Free Policing. PERF made 51 recommendations for changes or improvements in these areas. All of these recommendations were evaluated by the new leadership team that took over the Police Department in mid-2014, and many of the PERF recommendations were ultimately adopted by the agency.

#### **Maximus Study – 2006**

This study analyzed staffing, calls for service and workload within the Miami Beach Police Department and made multiple recommendations regarding hours worked, deployment, etc., to improve efficiency.

### ***Miami-Dade County Police Department***

#### **Police Executive Research Forum (PERF) Study – 2018**

Completed in March of this year, this PERF study focused on use of force by the Miami-Dade Police Department. Areas of study concerned: policies and procedures on use of force, training, and an analysis of officer-involved shootings, including results of a survey of officers involved in these events. PERF made 60 recommendations for MDPD’s consideration.

#### **Body-Worn Camera Study – 2017**

The Miami-Dade Police Department hired Weston Research Associates to study certain aspects of its new body-worn-camera implementation. The study focused on certain metrics to include: citizen contact; internal affairs referrals; use of force; officer injuries; traffic stops; lawsuits, etc. The study showed generally positive results for the agency during the early period of rolling out this new technology.

### ***Other Police Agencies***

As NCAC requested, the MBPD also found a sampling of recent studies involving other Florida police agencies:

### **Clearwater Police Department Efficiency Study – 2009**

Matrix Consulting Group was retained by the City of Clearwater to conduct a Police Department Efficiency Study. This study, which began in the winter of 2009, was designed to provide an assessment of the efficiency and effectiveness of Police Department operations, identifying improvement opportunities relating to service delivery, organization and staffing, as well as management.

### **Village of Pinecrest Police Department Survey – 2015**

Sworn officers employed by the Village of Pinecrest were surveyed about different employment aspects, including morale, turnover, promotional opportunities, salaries, training, equipment, etc., to evaluate how they felt about their place of employment.

### **Jacksonville Sheriff's Office Community Survey – 2016**

The Public Opinion Research Laboratory at the University of North Florida conducted a survey on behalf of the Jacksonville Sheriff's Office (JSO) to gauge community perceptions of public safety in Jacksonville, Florida (not including the Beaches Communities). The survey was conducted from November 14 through December 12, 2016 through live telephone interviews with adult respondents in Jacksonville, Florida. This survey resulted in 1,711 completed interviews, across the six JSO police patrol zones.

### **City of St. Petersburg Police Department Neighborhood Police Survey – 2015-16**

The City conducts a survey at least once every three years focusing on overall agency performance; overall competence of agency employees; citizens' perception of officer attitudes and behavior; community concern over safety and security within the agency's service area; and citizens' recommendations and suggestions for improvement. A list of 23 survey questions is compiled to address the topics mentioned above as well as citizen concerns regarding victimization, overall level of crime in their neighborhoods, specific crime problems, police presence, and type of interaction/means of contact with police.

## **3. Crime Perception Study Options**

The NCAC requested that staff propose three options for the Commission to study citizens' perception of crime and public safety in Miami Beach. Three such options are outlined, below:

### **Option 1:**

The City of Miami Beach already does a biennial survey of citizen satisfaction with government services. In concert with the upcoming survey, the Police Department and the City Manager's Office would work to develop and refine questions that would expand on residents' and business owners' perceptions of crime and safety. The survey, last conducted in 2016, is currently scheduled for the fall/winter of 2018. The methodology includes randomly selected households and businesses throughout the City. In 2016 a total of 1,908 households and 1,000 businesses completed the survey. Sample questions from the 2016 survey included:

- Respondents' feeling of safety in Miami Beach, broken down by neighborhood, time of day, and during high impact times
- Respondents' likelihood of recommending the City of Miami Beach to others as a place to run a business
- Whether residents would recommend the City of Miami Beach to friends and family as a place to live
- Satisfaction with the various perceptions of the City of Miami Beach
- Residents' access to the Police Department's social media platforms
- *The 2016 Survey can be found at: [https://www.miamibeachfl.gov/wp-content/uploads/2017/08/MiamiBeach2016\\_Final-Report.pdf](https://www.miamibeachfl.gov/wp-content/uploads/2017/08/MiamiBeach2016_Final-Report.pdf)*

**Timeline:** Results of this scheduled survey are anticipated in winter of 2018-19.

**Cost:** Funds are previously earmarked for this study. If only minor changes are made, there are likely to be no additional costs. For an independent survey focusing exclusively on police-community satisfaction, the cost is estimated at a range starting at \$13,000.

-  
-

**Option 2:**

The City would conduct a qualitative analysis by hosting three focus groups moderated by an outside, independent vendor. The vendor will include residents from all sections of the City of Miami Beach and will ensure a mix of demographics, including: age, gender, ethnicity and income.

**Deliverables:**

- 3 separate focus groups
- Written report of findings
- Videotape of focus groups

**Timeline:** Once scripting and content is determined, the study will take one month to complete.

**Cost:** \$14,250 plus travel expenses at \$900 per visit (*Based on single proposal by Downs and St. Germain, attached. The City could also seek similar proposals from other vendors.*)

**Option 3:**

The City would conduct a comprehensive study of public opinion of police services by hosting 10 to 15 focus groups chosen to reflect a broad cross-section of community and neighborhood sentiment, as well as that of particular special interests, such as the business, education, entertainment, residential and hospitality sectors. These focus groups would be facilitated by an outside, independent vendor and would be followed by qualitative analysis and reporting. The vendor would include residents from all sections of the City of Miami Beach and would ensure a mix of demographics including: age, gender, ethnicity and income.

**Deliverables:**

- 10-15 separate focus groups
- Proposed special interests to be considered for focus-group input: residents in Police Areas 1-4; Chamber of Commerce members; Hotel Association and related hospitality interests; Entertainment District community interests; transportation-related interests; Lincoln Road community interests; 41<sup>st</sup> Street corridor community interests; North Beach Collins Ave/71<sup>st</sup> Street community interests; State Attorney and regional law enforcement interests; public and private school interests; and special interest advocacy groups such as: area faith leaders, LGBTQ community, NAACP, ACLU, etc.
- Written report of findings
- Videotape of focus groups

**Timeline:** Four to six months following vendor contract signing.

**Cost:** \$50,000 (approximate, subject to competitive bid).

**Option 4:**

The City would hire an outside, independent vendor/researcher -- a respected law enforcement entity such as PERF or the International Association of Chiefs of Police (IACP) or a respected academic institution with significant law enforcement expertise -- to study the correlation between arrests and crime reduction in Miami Beach. There are many variables to such a study and great complexity to the kind of analysis that would be required. Given the variables to be considered (e.g., crime data and trends, demographics, economic trends, population growth, staffing changes to local and regional law enforcement, changes in laws and prosecution policies/emphasis, etc.) it is difficult to estimate the cost of such a study without more guidance from the Commission. The goals and desired outcomes for such a study would very much depend upon its design and the specific scope of work. To be effective, the study should encompass trends and data over at least the past 10 years. Because of the complexity, the Commission might consider hiring a consultant to lead the City through the design and execution of the study. Further, such a study could, at the Commission's direction, be combined with Options 2 or 3 to include public perception as part of the analysis.

**Deliverables:**

- Comprehensive report on correlation between arrests and crime in Miami Beach
- Possible inclusion of focus group perceptions
- Written report



Timeline: Six to nine months

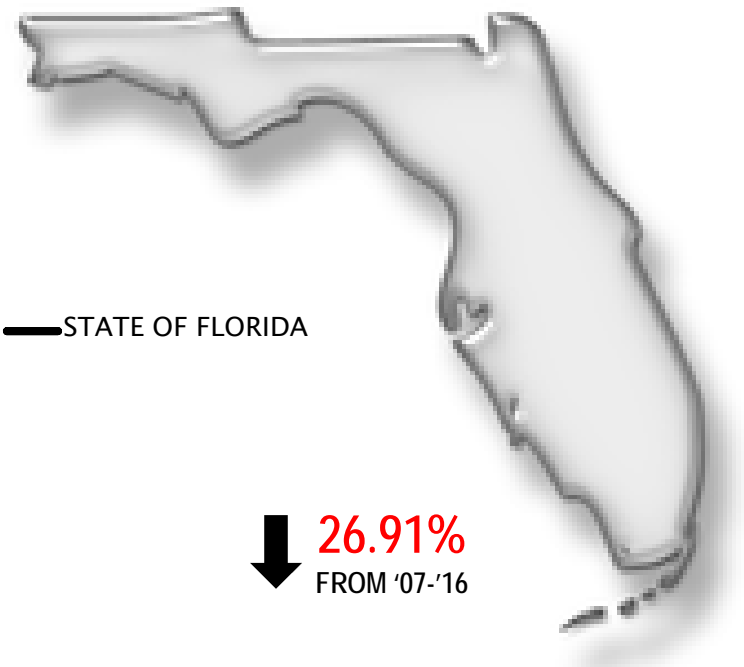
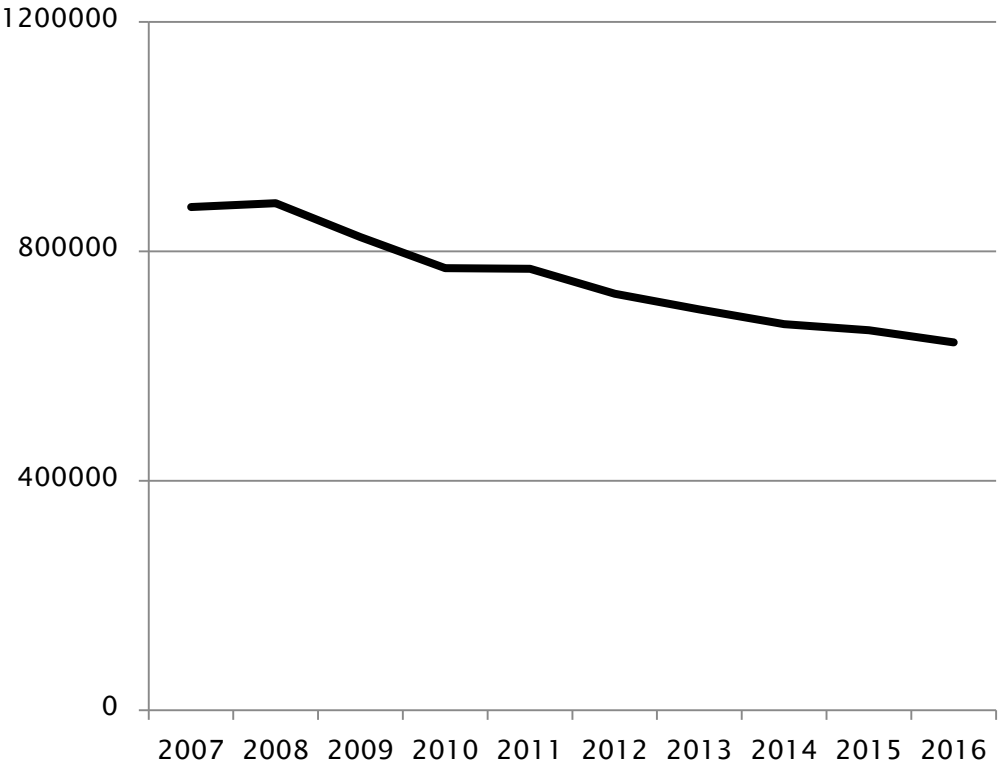
Cost: Undetermined; dependent upon scope of study as further set by Commission

**ATTACHMENTS:**

Description		Type
<input type="checkbox"/>	Crime Data Charts	Other
<input type="checkbox"/>	Supplemental Material	Other



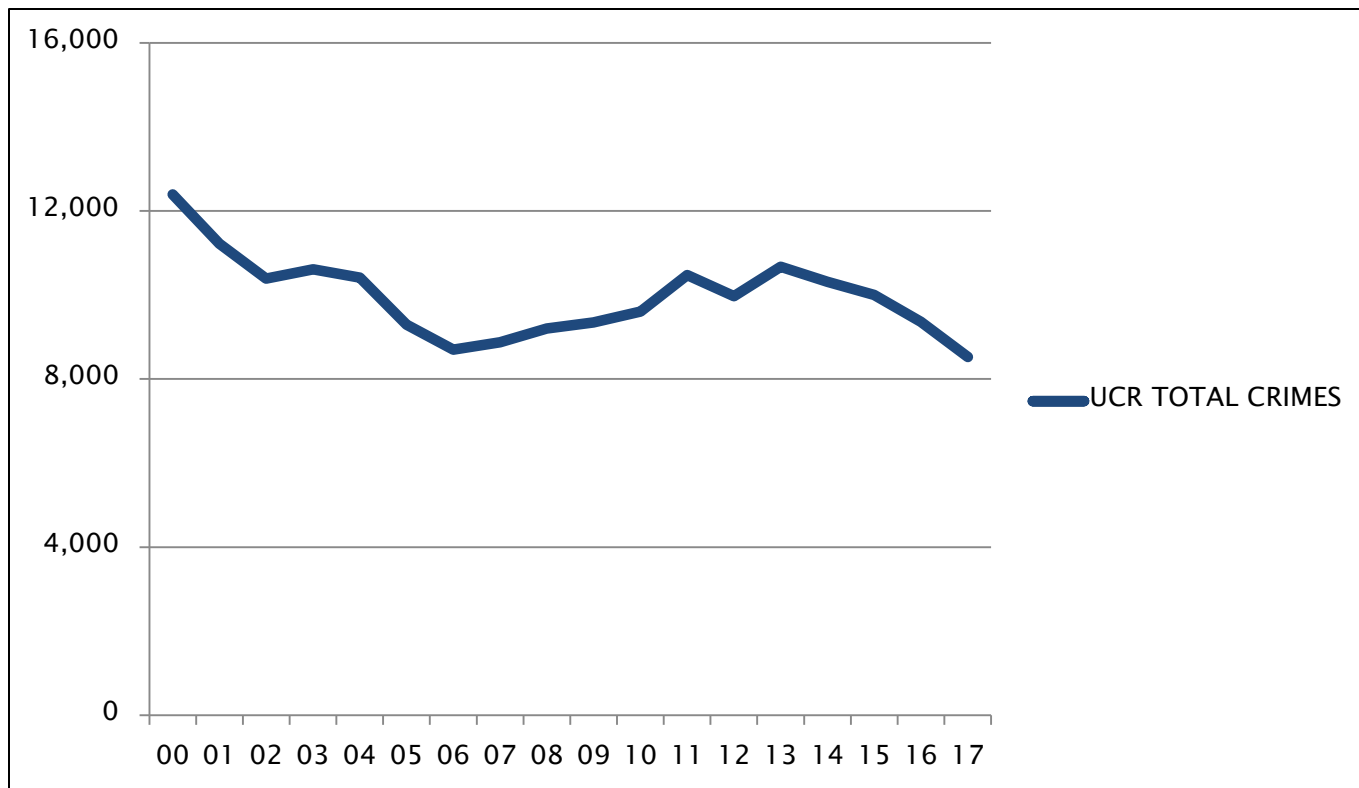
# STATE OF FLORIDA – TOTAL UCR



YEAR	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
TOTAL	876981	883905	824559	770518	769480	725944	698607	673138	662372	641014



# 2000 – 2017 MIAMI BEACH UCR PART I CRIME STATISTICS

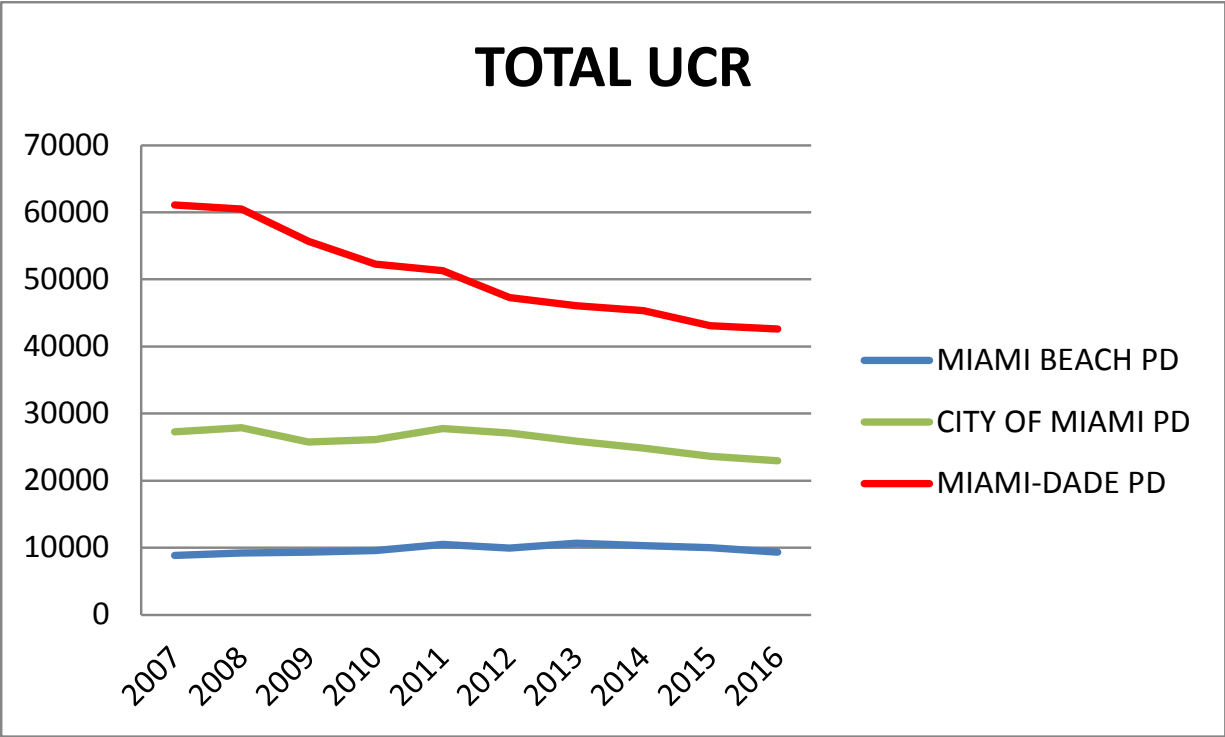


YEAR	UCR TOTAL CRIMES
2000	12,393
2001	11,217
2002	10,390
2003	10,610
2004	10,411
2005	9,294
2006	8,697
2007	8,877
2008	9,205
2009	9,345
2010	9,607
2011	10,472
2012	9,969
2013	10,670
2014	10,316
2015	10,000
2016	9,359
2017	8,524

**TOTAL UCR PART I CRIME DECREASED BY 31% FROM 2000 TO 2017**



# 2007 - 2016 MDPD, MPD, AND MBPD UCR PART I CRIMES COMPARISON

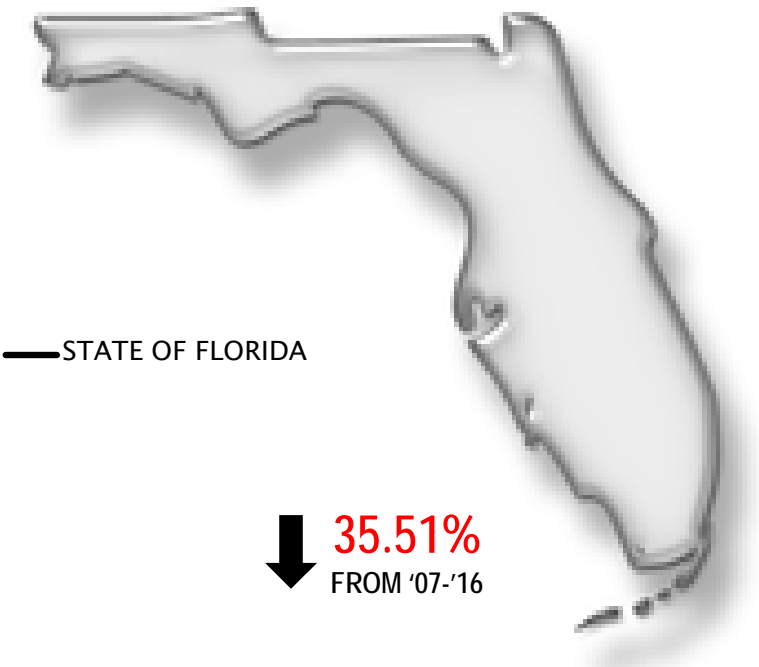
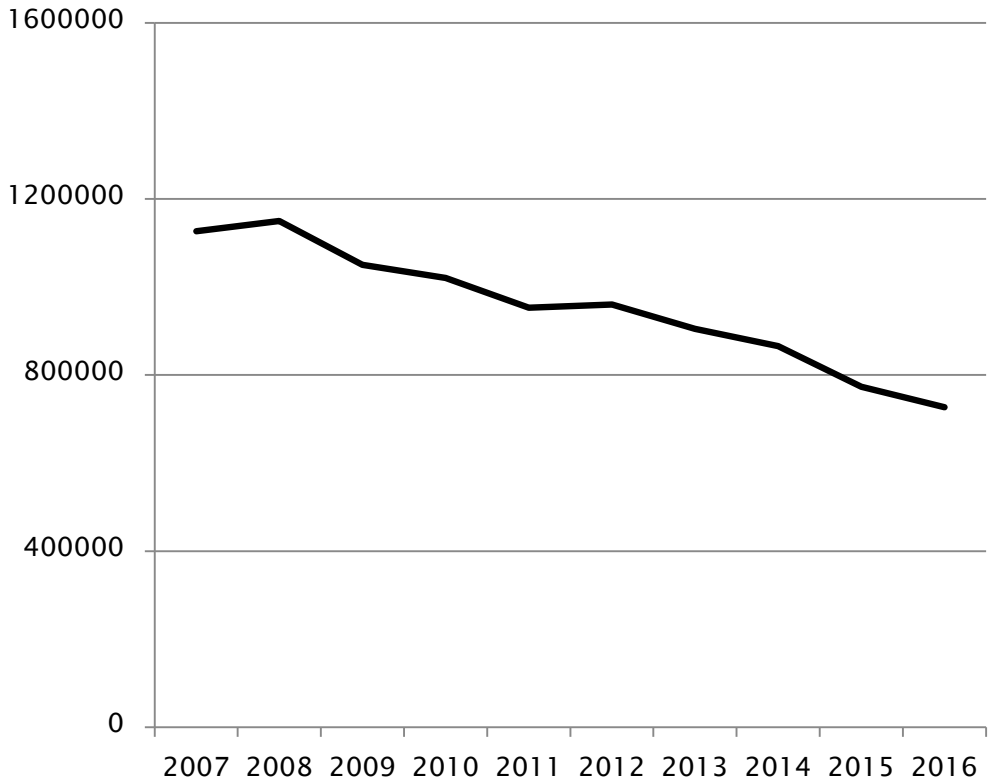


NOTE: IN 2017, MBPD RECORDED ITS LOWEST UCR PART I CRIME TOTAL SINCE 2000 (8,524). OFFICIAL UCR TOTALS FOR MDPD AND MPD HAVE NOT BEEN PUBLISHED. **MBPD'S CRIME REDUCTION FROM 2007 – 2017 WAS 3.98%.**





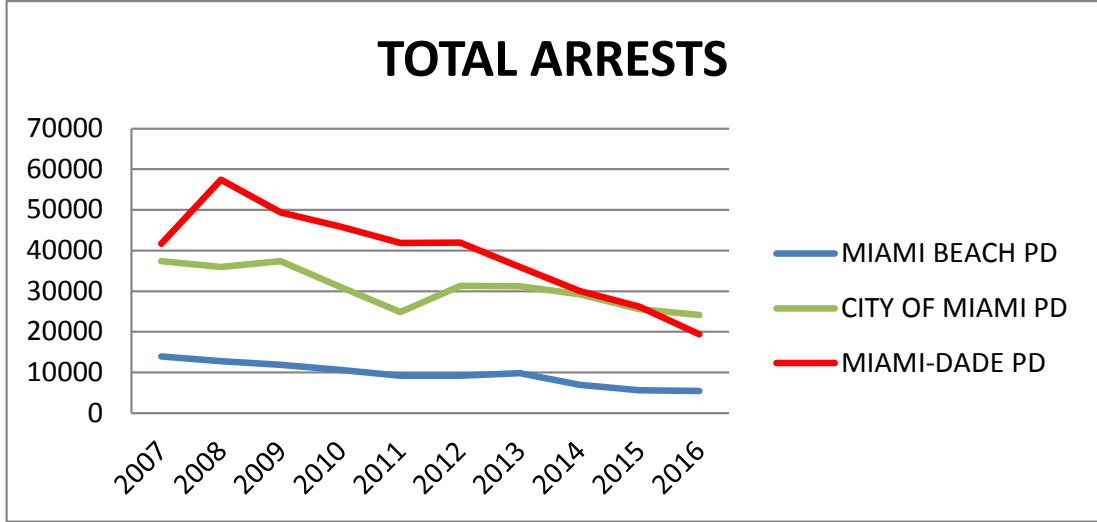
# STATE OF FLORIDA – TOTAL ARRESTS



YEAR	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
TOTAL	1126524	1149933	1049929	1020497	952674	960192	904634	865392	773037	726494



# 2007 - 2016 MDPD, MPD, AND MBPD TOTAL ARREST COMPARISON



NOTE: IN 2008, MBPD MADE APPROXIMATELY **135% MORE** ARRESTS THAN IN 2016, HOWEVER UCR PART I CRIME IN 2008 ROSE 3.70% FROM THE PREVIOUS YEAR. UCR PART I CRIME IN 2016 DECREASED 6.41% FROM THE PREVIOUS YEAR.



MIAMI-DADE	
YEAR	COUNT
2007	41680
2008	57466
2009	49350
2010	45866
2011	41822
2012	41964
2013	35934
2014	30088
2015	26230
2016	19420
2017	N/A

**-53.41%**  
FROM '07-'16



CITY OF MIAMI	
YEAR	COUNT
2007	37373
2008	35952
2009	37362
2010	31063
2011	24819
2012	31327
2013	31210
2014	29208
2015	25618
2016	24100
2017	N/A

**-35.51%**  
FROM '07-'16



MIAMI BEACH	
YEAR	COUNT
2007	13935
2008	12740
2009	11917
2010	10643
2011	9221
2012	9241
2013	9793
2014	6999
2015	5639
2016	5431
2017	*5790

**-61.03%**  
FROM '07-'16

\*MBPD TOTAL ARRESTS FROM 2007 -2017 DECREASED BY 58.45%



## 2007 - 2017 MDPD, MPD, AND MBPD DUI ARREST COMPARISON

Year	Miami Beach PD	Miami PD	Miami-Dade PD
2007	872	561	N/A
2008	1056	543	N/A
2009	1331	580	1306
2010	969	722	1290
2011	619	676	1343
2012	416	778	1430
2013	319	462	1322
2014	294	416	1434
2015	116	325	1576
2016	148	361	859
2017	183	365	594

## Toussaint, Geraldine

---

**From:** Granado, Rafael  
**Sent:** Tuesday, May 15, 2018 2:35 PM  
**To:** Toussaint, Geraldine  
**Cc:** Granado, Rafael; Brooks, Kathie  
**Subject:** FW: Thoughts

Geraldine,

See request from Commissioner Góngora to add the below email to his Police Item coming up at Neighborhoods.

Regards,

Rafael E. Granado, Esq., City Clerk  
OFFICE OF THE CITY CLERK  
1700 Convention Center Drive, Miami Beach, FL 33139  
Tel: 305.673.7411 [rafaelgranado@miamibeachfl.gov](mailto:rafaelgranado@miamibeachfl.gov)

We are committed to providing excellent public service and safety to all who live, work and play in our vibrant, tropical, historic community.

-----Original Message-----

From: Gongora, Michael [<mailto:MGongora@beckerlawyers.com>]  
Sent: Tuesday, May 15, 2018 2:25 PM  
To: Granado, Rafael; Fontani, Diana  
Subject: FW: Thoughts

Please have Clerk including a copy of this email with my discussion item on Police for both Commission tomorrow and Neighborhoods Committee next week.

From: WB WB <[wrb4@me.com](mailto:wrb4@me.com)<<mailto:wrb4@me.com>>>  
Date: May 15, 2018 at 1:40:46 PM EDT  
To: <[Michael@miamibeachfl.gov](mailto:Michael@miamibeachfl.gov)<<mailto:Michael@miamibeachfl.gov>>>  
Subject: Thoughts

Afternoon Michael. I believe Miami Beach is failing big time. It concerns me simply that the issues that prompted me to write to you affect so many including my family. I'm not Politically oriented but see to many Liberals that just seem to not address obvious issues strongly that impact so many. Your Golden Goose is dying from lack of attention. Out of curiosity took a drive down Ocean Friday at about 2 am. Went about 4 blocks returned home. Out of control. Saturday coming home from dinner about 9pm again on Ocean by Miles 112 same element selling drugs etc but now South of Fifth. Sunday's on the Beach. Drugs. Where are the Police?? And I'm seeing this activity with police nearby. Are they instructed to not interfere?? Fear that City or Chief not behind them?? Probably both. Motorcycle gangs running rampant blocking traffic etc. not Hells Angels just swarms of Punks disruptive behavior on Rice Rockets. I've sold all my property except where we live now part time rest we're in Aspen. I'm tired of carrying a firearm to dinner. The Beach is out of control. It's like a ship with no rudder. The problems are so obvious so who is Running the show. Take charge / before it's too late. Bring back some civility get rid of the elements that are destroying our beautiful city. If you don't before long MB will be obsolete. Thanks for listening. William Beach



Sent from my iPhone

Michael C. Gongora  
Shareholder

Becker & Poliakoff  
Alhambra Towers | 121 Alhambra Plaza, 10th Floor Coral Gables, FL 33134  
T: 305.260.1014  
F: 305.442.2232  
| [MGongora@beckerlawyers.com](mailto:MGongora@beckerlawyers.com)  
[www.beckerlawyers.com](http://www.beckerlawyers.com)

The Becker Client Care Center is here to serve our valued clients. If we can be of assistance in any way, please call us toll-free at 844-CAREBP1 (844.227.3271) or by email at [CARE@beckerlawyers.com](mailto:CARE@beckerlawyers.com)

Please visit our CALL (Community Association Leadership Lobby) website at <http://www.callbp.com> for all of the latest information impacting your community association. You must be a current client to access this site. Please call us toll free at 844-4FL-CALL (844-435-2255) or email [CALL@beckerlawyers.com](mailto:CALL@beckerlawyers.com) for information about CALL or if you do not know your community's password to log on to the site.

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING AN AUTONOMOUS MASS TRANSIT SHUTTLE TEST PROGRAM IN MIAMI BEACH**

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### **KEY INTENDED OUTCOME:**

Ensure Comprehensive Mobility Addressing All Modes Throughout The City

### **HISTORY:**

The City of Las Vegas, Nevada has deployed the first driverless mass transit test program in the country. Since its launch in November 2017, the autonomous shuttle has provided 10,000 riders a free lift around a 0.6-mile stretch of downtown Las Vegas. The test program was co-created by the American Automobile Association (AAA) and Keolis, a French transportation company, with the actual shuttle manufactured by a self-driving car startup company - Navya ARMA (see Attachment A for vehicle photo). Below is a January 14, 2018 article from the Business Insider entitled "I tried the first self-driving mass transit in the United States – and now I'm excited for the future of travel," which provides additional information on the Las Vegas Autonomous Shuttle Pilot. The article may also be viewed at:

<http://www.businessinsider.com/las-vegas-downtown-self-driving-shuttle-review-2018-1/#the-shuttle-built-by-a-company-called-navya-arma-is-unmistakable-its-stubby-and-blue-with-cameras-on-the-outside-and-top-and-its-electric-so-its-almost-silent-1>

### **Las Vegas Autonomous Shuttle Test Program**

Pursuant to the City Commission's request to explore launching a similar driverless mass transit test program in Miami Beach, Transportation Department staff reached out to City of Las Vegas and Keolis who operates the pilot program. Based on information provided by the City of Las Vegas staff, the current program will be in effect for a year (until November 2018).

Based on Staff's communications with Keolis who operates the Navya vehicle in Las Vegas, deployment of one (1) test shuttle vehicle would cost approximately \$700,000 for one (1) year of pilot testing. This cost would include leasing one (1) Navya shuttle for one (1) year at a cost of \$135,000, plus \$45,000 per month for operation, insurances, one (1) trailer vehicle, and the required Keolis personnel (2 people). . An option could be to purchase the autonomous shuttle for approximately \$263,000. Under that scenario, the cost to the City would be approximately \$800,000 for the first year of pilot testing.

The cost is being fully subsidized by AAA who has a relationship with the technology provider.

The shuttle service operates eight (8) hours a day/six (6) days a week (Tuesday through Sunday), from 11AM-7PM, with multiple pick-up and drop-off locations along the route. The shuttle operates in mixed traffic and the test vehicle is equipped with air conditioning. The test vehicle is able to operate a full day of service with fully charged batteries and no need to re-charge.

Based on staff's conversations with Keolis, the capacity of the test shuttle vehicle is 11 passengers seating plus up to 4 standing passengers; however, due to liability and insurance requirements, standing is currently not allowed

inside the test vehicle. Although the autonomous shuttle currently operating in Las Vegas is not ADA accessible, it was allowed to operate as a prototype vehicle in a test environment as part of the demonstration program. The manufacturer is working on designing an ADA accessible shuttle that will be available in the near future.

From an operational perspective, while the shuttle is fully autonomous, one (1) Keolis staff member must always be present on board the test vehicle. Additionally, to decrease the likelihood of the test vehicle being rear-ended, a second Keolis staff member in a separate vehicle must continuously follow the test vehicle during service hours. While the test vehicle is able to operate at higher speeds, the maximum operating speed is limited to 15 MPH for safety and liability reasons.

#### University of Michigan Autonomous Shuttle

During the Fall of 2017, driverless shuttle service was launched at the University of Michigan's North Campus to transport students, faculty, and staff along a nonstop two (2) mile route between the Lurie Engineering Center and the university's North Campus Research Complex. Similar to the Las Vegas autonomous shuttle program, this service also uses autonomous vehicles manufactured by Navya. This shuttle service operates on university roads during service hours and at no cost to riders. Two (2) shuttles operate at approximately 10 minute service frequency. Transportation Department staff has reached out to University of Michigan and is currently gathering information regarding the cost of the service and other pertinent information on this particular program.

#### Other Autonomous Shuttle Test Programs

While staff has been able to reach out to City of Las Vegas and obtain information on its autonomous shuttle test program, there are various pilot programs throughout the country, including City of Jacksonville, Florida; Arlington, Texas, and Minnesota Department of Transportation. These two (2) pilot programs are all using an autonomous shuttle vehicle supplied by EasyMile (see Attachment B for vehicle photo) rather than Navya.

### **ANALYSIS:**

#### Financial Update

Based on Staff's communications with Easy Mile, who operates the pilot program in Jacksonville, the cost of leasing one (1) vehicle for a one-year period, including maintenance and insurance costs, would be approximately \$150,000. To this cost, Transportation Department staff estimates that an additional approximately \$100,00 would be required for personnel to operate the service for approximately 8 hour/day. Thus, the total cost of a 1-year pilot with Easy Mile is estimated at \$250,000 as compared to the Las Vegas model of \$700,000.

#### Potential Pilot Corridors in Miami Beach

Transportation Department staff preliminarily evaluated corridors in the City which could be considered for potential autonomous mass transit shuttle service. Given the low operating speed of the vehicle, this service could serve as a pedestrian accelerator and trolley connector along corridors not currently served by the City's Trolley service. Based on staff's preliminary assessment, the following corridors could be considered for potential implementation of an autonomous mass transit shuttle test program in the City:

- Meridian Avenue between 1st Street and Lincoln Road
- Collins Avenue between South Pointe Drive and Lincoln Road
- Ocean Drive between 1st Street and 15th Street

#### Sponsorship Update

The Marketing and Communications team has been working on sponsorship opportunities for July 4, Memorial Day, City of Kindness, and indoor cycling initiatives from the Commission but will continue reaching out to entities for a potential sponsorship to assist in funding a pilot program in Miami Beach.

### **CONCLUSION:**

This item is presented to the Neighborhood/Community Affairs Committee for discussion and further direction.

**ATTACHMENTS:**

Description		Type
	Attachment A - Navya	Other
	Attachment B - EasyMile	Other









# MIAMI BEACH

## **COMMITTEE MEMORANDUM**

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING THE RATIONAL RECOVERY PROJECT,  
SPONSORED BY THE FREEZONE YOUTH SELF RESPECT AND SOUTH  
BEACH SOBER COACH**

---

### **HISTORY:**

This item was initially referred to NCAC at the January 17, 2018 City Commission meeting and subsequently deferred until the Committee's April meeting.

### **ANALYSIS:**

Ms. Scott Schrey is the founder of Rational (Reasonable) Recovery, an educational approach to empower people. Per Mr. Schrey, Freezone Youth Self Respect, created by Mr. Schrey, is a mindset so that people know they matter. The program is not certified or endorsed by an accrediting agency and has no validation data. However, Mr. Schrey expects to yield evaluative data from the City's funding of his program for use in area schools.

Attached is a copy of Mr. Schrey's presentation.

### **CONCLUSION:**

The Administration is seeking direction on this item.

### **ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
<input type="checkbox"/> Rational Recovery Power Point	Other
<input type="checkbox"/> Rational Recovery Project - The Youth Self-Respect Project 5/18/18	Memo
<input type="checkbox"/> Youth Self-Respect Project Info 2 5/18/18	Other

# RATIONAL RECOVERY

**get sober**  
proven • successful • friendly

Proven sound advice, when taken,  
will secure goals and accomplishments

no doctors, no counselors - person to person  
with or without AA meetings

30 min FREE first meet up

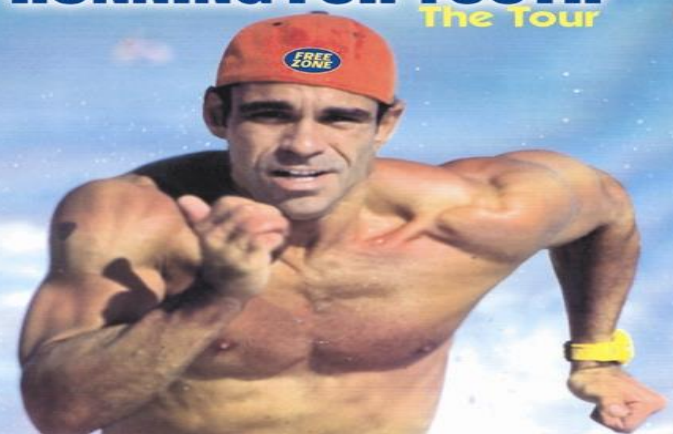
call when you want... it's your life  
we're in your corner

**Just In Time  
Sober  
COACH**

786-453-2647

[southbeachsobercoach.com](http://southbeachsobercoach.com)

**RUNNING FOR YOUTH**  
The Tour



**THE YOUTH SELF-RESPECT  
PROJECT**

**FREE  
ZONE**

**THEY MATTER!**

freethezone.com

**Words**  
on the beach

**FSM** THE WELLNESS PROGRAM

AMERITHEATRE



# MIAMI BEACH

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## PRESENTS:

**THE FREEZONE  
RATIOAL RECOVERY  
SOUTH BEACH SOBER COACH**

# OPIOID BUSTERS

# Project Intent:

---

- ❑ Saving lives while putting Miami Beach on the national and global map for a caring, progressive, and effective fight against alcoholism, drug addiction and the Opioid Epidemic.

# PART ONE

---

- ❑ **PREVENTION-** once a week support meetings during school at Miami Beach High. Invitation based on student's family addiction history and random lottery selection from that demographic group. Invitation granted weekly based on sincere involvement and mature participation. Topic for group meeting: a) practical education about the disease of alcoholism and drug addiction... a fair-warning about what it looks like in all stages of development in case they have it- they can cut it off at the beginning stages, b) Personality discovery, c) understanding defiance.
- ❑ Lunch time help tables, student body seminar pep rallies, help drop boxes throughout the school,



# PART TWO:

---

- ❑ **GETTING SOBER-** Twice a week specialized meetings held for active addicts wanting to get and stay sober- a reasonable education on the allergy and disease of addiction... Invitation granted weekly based on sincere involvement and mature participation in meeting curriculum. lesson plan and take home assignments. Community outreach- Information and support booths on Lincoln Road on the weekend during the farmers' market, weekly presents on The Beach Cable Channel, partnering with online apps like We Connect.

# CURRICULUM LESSON PLAN TOPICS

---

- ❑ Parents Are People Too- Doing the best with what they have... No parent ever screamed over your crib "***I'm going to ruin your life.***"
- ❑ Cleaning Your Mental Clutter.
- ❑ Having A Second Helpful Thought.
- ❑ Proving You Matter.
- ❑ Being Equal, Neutralizing Fear.
- ❑ The Exact Nature Of Your Mistakes, Having Self-compassion.
- ❑ Mantra Training, The Blessed Repetition.
- ❑ Commitment Ring
- ❑ The Misuse Of Perfectionism.
- ❑ No One Is Perfect- Mistakes Are Good.
- ❑ Special Guest Speakers & Specialized Topics ie. Yoga, Meditation Nutrition, understanding sexuality, falling in love, Falling out of love.

# IF I ONLY KNEW THEN WHAT I KNOW NOW....

---

- ❑ MIAMI BEACH **OPIOID BUSTERS** COMBINES 3 PROJECT PRODUCED OVER 15 YEARS.
- ❑ Three Levels Of Funding, If need be use 5013c status.
- ❑ 100k, 75k, 50k.
- ❑ Budget:
- ❑ Yearly budget 100k outline:
- ❑ 60k for 2 co-project directors,
- ❑ 30k for outsourced part time drug counselors,
- ❑ 3k for community outreach PR and advertising,
- ❑ 1k community out reach promotions
- ❑ 2k bookkeeping
- ❑ 1k copies
- ❑ 2k website/app
- ❑ 1k miscellaneous.



# RECOGNITION RECOVERY

# get sober

proven • successful • friendly

Proven sound advice, when taken,  
will secure goals and accomplishments

no doctors, no counselors - person to person  
with or without AA meetings

30 min FREE first meet up

call when you want... it's your life  
we're in your corner



[southbeachsobercoach.com](http://southbeachsobercoach.com)

**RUNNING FOR YOUTH**  
The Tour

**THE YOUTH SELF-RESPECT PROJECT**

**FREE ZONE**

**THEY MATTER!**

freetoneworld.com

Words on the beach

FSM THE WELLNESS PROGRAM

AMERIFEST

# MIAMI BEACH PRESENTS:

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**THE FREEZONE YOUTH SELF-RESPECT PROJECT  
RECOGNITION RECOVERY  
SOUTH BEACH SOBER COACH  
\*\*\* References Included**

# OPIOID BUSTERS

# Project Intent:

---

- ❑ Saving lives while putting Miami Beach on the national and global map for a caring, progressive, and effective fight against alcoholism, drug addiction-the Opioid Epidemic and School Violence. Encouraging positive social, emotional, mental and physical patterns of habit.

# IF I ONLY KNEW THEN WHAT I KNOW NOW....

---

- ❑ **Eliminate social competition that creates adolescent separation, envy, spite & depression- and you'll help solve school violence.**
- ❑ **Teach children from an early grade an ongoing, practical, simple, realistic education on addiction and alcoholism- give them sincere fair warnings on what it looks like and how it progresses- especially if it runs in their family to not start or stop before gets out of hand and you will spare millions of a new generation the tragic life of an active addict or alcoholic.**
- ❑ **Creative self-respectful cognitive therapy as a class for all grades- will help solve youth depression & violence in schools.**
- ❑ **When you're taught equal levels of self worth to all; it drives a natural knowledge that regardless, everyone matters the exact same- this will help solve school violence.**



# PART ONE

---

- ❑ **PREVENTION-** once a week support meetings during school at Miami Beach High. Invitation based on student's family addiction history and random lottery selection from that demographic group. Invitation granted weekly based on sincere involvement and mature participation. Topic for group meeting: a) practical education about the disease of alcoholism and drug addiction... a fair-warning about what it looks like in all stages of development in case they have it- they can cut it off at the beginning stages, b) Personality discovery, c) understanding defiance.
- ❑ Lunch time help tables, student body seminar pep rallies, help drop boxes throughout the school,

# PART TWO:

---

- ❑ **GETTING SOBER-** Twice a week specialized meetings held for active addicts wanting to get and stay sober- a reasonable education on the allergy and disease of addiction... Invitation granted weekly based on sincere involvement and mature participation in meeting curriculum. Lesson plan and take home assignments.
- ❑ Community outreach- Information and support booths on Lincoln Road on the weekend during the farmers' market, weekly presents on The Beach Cable Channel, partnering with online apps like We Connect.

# A culture that cherishes life and human dignity...

---

- The foundation for a child to experience A CULTURE THAT CHERISHES LIFE AND HUMAN DIGNITY... healthy morals, good conduct and become all that they are meant to be is personal freedom- Freedom from doubt, insecurities as well as internal chaotic separation an unfair moral competitiveness w/ their peers.
- 
- 1) This is largely due to children growing up thinking and feeling separate, different, less than and worthless self-appraisal - causing animosity, hostility, anger, resentment, abuse and sometimes tragic death... Most children have no sensible-consistent education on self respect, self-worth or self-equality.
- 2) Children lack a consistent, practical education about the disease and allergy of alcoholism and addiction... a fair-warning about what it looks like in all stages of development in case they have it- they can cut it off at the beginning stages when they still can instead of getting caught in the addicted vice grip subjected to thievery and breaking the law to get more... in many cases it's too late to recover, they end up in jails, institutions or die....EARLY KNOWLEDGE AND DETECTION IS THE BEST DEFENSE!
- 3) Teaching cohesive communication skills from text messaging to face to face verbal communication.
- Most kids are learning excellent written communication that doesn't translate to person to person communication.

# Cont..

---

- ❑ The Freezone Youth Self-Respect Project
- ❑ Targets these issues of ignorance with a simple-pinpoint accurate education.
- ❑ The difference in this project is, it has practical hook by asking the questions,
- ❑ Do You Matter?... once a child admits they matter, the practical hook continues by asking, if you say you matter... How do you prove to yourself that you matter?... Leaving them wide open, receptive and up to the challenge of teaching them this education.
  
- ❑ The platform is the program's motto statement "You Matter."
- ❑ With a simple, profound shift in thinking, changing their personal mindset and life for the better, forever inspiring them to strive for a great GPA, healthy morals, good conduct and opening them up internally to being all they can be.
  
- ❑ The Freezone is design to bring Miami Beach leading experts into the project to build the right team, A TRUE TEAM EFFORT.
- ❑ To produce and execute the simplest most effective game plan and program.
  
- ❑ It's message has been proven very successful and can only get better.
- ❑ If so inspired... I'm available for a call, video conference or meeting.
- ❑ \*\*\*We might not get through to all the kids but we'll get through to most\*\*\*
- ❑ DOING OUR PART TO SCORE A VICTORY FOR HUMANITY AND PUTTING MIAMI BEACH ON THE NATIONAL MAP FOR EDUCATION AND WELLNESS.
  
- ❑ Goals: \*Redesign \*Pilot run \*Prototype \*All public school K- 12<sup>th</sup> grade.



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# **CURRICULUM LESSON PLAN TOPICS**

- ☐ 1) Parents Are People Too- Doing the best with THE MATURITY they have... No parent ever screamed over your crib ***"I'm going to ruin your life."***
- ☐ 2) Cleaning Your Mental Clutter- what's still bothering you?
- ☐ 3) Having A Second Helpful Thought- reasonable and rational mental counteract.
- ☐ 4) Proving You Matter- realizing we all matter the exact same.
- ☐ 5) Being Equal, Neutralizing Fear- understanding everyone has it somewhat tough. Having compassion for someone- same as being sick in the hospital.
- ☐ 6) The Exact Nature Of Your Mistakes- Having Self-compassion & understanding.
- ☐ 7) Mantra Training, The Blessed Repetition, the power of a pattern.
- ☐ 8) Commitment Ring, a healthy productive relationship with fate- accepting when things don't work out your way- that these things still are for your best.
- ☐ 9) The Misuse Of Perfectionism, the truth about defiance.
- ☐ 10) No One Is Perfect- Mistakes don't make you bad, mistakes are good.
- ☐ 11) The truth about alcoholism and drug addiction- it is an allergy- an abnormal reaction.
- ☐ 13) Alcoholism and drug addiction- it's genetic, let's study your family tree for awareness and life saving fair-warnings.
- ☐ 14) Alcoholism and drug addiction- what does it actually look like, how does it show itself, how does it unfold and play out- what are the unanimous toll telling sighs in its progression that are...simple, practical, real time markers & evidence that you might have it. \*\*\*\*\*EARLY DETECTION WILL SAVE YOUR LIFE.\*\*\*\*\*
- ☐ 15) Alcoholism and drug addiction- is easily destroyable- before it destroys you

# Lesson Plan Topic Ideas Cont.

- Special Guest Speakers & Specialized Topics .1) Peer to Peer training for each group click. 2) Meditation. 3) Nutrition. 4) Understanding sexuality. 5) Falling in love. 6) Falling out of love. 7) Understanding absentee parents. 8) The power of placing yourself and something of importance. 9) What if you were never told- when you get a headache to take an aspirin. 10) The Good, Bad and Ugly- see yourself in second person and tell the story of your life so far. 11) It's impossible to be insignificant. 12) Becoming a human rights activist to yourself. 13) The truth about kindness. 14) The wow factor. 15) Restless irritable, discontent and impatience evaluation. 16) Storing sincere compliments in your mind. 17) Mentally calculate, then articulate 18) The way you think changes the way you feel- thus changes your experience, 19) unbreakable optimism, 20) What's it like to be bullied, the damage it actually causes to development. 21) Love your brother, love your sister, love yourself. 22) Freezone Living like you matter.

# Yearly Budget Per School

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- ❑ MIAMI BEACH **OPIOID BUSTERS** COMBINES 3 PROJECT PRODUCED OVER 15 YEARS.
- ❑ Three Levels Of Funding, If need be use 5013c status.
- ❑ 100k, 75k, 50k.
- ❑ Budget:
- ❑ Yearly budget 100k outline:
- ❑ 60k for 2 co-project directors,
- ❑ 30k for outsourced part time drug counselors,
- ❑ 3k for community outreach PR and advertising,
- ❑ 1k community out reach promotions
- ❑ 2k bookkeeping
- ❑ 1k copies
- ❑ 2k website/app
- ❑ 1k miscellaneous.



# Letters Of Reference

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I felt motivated to jump at this opportunity as I live in deep gratitude for the divine friendship that had been bestowed upon me, of which I did nothing to earn. As Scott would put it, we are sober sole mates. To have such a relationship while living the disease of addiction is in my opinion; life saving.

During the year of 2012, specifically Sept of 2012 I met Scott, while I was at the darkest moments of my life. I had been struggling with drugs and alcohol for some time. Actually, struggling would be the wrong word, tragically drowning would describe it better. I was flushing what was left of my life down the drain for an uncontrollable urge to use drugs. Moments leading up to meeting Scott I had very little idea about what was wrong with me and knew even less about what the solution could be. And then in a group setting I heard this man speak about his experience with addiction, and for the first time I related and it seemed like he shared my problem. Although it no longer resembled a problem for him, he seemed happy, healthy, and sincerely grateful for having had gone through such a tragic experience. The best was to describe it was spiritual awe. I then later asked him if he could take some time and help me. Without hesitation he said yes.

We met often, minimum once a week. We texted or called everyday...

He said it was a way of reminding myself everyday that I have a disease of alcoholism and drug addiction and I must take appropriate actions to remember that I have that disease. He said, "the reason most people relapse is because they forget, and they do not take the right actions on a daily basis to keep their memory fresh of what could happen if they pick up." The display of spiritual tools Scott willing placed before me has helped and continued to help me live a life of sobriety. Not only has he helped me, but I continually watch him help others without any intention of receiving something in return, expect that he may continue to stay sober himself.

Six years ago, I was desperate for a answer. What I received was a spiritual intervention that I will forever be grateful for. Scott and I are now best friends and he continues to be a big support and a steady wall to lean on when life gets hard....

Sincerely,

David Adams

---

11 years ago, my life was falling apart. Crystal meth addiction had a strangling hold over my life. I was using crystal every day. I couldn't stop. I didn't know why. It didn't make sense to me. I has an excellent education. I had was healthy. A great job. Was in a stable relationship. Nice apartment in New York City. But I couldn't stop using crystal.

Occasional use turned to daily use. Which turned to intravenous use. I was trapped by addiction. I started to lose clients at work. Bad stomach infections that lasted for months. Sores on my skin. I lost contact with my family. My relationship ended. My neighbors moved out after I kept them up night after night.

I attended a meeting of people struggling with crystal meth addiction. I was fortunate enough to meet Scott Schrey at one of those meetings. Scott passed on to me his knowledge and his own personal experience of a new way of living. A method of remembering where picking up the drug takes me...every time. And the certainty that picking up again would certainly lead me back to the path of dispare I had been trapped in.

In January of this year I celebrated 10 years sober. In that time, I have furthered my education. I gained an MBA from NYU and became a CPA. My relationship has returned, and is now stronger than ever. I didn't lose my job. I made amends to my employer, and am now a member of the company's senior management team. I am closer to my family. I own my apartment. I have others get sober and learn this new way of living. I have a wonderful life. I am so grateful for Scott showing me the path to it.

Richard Hetherington, CPA, MBA

---

My name is Jonathan. This summer I am coming up on 8 years clean and sober. My road to this freedom from drugs began with Scott. Scott didn't just lend me a helping hand. He made me feel that I deserved to be helped. I was in the lowest possible place with drug abuse, and he gave me hope that the key to my recovery, in fact the key to my survival, lay within myself, and my ability to change my thinking.

Early on, he was clear about setting up assignments and boundaries to guide and break the addicted body and mind. We wrote, talked, and shared about the traps of old patterns, behaviors, and people. I learned what was truly "reliable" in life, and what had been false. He was "on call" for me in a giving way that showed commitment to my safety and progress. Above all, he represented the power of example of a man who lived by the principles of honesty, action, and authenticity that he was trying to build in me. Scott created a sense of community. There were other guys that he was guiding as well, on whom I could rely as brothers. We looked out for each other, ate together, laughed and cried together, as Scott looked out for us all. And ultimately, it's amazing to believe that I could be part of a group, a society, that wants me back, and to which I can contribute."

Sincerely,  
Jono Mainelli

# THE WELLNESS PROGRAM

**YOU  
MATTER!** <sup>TM</sup>

**freezoneworld.com**

**Tel: 305=532-6161**

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## The Youth Self-Respect Project



# Teaching Youth To Live Like They Matter!

### **FREEZONE WELLNESS PROGRAM**

1440 Euclid Avenue, Suite #1 Miami Beach, FL 33139

**Scott Schrey ~ Program Director**

Tel: 305-532-0028

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The Youth Self-Respect *Project*  
A NON-PROFIT ORGANIZATION

**DEFINED PROBLEM:** Suppressing societal conditioning

Imposed boundaries: Physical, mental, emotional, intellectual, professional, and economical.

**THE CAUSE:** Inaccurate conditioning and development

Inaccurate conditioning and youth development training: Most children are raised in the world without a choice of personal freedom. Children are conditioned and trained by the ignorant environments they exist in. These environments are families, society, schools, and religious institutions.

**THE EFFECT:** Uncontrollable violence and self-abuse

Lack of self-respect, self-esteem, and control over one's mental and emotional processing. Teen-agers using destructive means to deal with depression, disappointment, insecurity and doubt. Lack of understanding and education among teen-agers on the benefits, beauty and outstanding learning advantages of diversity.

**CLIENT POPULATION:** The future generations

Children of all ages and grade levels.

**DEFINED GOALS:** Issues focussed on

- 1) To defuse violence and self-abuse in schools and communities within all societies.
- 2) Assisting children in reaching their true potential.
- 3) Empowering children to realize their individual worth and the worth of others within all societies.

**3 SELECTED ACCOMPLISHED GOALS:**

- 1) Troy Academy Community Schools, (court sentenced youth offenders)  
Violence decreased 100%. See principal endorsement letter.
- 2) Miami Beach Senior High School  
Increased self esteem and quality of life. See student testimony.
- 3) Big Brother Big Sisters Organization  
Increased level of Self worth among seminar attendees. See organization letter of praise.

**ACTION:** Youth multimedia educational seminars, youth self-respect adult facilitator certification programs and youth classroom lesson plan modules on self respectful thoughts, decisions, and actions.

- 1) A course implemented to aid and empower children in their thought process, offering them the ability make sound, self-respecting decisions.
- 2) To ensure all children are educated, regardless of gender, race, religious beliefs, or sexual orientation on positive, accurate viewpoints when dealing with themselves, others, and life's situations. (Race adversity, sexual, physical, and verbal abuse, negative competition, addiction, sexuality, rejection, and self-imposed doubt.)
- 3) To educate children on the amazing value of diversity.
- 4) To educate children on their unconditional value and self-worth.

**RESULT:** Empowering social conditioning

Expanded boundaries: Children of all ages developing the mental skills needed to successfully increase self-esteem enabling them to become healthy, productive, self-reliant, law abiding members of society.

**VISION:** Global intent

All Countries, in all languages implementing youth self respect programs.

- 1) Youth self respect educational guidance seminar programs.
- 2) Adult self respect training certification courses.
- 3) Youth self respect classroom training module programs.
- 4) Partnerships with existing youth programs.



# FREEZONE YOUTH SELF-RESPECT PROJECT



The FREEZONE Wellness Program is a guide to Personal Freedom. Freedom from personal doubt, worries and insecurity through an honest and realistic way of looking at life. Described as an Inner Peace, the concept or the passion of the FREEZONE Wellness Program is to guide the world, one person at a time to "LIVE IN THE FREEZONE". This personal process starts by reminding each and every person of the FREEZONE Motto Statement, YOU MATTER.

Developing self esteem from the beginning of life is critical to a child's future. This is especially important for the formative young minds beginning to step out into the world as adults. **That is the purpose and the intent of the Freezone Youth Self-Respect Project, to insure children & youth have an opportunity to be exposed to a positive self esteem program.** This is not always taught in the home, and it is increasingly more the duty of our schools to insure all growing human beings are exposed to principles of thought that prove that they matter. The FREEZONE Youth Self Esteem Development Program will be visiting schools across Dade and Broward counties in 1999 to help schools instill these important values in our future generations.

The FREEZONE Wellness Program is for all people, any age. Even though today our focus is on youth. We have enclosed a FREEZONE recipe called "A Child Is Born" for the students to give to their parents, as a reminder that their child matters, and that parents need to actively participate in nurturing this process of growth. We also want to encourage parents to live in the FREEZONE, so they can develop thinking habits that best support self esteem, because everything they do affects their children.

If asked, most people think they matter, but if you truly matter, you need to believe, live and maintain your life like you matter. That may be a different story... once MATTERING it is presented in this way, you may find out that you have forgotten you matter or that you have never really been taught how to matter., now it is time to believe that you matter. The truth is, when you live like you matter you make decisions to think and act in a way that supports mattering. It's a very simple yet very profound recipe for personal freedom.

The FREEZONE Wellness Program was written and designed to reeducate, recondition and reprogram the mind to practice and become an expert in:  
MAKING THE NEXT RIGHT DECISION...THINKING THE NEXT RIGHT THOUGHT... AND TAKING THE NEXT RIGHT ACTION TO PROVE TO YOURSELF THAT YOU WANT TO LIVE LIKE YOU MATTER.

...AND LIFE IN THE FREEZONE WILL BEGIN

FREEZONE ASSIGNMENT: THE NEXT OPPORTUNITY YOU GET TO PROVE TO YOURSELF THAT YOU MATTER, **DO IT!**

FOR MORE INFORMATION, CHECK OUT THE FREEZONE WEBSITE: [freezoneworld.com](http://freezoneworld.com)  
TELL A FRIEND!

YOU MATTER, EVERYONE MATTERS, OUR YOUTH MATTERS

SCOTT SCHREY  
& BRIAN BOWLIN

Our website is designed for everyone,  
to assist a healthy, positive way of thinking  
1999 • [freezoneworld.com](http://freezoneworld.com)

# BEING A TEEN

3-15-99 • 11:13pm

WHAT AN AGE  
WHAT A TIME TO REMEMBER  
WHAT I THOUGHT & HOW I FELT  
SO YOU KNOW YOU'RE NOT ALONE  
THE WORD THAT COMES TO MIND  
IS PRESSURE  
UNDERLINED PRESSURE  
FROM ALL SIDES

NO ONE KNEW, I WAS GOOD AT HIDING IT  
BUT INSIDE I WAS UNDER PRESSURE  
PRESSURE TO HAVE A GIRLFRIEND  
PRESSURE TO LOSE MY VIRGINITY  
PRESSURE TO MEASURE UP

MOSTLY PRESSURE I PUT ON MYSELF  
I WAS A LATE BLOOMER  
I GREW SLOW  
AND I THOUGHT LESS THAN OF MYSELF, SO I FELT LESS THAN  
I WAS WEARING A MASK, THE "EVERYTHING'S OKAY" MASK  
BUT IN MY MIND I WAS AT WAR WITH MY THOUGHTS  
I DIDN'T KNOW I COULD TALK ABOUT IT, I WAS STUCK  
I THOUGHT EVERYONE WAS PASSING ME BY  
I THOUGHT THEY WERE BETTER THAN ME  
EVEN THOUGH I WAS ONE OF THE MOST POPULAR  
EVEN THOUGH, I'M SURE OTHER KIDS THOUGHT I WAS BEST  
.....

IN SOME WAYS I WAS PASSED BYE  
THEY HIT PUBERTY FIRST  
BUT I WAS STILL ME, PERFECT IN MY WAY, IN MY TIME  
NO BODY ELSE'S  
THE PROBLEM WAS MY THINKING,  
I THOUGH WE WERE ALL THE SAME  
I THOUGHT WE WERE SUPPOSED  
TO GROW, MATURE, AND EXPERIENCE EVERYTHING  
AT THE SAME TIME  
NO ONE TOLD ME WE ARE ALL DIFFERENT  
THAT IT'S OKAY TO BE ME, AT MY OWN PACE  
THAT I WAS PERFECT IN MY WAY

NO ONE TOLD ME THAT I MATTER  
THAT MY WANTS MATTER  
THAT MY THOUGHTS MATTER  
NO ONE TOOK A RISK TO TELL ME THAT  
NO ONE POINT BLANK TAUGHT ME HOW TO MATTER  
NOBODY REINFORCED MY SELF ESTEEM  
SO IT WAS LOW  
.....

NO ONE SHOWED ME TO CARE FOR MYSELF MENTALLY  
SO I DIDN'T AND INSECURE ISSUES WERE FORMED  
PERSONAL INSECURITIES DEVELOPED AND HAUNTED ME  
THE INSECURITIES TOLD ME I WASN'T GOOD ENOUGH  
I FINALLY HAD TO TELL SOMEONE WHAT I THOUGHT

THAT WAS THE AMAZING START  
BECAUSE I WAS FINALLY TOLD THE TRUTH  
THE TRUTH THAT I AM GOING TO TELL YOU NOW  
THAT HELPED FIX MY THINKING  
TO SEE MYSELF AS THE GOOD KID I WAS  
JUST FOR BEING ME  
TO THINK POSITIVE ABOUT EVERYTHING  
TO LEARN THERE IS A HALF FULL VERSION  
NOT HALF EMPTY  
MY THOUGHTS BECAME GOOD THOUGHTS  
AND MY LIFE GOT BETTER  
THE ONLY THING IS, IT TOOK ME SO LONG TO GET HELP  
I WAS 24, THAT'S ALMOST 10 YEARS OF LOW LIVING  
THAT IS WHY I WRITE THIS TO ALL YOU  
THE TIME HAS PAST; I'M 30 YEARS OLD  
NOW I KNOW BETTER  
WHAT I WORRIED ABOUT AS A TEEN MEANS NOTHING NOW  
SO THAT MEANS I WORRIED FOR NOTHING, SEE MY POINT?  
THAT'S THE REASON I WRITE, TO SPARE YOUR WORRIES

WHAT I WORRIED ABOUT AS A  
TEEN MEANS NOTHING NOW...  
SO THAT MEANS I WORRIED FOR  
NOTHING

TO HELP YOU CHANGE YOUR MIND  
TO TELL YOU THE TRUTH I MISSED FOR SO LONG  
THINGS LIKE THIS:  
THERE IS NO COMPETITION, YOU DON'T HAVE TO COMPETE  
YOU DON'T HAVE TO TAKE ANYTHING PERSONAL  
KIDS HAVE THEIR OWN ISSUES, THEIR OWN INSECURITY  
THAT'S WHY SOMETIMES THEY'RE MEAN...  
SO IT'S NOT YOU  
YOU CAN SAY NO, YOU CAN SAY THAT'S NOT COOL,  
YOU CAN SAY DON'T TREAT ME THAT WAY  
YOU CAN TOTALLY TELL ANYONE TO STOP  
YOU CAN TELL A TEACHER ANYTHING YOU WANT  
YOU CAN STAND UP FOR YOURSELF  
PROVE YOU MATTER, BECAUSE YOU DO  
DON'T WORRY, IT WON'T GET WORSE  
YOU WILL BE PROTECTED AND THE ABUSE WILL STOP  
YOUR SELF ESTEEM WILL RISE  
AND YOU WILL SHINE BRIGHT AS THE SUN

YOU CAN MAKE NEW FRIENDS, NICE FRIENDS, GOOD FRIENDS  
FRIENDS THAT DO THE RIGHT THINGS  
DOING THE RIGHT THINGS MEANS: YOU MATTER

BY THE WAY, IN CASE YOU DIDN'T KNOW  
THE PERFECT OUTFIT IS THE ONE YOU LIKE BEST  
WHAT YOU THINK MATTERS  
NOT WHAT SOMEONE ELSE THINKS

TRUTH IS, WHAT SOMEONE ELSE THINKS, DOESN'T MATTER  
IF SOMEONE LIKES YOU GREAT  
IF SOMEONE DOESN'T IT'S OKAY  
BECAUSE NO ONE IS LIKED BY EVERYBODY  
IT'S JUST THE WAY IT IS  
IT'S CALLED LIFE  
DON'T TAKE IT PERSONAL LIKE I DID BECAUSE  
I SUFFERED, I FELT NO GOOD, WHEN I WAS GOOD  
JUST DO THE RIGHT THINGS AND LET YOUR LIFE UNFOLD  
IF YOU ACCEPT WHAT HAPPENS, HOW THINGS HAPPEN  
YOU WON'T SUFFER

HERE'S THE TRICK TO NOT SUFFER... READY?  
...LET'S SAY YOU WANT TO GO OUT WITH SOMEONE  
YOU ASK THEM OUT AND THEY SAY NO  
INSTEAD OF TELLING YOURSELF  
YOU'RE NOT GOOD ENOUGH, SIMPLY CHANGE YOUR MIND  
TELL YOURSELF THAT IT JUST MEANS IT'S THE WRONG FIT  
THAT YOU'LL GO OUT WITH SOMEONE BETTER FOR YOU  
THE BEST SOMEONE  
IT MAY TAKE SOME TIME TO FIND THAT PERSON  
BUT YOU WILL, YOU ALWAYS WILL, I PROMISE  
TRY IT, TEST OUT A FREEZONE CHANGE OF MIND  
IT TOTALLY WORKS  
AND YOU WON'T SUFFER  
YOU MATTER WAY TOO MUCH TO SUFFER

LIFE IS NOT TO SUFFER  
LIFE IS MEANT TO BE FREE AND  
TO HAVE PERSONAL FREEDOM AT ANY AGE  
ESPECIALLY AT A YOUNG AGE  
BECAUSE YOU'RE SETTING THE MENTAL PATH  
FOR YOUR WHOLE LIFE, YOUR FUTURE MATTERS  
THINGS THAT HAPPEN NOW DON'T MATTER  
WHAT YOU THINK ABOUT THEM DOES  
YOU GOT TO BE YOUR OWN BEST FRIEND  
TO LIVE IN THE FREEZONE  
REMEMBER YOU MATTER  
IT'S YOUR BIRTH RIGHT  
PROVE YOU MATTER TO YOURSELF BY  
PRACTICING WHAT I KNOW NOW...  
BEING A TEEN

- SCOTT SCHREY

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# THE FREEZONE YOUTH SELF-RESPECT PROJECT

## THE CONCEPT:

GUIDING YOUTH TO LIVE IN THE FREEZONE.

## THE MISSION:

TO DEFUSE VIOLENCE AND SELF-ABUSE IN SCHOOLS AND COMMUNITIES  
BY TARGETING LOW SELF-RESPECT COMBINED WITH  
AN EDUCATION ON THE VALUE OF UNITY AND DIVERSITY.

## THE VISION:

GUIDING YOUTH TOWARDS SELF-ESTEEM AND PERSONAL FREEDOM, WHILE ASSISTING THEM TO DEVELOP  
THE MENTAL SKILLS NEEDED TO SUCCESSFULLY DEAL WITH THEMSELVES, OTHERS, AND LIFE.  
LEADING ALL CHILDREN REGARDLESS OF GENDER, RACE, FAITH, OR SEXUAL ORIENTATION  
USING A LIVE MOTIVATIONAL PERFORMANCE AND CLASSROOM LESSON PLAN MODULES TO INSPIRE TODAY'S YOUTH  
TO BECOME HEALTHY, PRODUCTIVE, SELF-RELIANT, LAW ABIDING MEMBERS OF SOCIETY.

Developing true self-respect is crucial to a child's future.

The purpose of the FREEZONE Youth Self-Respect Project is to provide today's youth with  
a positive, accurate, view point. This is not always taught at home, and is becoming more the duty  
of our schools and youth environments to insure that all children at any age know

**"THEY MATTER"**

The project visits schools and youth establishments to Assist children in reaching their true potential  
and to realize their individual worth in society.

The FREEZONE Youth Self-Respect Project is committed to guiding youth  
**"TO LIVE LIKE THEY MATTER"**

Reaching the mass population in a single performance that deals with issues of:  
**Race Adversity, Abuse, Negative Competition, Addiction,  
Sexuality, Rejection, and Self-imposed Doubt.**

The program educates, with a fun, multi media production using  
live skits, music, dance, and motivational speaking.

The Project's performance delivers a  
clear-cut, easy to understand guidance on  
healthy thoughts, healthy decisions, and healthy actions  
on what has happened,  
what is happening,  
and what might happen  
in a child's life.

**FREEZONE LIVING NOW!**

*IT MATTERS!!!*

# FREE ZONE

## PROGRAM'S FREE FLOW OVERVIEW:

### WHEN YOU LIVE IN THE FREEZONE...

"You have personal freedom"  
Life is the best it can be.  
Because without a doubt,  
Without any conditions,  
Without anyone telling you,  
Regardless of what you thought in the past...  
You know you matter,  
You know you count.

You know you mean something,  
Simply because you were born...A Birthright  
You matter, therefore you know everyone matters

#### WHEN YOU MATTER TO YOURSELF...

You want to live like you matter,  
You have a natural motivation to learn and apply helpful suggestions  
You want to do the right things  
You work for your life, not against it  
You are secure in your own talents and the talents of others  
You add to people's life not take away from it

SO...

#### YOU THINK THE RIGHT THOUGHTS:

Freezone thoughts  
Accurate thoughts,  
Honest thoughts,  
Thoughts that don't steal your self- worth,  
Thoughts that protect you from worry, doubt, and insecurity,  
Thoughts that support understanding and compassion for others.

AND...

#### YOU MAKE THE RIGHT DECISIONS:

Freezone decisions,  
I matter decisions,  
My life matters decisions,  
Everyone matters decisions,  
Decisions that support...  
Self-Respect & Self-Esteem,  
Consideration for yourself,  
Consideration for others,

ALSO...

#### YOU DO THE RIGHT THINGS:

Freezone actions,  
Actions that don't create chaos and unmanageability in your life,  
Actions that enhance your life and the life of others,

#### YOU MATTER AND YOU PROVE IT BY...

Wanting and striving for The best possible life you can have.

AND YOU...

Support everyone having the best possible life they can have.

#### "FREEZONE THE HUMAN KINDNESS MOVEMENT"

For you...For me...For everyone

y o u   M A T T E R . . . I   M A T T E R . . . E V E R Y O N E   M A T T E R S ! ! !

**ZONE'**

THE POETIC REASONS:

## CHILDHOOD

4-26-99/8:40 am

MY CHILDHOOD  
YOUR CHILDHOOD  
EVERYONE'S CHILDHOOD

BEING A CHILD  
IS LIKE BEING A DRY SPONGE  
YOU SOAK EVERYTHING UP  
THE GOOD, THE BAD  
, THE TRUTH, THE LIES

YOUNG MINDS  
ARE IMMATURE MINDS  
IMMATURE MINDS  
LIKE A BLANK COMPUTER CHIP  
ARE WAITING TO BE PROGRAMMED  
CHILDHOOD IS THE PROGRAMMING CENTER

THE ENVIRONMENT-HOW WE LIVED  
THE PEOPLE-WHO WE LIVED WITH  
THE EXPERIENCES-WHAT WE WENT THROUGH  
WERE THE PROGRAMMERS

AS CHILDREN WE WERE PROGRAMMED  
WE NEEDED SOMETHING TO BELIEVE  
SO WE DID  
THERE WAS NO CHOICE  
LIKE AN INNOCENT BYSTANDER  
IN SOME WAY OR ANOTHER, WE TOOK A HARD HIT

IT MIGHT HAVE BEEN SOMEONE ELSE'S ACTIONS  
OR IT MAY HAVE JUST BEEN OUR YOUNG, IMMATURE PERCEPTION  
BUT WE DOWNLOADED INACCURATE INFORMATION  
WE TOOK EVERYTHING PERSONAL  
WHAT A CHILD WILL BELIEVE, YOU NEVER LOVED ME

EVERY WORD WE HEARD  
EVERY TONE WE FELT  
EVERY ACTION WE SAW  
PROGRAMMED A BELIEF IN OUR MIND  
THAT GAVE BIRTH TO FEELINGS WE HAD  
WHAT WE THOUGHT AND FELT  
WAS WHO AND WHAT WE BECAME

ONCE THE PROGRAM WAS ENTERED  
WE LIVED WITH IT  
NOT KNOWING ANY BETTER  
WE WERE KIDS THAT'S TO BE EXPECTED

NOW IS THE TIME TO SECURE A CHILD  
WITH THE EDUCATION TO HAVE  
SELF-RESPECT AND SELF-WORTH  
TO MAKE SURE THE CHILD'S THOUGHTS AND VIEWPOINTS ARE  
HELPFUL NOT HARMFUL  
TO PROVIDE GUIDANCE ON  
HEALTHY THOUGHTS  
HEALTHY DECISIONS  
AND HEALTHY ACTIONS  
FOR A CHILD'S TRANSITION INTO BEING  
A MATURE, PRODUCTIVE ADULT  
MAKING THE BEST TRAINING GROUND OF A...CHILDHOOD

—Scott Schrey, M.C., A.M./freezoneworld.com

EDUCATION  
TRAINING  
CONDITIONING  
PRODUCES...  
MATURITY

READING  
WRITING  
ARITHMETIC  
HISTORY  
SCIENCE  
IS ALL GOOD  
BUT... NOT GOOD ENOUGH

IT WILL NOT LEAD YOU  
TO HEALTHY RELATIONSHIPS  
WITH YOURSELF  
WITH OTHERS  
OR WITH LIFE

WHAT WILL IS...  
SELF-RESPECT  
SELF-ESTEEM  
SELF-WORTH

AN EDUCATION ON...  
HEALTHY THOUGHTS  
HEALTHY DECISIONS AND  
HEALTHY ACTIONS  
WILL COMPLETE AN EDUCATION FOR A MANAGEABLE LIFE

GIVE SOMEONE A NEW THOUGHT..."YOU MATTER"  
THAT WILL LAST A LIFE TIME  
THAT WILL HELP THEM INTO PRODUCTIVE HEALTHY LIVING  
THAT IS THE MISSING PIECE  
OF THE EDUCATIONAL PUZZLE

FRACTIONS  
I WILL NEVER DO AGAIN  
MAKING PERSONAL DECISIONS  
I WILL DO EVERY DAY OF MY LIFE  
EVERY DAY I WILL THINK ABOUT  
ME, YOU,  
AND HOW LIFE WORKS

IF WE DON'T EDUCATED ON HEALTHY THOUGHTS  
THEY DON'T HAVE A CHANCE  
LET'S GIVE THEM A CHANCE

LET'S FULLY PREPARED SOMEONE FOR A HEALTHY FUTURE  
LET'S NOT MISS THE BOAT WITH OUR INTENT  
LET'S COVER ALL AREAS OF  
AM... EDUCATION

-Scott Schrey/rreezoneworld.com



/// **ZONE WELLNESS PROGRAM**  
1440 Euclid Avenue, Suite #1  
Miami Beach, FL 33139



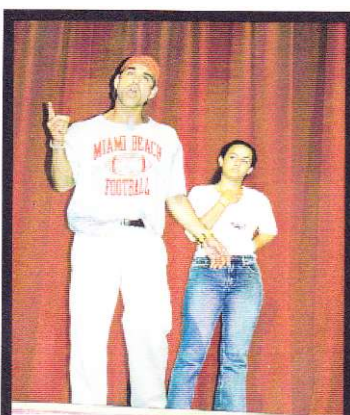


# THE FREEZONE'S YOUTH SELF-RESPECT PROJECT'S GUIDANCE SEMINAR PRODUCTION

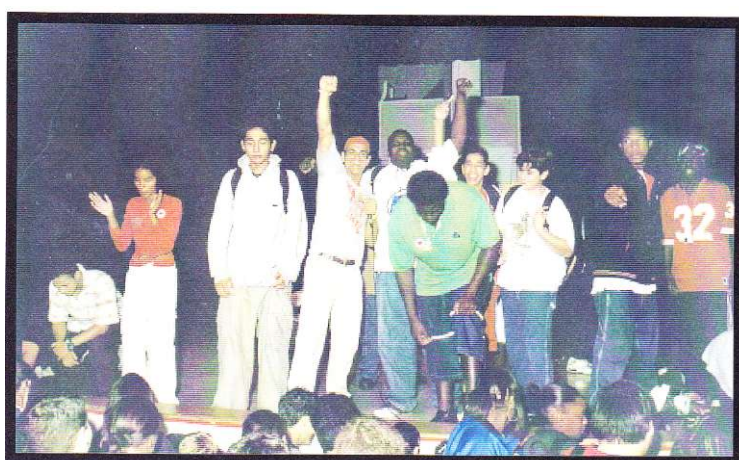
## MIAMI BEACH SENIOR HIGH SCHOOL



MIAMI BEACH SENIOR HIGH SCHOOL  
OPENS IIP SEMINAR.



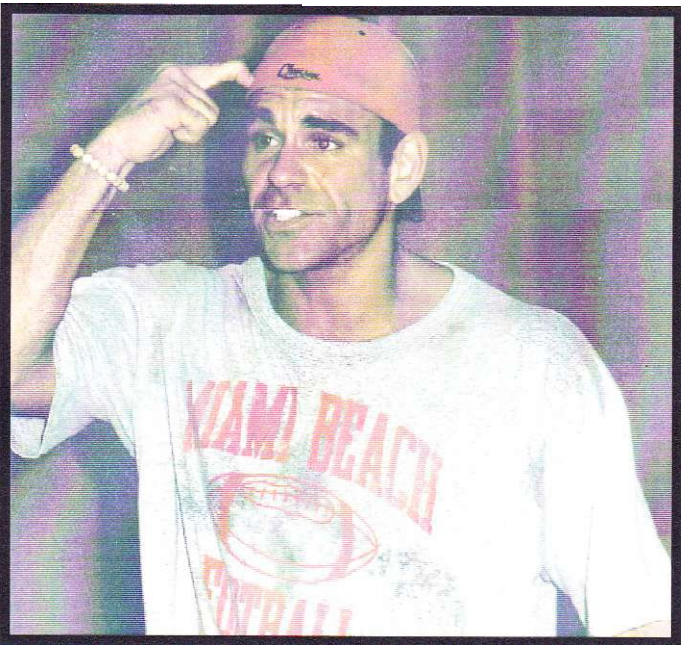
"Dual <к Hi": ...> tint! MI 11  
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SEMINAR FREEJAM FINALE ATTENDEES FREE DANCE ON STAGE  
AND SIGN I MATTER COMMITMENT BANNER.



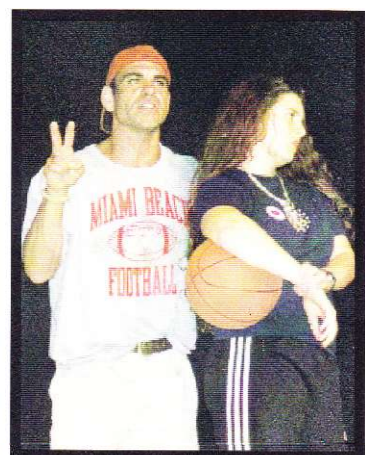
"FIGHT DOUBT" DANCE DRUM CELEBRATION.



SCOTT SCHREY'S FREEZONE INTRODUCTION, "SELF-RESPECT"  
STARTS WITH YOUR THOUGHTS. FREEZONE LAW OF CAUSE AND  
EFFECT: "HOW YOU THINK IS HOW YOU FEEL".  
I MATTER, YOU MATTER, EVERYONE MATTERS.



LORI GLUCK INTRODUCING FREEZONE MENTAL  
REDESIGN "CHANGE THE WAY YOU THINK ABOUT  
YOURSELF" YOU MATTER!



"FIRST STRING, SECOND STRING" SKIT  
SECOND STRING DOESN'T MEAN YOU'RE NO GOOD.  
BASKETBALL HAS NOTHING TO DO WITH SELF-WORTH.

**FREEZONE NOW... YOU MATTER!**

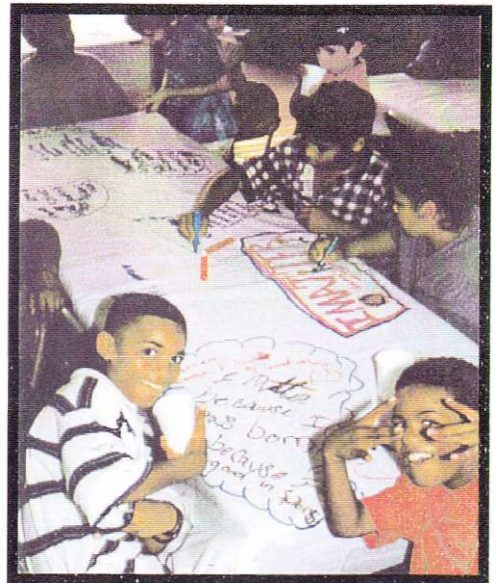




# THE FREEZONE YOUTH SELF-RESPECT PROJECT'S NATIONAL TOUR BOSTON, MASSACHUSETTS



FREEZONE YOUTHFUL RUNNERS



WALNUT STREET CHURCH  
ELEMENTARY SCHOOL



CAMP MASSASOIT MIDDLE SCHOOL



BOYS AND GIRLS CLUB DAY CAMP



PROJECT SOS BROCKTON HIGH SCHOOL



WEST BRIDGEWATER DAY CAMP

FREEZONE NOW » . YOU MATTERS

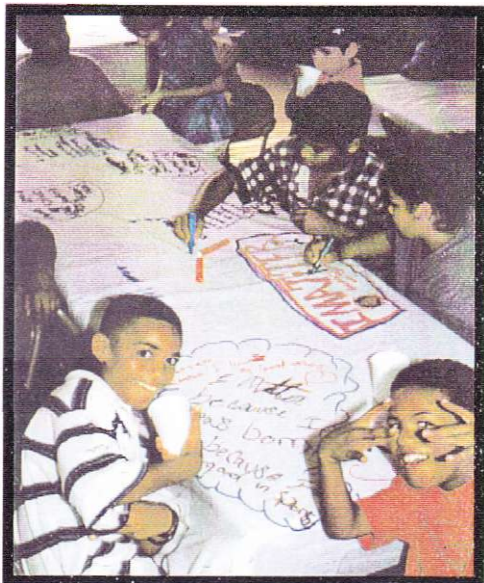




# THE FREEZONE YOUTH SELF-RESPECT PROJECT'S NATIONAL TOUR BOSTON, MASSACHUSETTS



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PROJECT SOS BROCKTON HIGH SCHOOL



WEST BRIDGEWATER DAY CAMP

FREEZONE NOW». YOU MATTER!



# Teen program promotes holistic living

BY CORINNA MULLIN  
For The Herald

After two years of fastidiously thinking, rethinking, planning, organizing and writing, Miami Beach resident Scott Schrey is finally able to enjoy the fruits of his labor.

It is not money that this native Floridian is being rewarded with, but rather seeing confidence and self-respect in the teenagers he has worked with.

Schrey is the founder of "The Freezone Program," a holistic self-help curriculum for kids, which aids them in the development of their emotional, physical and mental well-being. Its themes are simple: Treat yourself and others with respect and learn how to deal positively with your emotions.

Freezone has been launched successfully at Miami Beach High, and is under consideration for implementation at other schools.

The ease in which Schrey addresses his young audience and the fluidity in which he speaks about the importance of respect, responsibility and self-assuredness might make it appear as if he has been a youth counselor and community organizer all his life. But Schrey speaks from his own reality: overcoming self-doubt, insecurity and fear.

Schrey said he went from a shaky adolescent, which included unhealthy and destructive behavior, to a seemingly stable adulthood, where his true passions, writing and working with kids, were neglected.

"I definitely grew up living in the fear zone, living like I didn't matter," said Schrey, whose relationship with his stepmother was strained.

Describing the root of his feelings of worthlessness to participants in his workshops, Schrey often quotes a line from an Alanis Morissette song that says, "we needed something to believe in, so we did."

"When people don't understand the reasons for another person's actions, they create their own explanation and believe it because that is all they have," said Schrey.

Schrey said he spent nine years selling computer chips, following in his father's foot-

## GET TO KNOW

### Scott Schrey

**I Personal:** Single and 31, Schrey lives in Miami Beach.

**> What He Does:** Schrey is the force behind "The Freezone Program," a program that helps teens in their emotional, physical and mental well being.

**» Quote:** "Kids need to be reminded of how important each and everyone of them are. Just being human makes them special."

steps. Although he was financially successful, he knew there was something important missing from his life.

His earlier intentions were to create a program for WAMI, the Miami Beach broadcasting station, in which he would interview various successful individuals about their success. He also wanted to develop an unstructured dance and aerobic program for the South Beach gym Crunch.

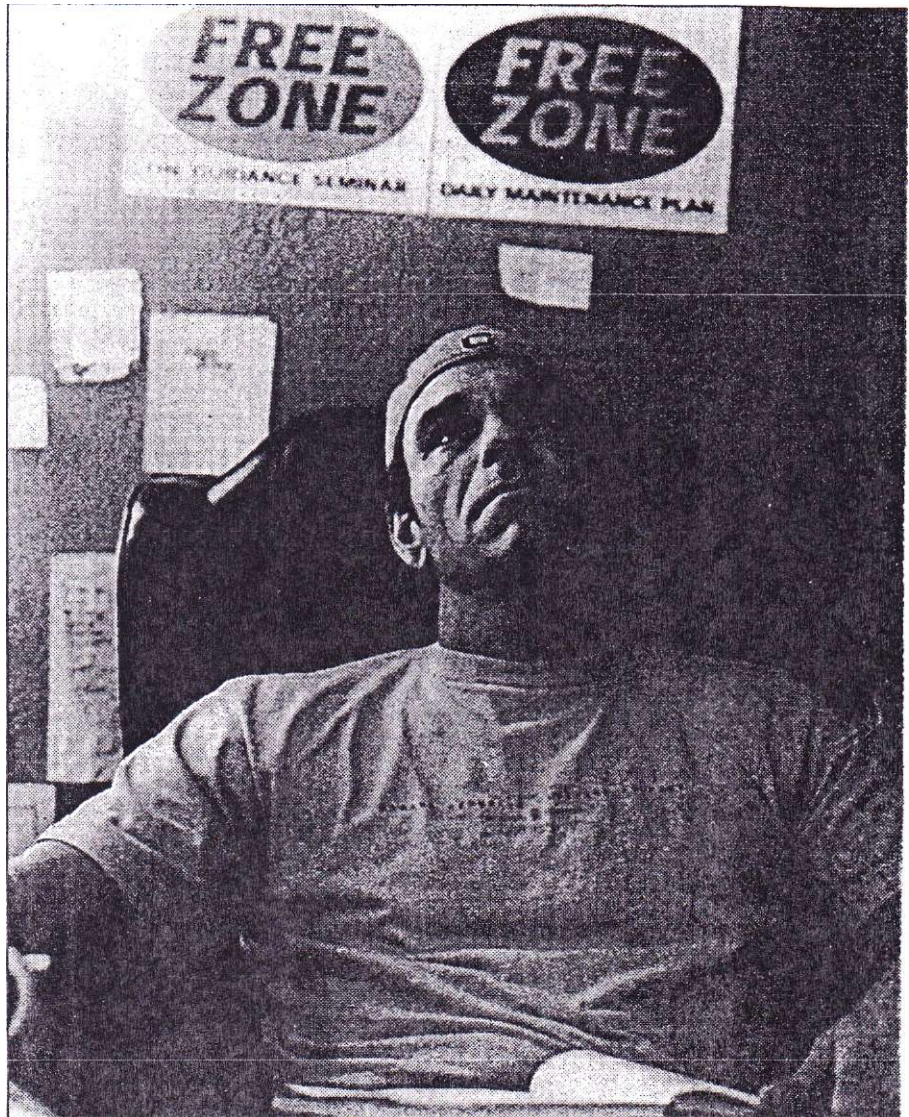
"It was after I made a proposal to Crunch for a new exercise program that I realized I wanted to promote a program that was more comprehensive program designed to help people deal with life on life's terms," said Schrey.

He first explained the Freezone program to youngsters last summer during Career Day at Doolin Middle School in Miami, where he had been invited to talk about his career as a writer.

Throughout his discussion, Schrey found himself focusing more on the principles of Freezone thinking than espousing the importance of a career. "The two [Freezone thinking and career choice] are so interconnected," said Schrey. "If you believe you matter, then the career you choose has to reflect that."

Soon, Schrey was invited to Troy Academy, a Miami-based school for at-risk youth, to develop a summer Freezone program. It was there, that Schrey's youth development program was born.

"The program started taking off without me being sure of the direction in which it was going," he said. "It hit me one day, as I watching television at



**FINDING FOCUS:** Scott Schrey wants to help teens escape what he calls the fear zone.

the school that was airing live coverage of the Atlanta school shootings, that there was a need for a wellness program among youth."

In August, Schrey was invited by the National Night Out Against Violence program to hold a series of workshops at public summer school programs throughout Boston.

Upon his return to Miami, Schrey devised a program geared toward ninth-graders. After finishing the conceptual groundwork, he proposed the project to AYUDA, a nonprofit community and family development organization, aimed at ninth-grade students through-

out Miami

AYUDA enthusiastically took Schrey on board. With its help, the logistics involved in incorporating Freezone into Miami Beach High's ninth-grade curriculum were solidified.

"As soon as we met with Scott, we knew this program would be perfect for Miami students," said Lisa Egozi, director of operations for AYUDA. "Freezone is great for ninth-graders who are just entering high school, and are probably full of fears and insecurities about their new environment"

Schrey's future plans include incorporating the Freezone

program into all of Miami high schools, and, eventually getting the self-respect curriculum into schools nationwide

"My goal is to see as many kids helped by this affirming confidence building thinking possible," said Schrey. "could solve so many of the problems in this country if only took the time to teach kids how important each a every one of them really is."

**» FREEZONE PROGRAM HELPS TEENS, 30**



# Free Your Mind

After nine years as a successful computer-chip salesman, Scott Schrey had what he describes as his *moment of truth*. In his mind, he had to choose between his health and his career. He decided to write a book about his experience. In the book, he describes the problems of teenagers and how to solve them. The *Free/one* Program is a self help curriculum that helps teenagers achieve mental, physical and emotional well-being through a daily

maintenance plan, exercise and affirmations. The goal: To learn to live and make decisions "like you matter," says Schrey, who already has accumulated more than \$30,000 in credit-card debt to support the program. It is a sound holistic — and even a hit — but the program already has been incorporated into Miami Beach High's ninth grade curriculum. Schrey intends to get *Free/one* implemented in schools across the country. He also like to air a one-hour version of his seminar on national television, and is now in talks with producers of the *The Oprah*

Freezone founder Scott Schrey (in red) with Miami Beach High students.



*Winfrey Show* and *The Rosie O'Donnell Show*. "My purpose is to teach kids that we are born with freedom — self-doubt is something we learn," says Schrey. "If we can get them before they establish a [negative] mindset, then we don't have to go back and retrain them as adults."

# EDUCATION

i-5-oc}/6:45am

EDUCATION  
TRAINING  
CONDITIONING  
PRODUCES...  
MATURITY

READING  
WRITING  
ARITHMETIC  
HISTORY  
SCIENCE  
IS ALL GOOD  
BUT... NOT GOOD ENOUGH

IT WILL NOT LEAD YOU  
TO HEALTHY RELATIONSHIPS  
WITH YOURSELF  
WITH OTHERS  
OR WITH ~~WIFE~~

WHAT WILL IS...  
SELF-RESPECT  
SELF-ESTEEM  
SELF-WORTH

AN EDUCATION ON...  
HEALTHY THOUGHTS  
HEALTHY DECISIONS AND  
HEALTHY ACTIONS  
WILL COMPLETE AN EDUCATION FOR A MANAGEABLE LIFE

GIVE SOMEONE A NEW THOUGHT..."YOU MATTER"  
THAT WILL LAST A LIFE TIME  
THAT WILL HELP THEM INTO PRODUCTIVE HEALTHY LIVING  
THAT IS THE MISSING PIECE  
OF THE EDUCATIONAL PUZZLE

FRACTIONS  
I WILL NEVER DO AGAIN  
MAKING PERSONAL DECISIONS  
I WILL DO EVERY DAY OF MY LIFE  
EVERY DAY I WILL THINK ABOUT  
ME, YOU,  
AND HOW LIFE WORKS

IF WE DON'T EDUCATED ON HEALTHY THOUGHTS  
THEY DON'T HAVE A CHANCE  
LET'S GIVE THEM A CHANCE

LET'S FULLY PREPARED SOMEONE FOR A HEALTHY FUTURE  
LET'S NOT MISS THE BOAT WITH OUR INTENT  
LET'S COVER ALL AREAS OF  
AN...EDUCATION

Scott Schrey/freezoneworld.com

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**,ZONE,**

**FREEZONE WELLNESS PROGRAM**  
1440 Euclid Avenue, Suite #1  
Miami Beach, FL 33139

# ZONE

## PROGRAM'S FREE FLOW OVERVIEW:

### WHEN YOU LIVE IN THE FREEZONE...

"You have personal freedom"  
Life is the best it can be.  
Because without a doubt,  
Without any conditions,  
Without anyone telling you,  
Regardless of what you thought in the past...  
You know you matter.  
You know you count,  
You know you mean something,  
Simply because you were born...A Birthright  
You matter, therefore you know everyone matters  
WHEN YOU MATTER TO YOURSELF...  
You want to live like you matter,  
You have a natural motivation to learn and apply helpful suggestions  
You want to do the right things  
You work for your life, not against it  
You are secure in your own talents and the talents of others  
You add to people's life not take away from it

SO...  
YOU THINK THE RIGHT THOUGHTS:  
Freezone thoughts  
Accurate thoughts.  
Honest thoughts,  
Thoughts that don't steal your self- worth,  
Thoughts that protect you from worry, doubt, and insecurity,  
Thoughts that support understanding and compassion for others.

AND...  
YOU MAKE THE RIGHT DECISIONS:

Freezone decisions,  
I matter decisions,  
My life matters decisions,  
Everyone matters decisions.  
Decisions that support...  
Self-Respect & Self-Esteem,  
Consideration for yourself,  
Consideration for others,

ALSO...  
YOU DO THE RIGHT THINGS:  
Freezone actions,  
Actions that don't create chaos and unmanageability in your life,  
Actions that enhance your life and the life of others,  
YOU MATTER AND YOU PROVE IT BY...  
Wanting and striving for The best possible life you can have.  
AND YOU...

Support everyone having the best possible life they can have.  
**"FREEZONE THE HUMAN KINDNESS MOVEMENT"**

## THE POETIC REASONS:

### CHILDHOOD

4-26-99/8:40 am

MY CHILDHOOD  
YOUR CHILDHOOD  
EVERYONE'S CHILDHOOD

BEING A CHILD  
IS LIKE BEING A DRY SPONGE  
YOU SOAK EVERYTHING UP  
THE GOOD, THE BAD  
THE TRUTH, THE LIES

YOUNG MINDS  
ARE IMMATURE MINDS  
IMMATURE MINDS  
LIKE A BLANK COMPUTER CHIP  
ARE WAITING TO BE PROGRAMMED  
CHILDHOOD IS THE PROGRAMMING CENTER

THE ENVIRONMENT-HOW WE LIVED  
THE PEOPLE-WHO WE LIVED WITH  
THE EXPERIENCES-WHAT WE WENT THROUGH  
WERE THE PROGRAMMERS

AS CHILDREN WE WERE PROGRAMMED  
WE NEEDED SOMETHING TO BELIEVE  
SO WE DID  
THERE WAS NO CHOICE  
LIKE AN INNOCENT BYSTANDER  
IN SOME WAY OR ANOTHER, WE TOOK A HARD HIT

IT MIGHT HAVE BEEN SOMEONE ELSE'S ACTIONS  
OR IT MAY HAVE JUST BEEN-OUR YOUNG, IMMATURE PERCEPTION  
BUT WE DOWNLOADED INACCURATE INFORMATION  
WE TOOK EVERYTHING PERSONAL  
WHAT A CHILD WILL BELIEVE, YOU NEVER LOVED ME

EVERY WORD WE HEARD  
EVERY TONE WE FELT  
EVERY ACTION WE SAW  
PROGRAMMED A BELIEF IN OUR MIND  
THAT GAVE BIRTH TO FEELINGS WE HAD  
WHAT WE THOUGHT AND FELT  
WAS WHO AND WHAT WE BECAME

ONCE THE PROGRAM WAS ENTERED  
WE LIVED WITH IT  
NOT KNOWING ANY BETTER  
WE WERE KIDS THATS TO BE EXPECTED

NOW IS THE TIME TO SECURE A CHILD  
WITH THE EDUCATION TO HAVE  
SELF-RESPECT AND SELF-WORTH  
TO MAKE SURE THE CHILD'S THOUGHTS AND VIEWPOINTS ARE  
HELPFUL NOT HARMFUL  
TO PROVIDE GUIDANCE ON  
HEALTHY THOUGHTS  
HEALTHY DECISIONS  
AND HEALTHY ACTIONS  
FOR A CHILD'S TRANSITION INTO BEING  
A MATUR PRODUCTIVE ADULT



# YOUTH GUIDENCE SEMINAR

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INBOX: YOUTH SEMINAR-WORKSHOP Outline (1 of 2295) fis

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Date: Sun, 06 Nov 2005 23:10:30-0500  
From: Ghary Bowlin <gharyb@mac.com> #  
To: paulpoint@aol.com Ш  
Cc: scottl @cleverpromotionsnyc.com #  
Subject: YOUTH SEMINAR-WORKSHOP Outline

The FREEZONE YOUTH SEMINAR-WORKSHOP Outline

Frequency: to be determined by need.  
Duration: 2-3 hours with extensions and breaks determined by group vote.  
Format: Interactive

The workshop is an interactive, multimedia, ground breaking event. Coined the biggest self-help chat in the world. It breaks all the rules, because there are no rules!

The workshop?s motto is everyone matters. With this concept as it?s foundation, the workshop?s first intent is to set a very comfortable environment. Attendees are urged to dress in sweat suits, socks and sneakers to alleviate any grooming pressure. The set design for the seminars stage is modeled after a traditional country home, solidifying a visually pleasing comfort.

The Freezone Youth Seminar-Workshop was written and designed with the intent to plant seeds that sprout personal freedom. The seminar delivers a very simple yet very profound message sowing the seeds of change. Wanting to matter, as we all do is the key to this extremely clear-cut game plan. Wanting to matter is human nature and a birthright. With this desire in mind, the workshop profoundly points out the difference between wanting to matter and acting like you matter. Simply put, if you want to matter and believe you deserve to matter you will think and act that way. You will talk the talk as well as walk the walk: i.e. prove you matter by how you think and act. This is where the workshop takes off and creatively guides attendees with Freezone suggestions and Freezone assignments that motivate thoughts, decisions, and actions that directly support living like you matter. The difference between wanting to matter and living like you matter is in ?action?. Taking action both mentally and physically is the amazing difference. It is with this awareness that each attendee begins on the path towards the personal responsibility needed to enter and maintain life in the Freezone.

Since everyone matters and each attendee connects in different ways, the seminar will use a variety of familiar, easy to understand methods to plant its powerful seeds. The methods incorporated are: words, phrases, quotes from sports and entertainment personalities, popular music and lyric reading, freezone healthy living recipes, sports analogies, live skits, and interactive props.

The workshop sets the stage for attendees to prove to themselves that THEY MATTER. By practicing and applying the workshops suggestions and assignments, attendees reeducate, recondition, reprogram and retrain their thinking. Guaranteeing a new way of life, never before thought possible, living in the FREEZONE.

# PROGRAM ENDORSEMENT

# **The Brown Schools™**

## **TROY COMMUNITY ACADEMY**

**. (A BROWN SCHOOLS FOUNDATION PROGRAM)**

**"I don't believe a child is lost as long as one person in the world has faith in him."**

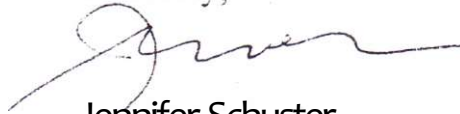
**-BERT P. BROWN, FOUNDER, THE BROWN SCHOOLS**

To Whom It May Concern,

I had the pleasure of observing a transformation at my school this summer session. TROY Community Academy, TROY Community Academy is a school/Program for youth who have failed or at risk of failing in the traditional school setting and are also involved in the juvenile justice system. Students at the school run the TEEN COUSINE restaurant located within the Miami-Dade County Juvenile Justice Center, attend school and an after-school program on weekdays. Youth also participate in special weekend activities, community service projects and field trips. The school was started by Judge Thomas K. Petersen in 1993 based on a modified normative peer culture model in which youth develop empathy and a positive work ethic while receiving remedial and vocational education as well as work experience. This approach has proven to be very successful with repeat juvenile offender, therefore contributing to the overall public safety of this community. We still have had our share of problems with our students. These young people need to be reminded that they are important, and they count.

I brought the FREEZONE YOUTH - YOU MATTER- SELF RESPECT into our school this past summer. Through the efforts of the Freezone coach, faculty and staff and students our school provided an experience that enriched all of our lives. Teachers, students faculty and staff became one and bonded under the simple principle that everyone matters. The examples of heart-warming stories are endless. Most important, we had no fights during the summer session. Students and teachers bonded in such a heart-warming way that the learning experience became more fruitful and positive. Students communicated, became aware of their own self worth, and became to believe that they are important, and deserve to be counted. We would like to see this program expanded. It could change the face of our educational future in this country. Thank you for your time and consideration.

Sincerely,



Jennifer Schuster  
Principal



14680 Harrison Street  
Miami, Florida 33176  
August 16, 1999

To Whom It May Concern:

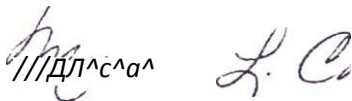
As a veteran teacher of English for 20 years, I can truly say I have had a unique experience at Troy Community Academy this summer. Although this was my second opportunity to work with the students at Troy, this summer school session was much more challenging than my first. The session began as usual; being a different and new face to many of the students, it was my trial by fire. How could these students be any different from the middle school students I was accustomed to dealing with? Little did they know, I was not going to be easy to get rid of. I could be as much of a pest as any student dared to try with me. One thing that made it easier for everyone this summer was a program called FreeZone.

Again, something new to balk at, FreeZone was a little shaky in getting off the ground with certain students. But before long, knowing that each individual mattered almost became second nature to these students who often feel as though they are invisible to the adults in their world. Of course it was not the latest video craze or rap song on the top ten chart, but it had a significant impact as a whole. There were no physical fights during the entire six weeks that FreeZone was in place. Students had a sense of freedom to talk about whatever was important for at least thirty minutes each day. As teens do, they grumbled about things that were different and could not see the immediate positive outcome of this program, but there was evidence of its effectiveness several times during the six weeks.

It was nice and endearing to have students compliment you as a teacher, and a person every once in a while. It was endearing to be told, "Mrs. Wright, you matter!" It made my time all the more enlightening to be a part of Troy Community Academy again. A bond has been created for me. I intend to make certain parts of this program a part of my classroom environment this fall when I return to my regular school.

Thank you for a wonderful program, FreeZone!

Respectfully yours,

The image shows a handwritten signature in dark ink. The signature is stylized and appears to read 'Marcia L. Carter-Wright'. There are some additional markings below the signature that look like '///ДЛ^с^а^'.

Marcia L. Carter-Wright  
English Teacher

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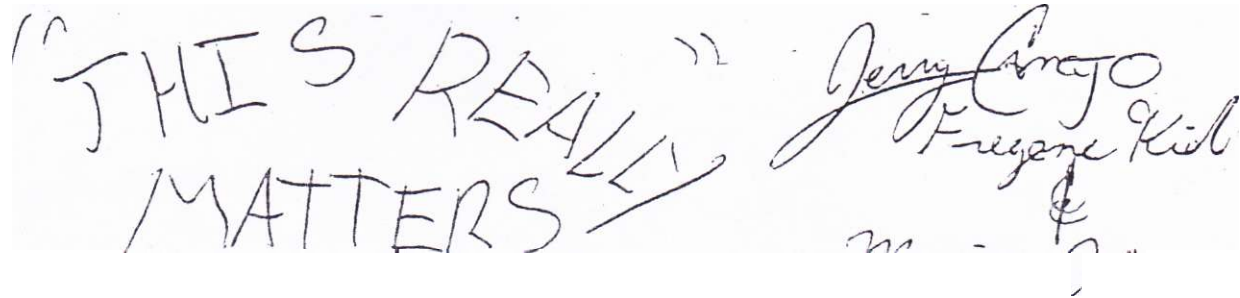
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# CLASSROOM LESSON PLANS



# DESIGN FREEZONE STUDENT COACH FOLDER SELF-ESTEEM DEPOSIT ENVELOPES

Student coaches in training take their folders and decorate with personal versions of FREEZONE LOGO AND WHAT MATTERS TO THEM.

Supplies needed: folders, large envelopes, markers, pens,

FREEZONE Coach class observation notes and suggestions for Next semesters FREEZONE Student Coach Training classes.

Pros:

Cons:

FREEZONE COACH SIGNATURE

date

# SELF-RESPECT PERSONAL BANK ACCOUNT DEPOSIT AND WITHDRAW CLASS

**\* FIRST PHASE: FREEZONE COACH STARTS CLASS BY GIVING EACH STUDENT A SELF-RESPECT DEPOSIT (A COMPLIMENT). AS THE DEPOSIT IS GIVEN THE FREEZONE COACH WRITES IT DOWN ON THE FREEZONE DEPOSIT SLIP AND GIVES IT TO THE STUDENT TO DEPOSIT INTO THEIR DECORATED DEPOSIT ENVELOPS.**

**\*SECOND PHASE: STUDENTS GIVE THEMSELVES AND ONE OTHER STUDENT A SELF-RESPECT DEPOSIT SLIPS (A COMPLIMENT).**

**\*\*REMIND STUDENT THAT THROUGHOUT THE WEEK THEY CAN GIVE THEMSELVES DEPOSITS AT THE BEGINNING OF EACH DAYS CLASS WHEN THEY SHARE HOW THEY PROVED TO THEMSELVES THAT THEY MATTERED AND CAN ALSO GIVE OTHER STUDENT DEPOSITS EACH DAY TOO.**

**(THE FREEZONE ASSIGNMENT FOR THIS CLASS IS IF YOU HAVE SOMETHING NICE TO SAY...SAY IT!)**

**\*\*\*COACHES, ALSO REMIND THE STUDENT ANYTIME THEY ARE THINKING AND FEELING LOW THEY ARE TO GO TO THEIR SELF-RESPECT ENVELOPES AND MAKE A WITHDRAW TO REMEMBER THE COMPLIMENTS THAT THEY HAVE BEEN GIVEN TO GET BACK INTO THE FREEZONE.**

# FREEZONE DICTIONARY CLASS

## WORDS OF THE DAY:

(FREEZONE COACH PLEASE WRITE ON CHALK BOARD ONE WORD AND DEFINITION AT A TIME IN THE BELOW ORDER, ASK QUESTIONS TO STUDENT COACHES AFTER EACH WORD AND DEFINITION FOR OPEN DISCUSSIONS.)

MATTER, BIRTHRIGHT, RIGHT, POSSESSION,  
ENTITLED, BIRTH

MATTER- TO BE OF IMPORTANCE, TO COUNT,  
TO MEAN SOMETHING, TO BE MEANINGFUL

BIRTHRIGHT- A RIGHT, OR A POSSESSION TO WHICH  
A PERSON IS ENTITLED BY BIRTH.

RIGHT- THAT WHICH IS CORRECT

POSSESSION- TO HAVE AND/OR OWN

ENTITLED- A STATE OR CONDITION GIVEN AND DESERVED.

BIRTH- THE ACT OF COMING INTO LIFE.

AFFIRMATION- A POSITIVE CLAIM AND/OR STATEMENT

Supplies needed: FREEZONE Folders, pens & paper.

# FREEZONE

## SECRET ASK-IT BASKET CLASS

FREEZONE COACH PASSES OUT QUESTION FORMS TO STUDENT COACH TRAINEES AND THEN PASSES AROUND BASKET TO COLLECT QUESTIONS. ONE BY ONE EACH QUESTION IS ANSWERED TO ENTIRE CLASS. TO INSURE NO RIDICULE FROM STUDENT THIS IS NOT AN OPEN DISCUSSION.

\*\*\*REMEMBER THESE QUESTIONS ARE ANONYMOUS AND THERE ARE NO RIGHT OR WRONG QUESTIONS.

PLEASE STRESS THIS TO THE CLASS.

SUPPLIES NEEDED FREEZONE BLANK QUESTIONNAIRES, FREEZONE ASK-IT BASKET AND PENS.



# LESSON 13

## FREEZONE CRAFTS DAY

STUDENTS CREATE BEDROOM/HOME POSTERS

**MATERIALS NEEDED:** CONSTRUCTION PAPER, GLUE STICKS, VARIETY OF STICKERS, FREEZONE CREDO'S PRINTED AND CUT OUT, MARKING PEN'S, CRAYONS AND COLORED PENCILS. FREEZONE LOGOS AND MOTTOES.

**5 MINUTES:** STUDENTS RECTTE WITH TEACHER THE FREEZONE CREDO'S. LOUD AND CLEAR AND WITHOUT EDITORIALIZING. AS SOON AS THE CREDOS ARE RECITED WITH VIGOR AND ENTHUSIASM. MOVE ONTO NEXT SECTION'

**8 MINUTES:** WHAT YOU DID TODAY TO PROVE THAT YOU MATTER TO YOURSELF. EACH STUDENT TELLS CLASS ONE THING THEY DID THAT THEY DID THAT DAY TO PROVE THEY MATTER TO THEMSELVES.

**12 MINUTES:** STUDENTS PICK OUT MATERIALS THEY WILL USE TO CREATE THEIR POSTER. THEY THEN BEGIN TO WORK.

WHAT IS NOT FINISHED IS TO BE COMPLETED THE NEXT DAY.

**PROS:**

Lesson Plan! MISTAKES  
TALK ABOUT HOW MISTAKES ARE GOOD  
CAUSE YOU LEARN FROM THEM - AND  
GAIN WISDOM TO APPLY TO BE WISER - are

2

# **FREEZONE POSTER DAY**

**STUDENTS CREATE POSTERS RELATING TO THE FREEZONE  
CREDOS and FREEZONE STATEMENTS.**

**MATERIALS NEEDED: CONSTRUCTION PAPER, GLUE STICKS,  
VARIETY OF STICKERS, FREEZONE CREDO'S PRINTED AND CUT  
OUT, MARKING PEN'S, CRAYONS AND COLORED PENCILS.**

LESSON PLAN!  
THANKS  
TO DO

LESSON 14

MATERIALS NEEDED: Same as lesson 5.  
Students recite credos as before.  
Students tell class what they did to prove that they matter for that day.

Students finish posters.  
POSTERS ARE FOR STUDENT TO TAKE HOME AND HANG ON  
BEDROOM WALLS.

Pros:

Cons:

MAKE A List  
of people to  
thank... talk  
to them.

frbo^V  
Re

wW -Цc o^ T^  
, {W  
... thank  
them.

FREEZONE COACH SIGNATURE

KjP xt DAY f V > s NV'H Д  
the thank

pШъb 3чГ

# DICTIONARY WORD GAME DAY

WORD THAT WERE USED ON DICTIONARY DAY ARE USED IN  
HANG MAN AND WORD SCRAMBLE STYLE GAME ON BLACK BOARD  
THIS IS DONE FOR PRACTICE.



-2-2-00

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Comes -\o тц is s^ted"  
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**Жеотб,**

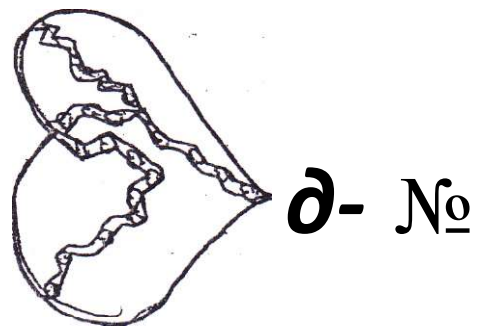
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у с и с х l & f . " T h a i / i W . f e r ' - f a k l ^ и ъ - f c > - f l ^ L

**Ъ^ркл ого.**

**К**

because you ma  
sorry Audrey

JF





. . . rtv Gloria  
X OOfT XW ^ r ^ r MG THE' ("QRfKIXNb. Vou IIIAT  
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/VMO^oH^TTfcft TOo DoOe.

Уоо ИАТГбЯ  
X КТО f- /  
Ешгувооу ИАтте^Ч

7.15

Letter

I have been good from the day I got here  
to this school. I never missed a day of school  
and this is the kind of respect you give me.  
I think that you should not be so rude  
and I don't appreciate why you talked  
me. Mrs. Gloria I trust you  
here and do what I go to  
school. Also

4

/7

me cause you  
school board  
do anything ^ ^ ^  
or a success

C i M j t

Ajl<sup>jjj» /</sup> W K Ы<sup>ЖА</sup>ЛЧЛ

I told you that I can never hate you for  
any like this.

Sincerely

***X Love rhcf Se-//?***

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***г/c/T% &rff)***  
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YOU  
MATTER  
CUZ  
YOU  
MATTER

41

## MATTER

Because when you have good  
manners people will have  
manners for you and also respect.  
Respect is one of the mind  
manners  
how

Good  
respect  
teach me manners  
6 years old.

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"To:  
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c^fcvor^ Aski idvoCAJ- QxtXr^}  
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arbit as well. To repeat

"Tv^ex^S fILQC^5 AЛx-j ar\d cjO. tk i i ^ a ^ u i f j c j

TEACHING  
YOUTH  
TO LIVE LIKE  
THEY MATTER!!



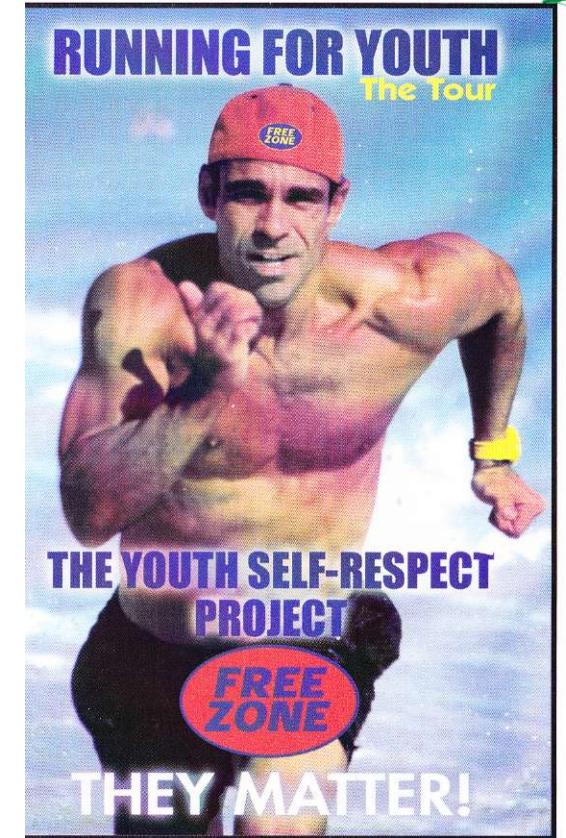
THIS  
REALLY  
MATTERS!



VISIT:  
[freezoneworldxom](http://freezoneworldxom)



Printing Provided by



THE WELLNESS PROGRAM

## THE CONCEPT:

### GUIDING YOUTH TO LIVE IN THE FREEZONE

Developing self-respect is everything to a child's future. The purpose of the FREEZONE Youth Self-Respect Project is to provide today's youth with a simple yet profound positive view point on themselves, others, and life. This is not always taught at home, and is becoming more the duty of our schools and youth environments to insure that all children at any age know "THEY MATTER". The project visits schools and youth establishments to instill empowerment values to our future generation.

The Youth Self-Respect Project is committed to guiding youth "To Live Like They Matter". A fun, multi media education and training on healthy thoughts, decisions, and actions for every day life scenarios.

## COMMUNICATION:

- Multimedia Guidance Seminars
- Pep Rallies
- Workshops
- Customized Classroom Programs
  - ~ CSI
  - ~ ESC
- Internet Activities



THE WELLNESS PROGRAM

Page 165 of 440

## TEAM FREEZONE CERTIFICATION:



- FZ Coach Training
  - Administration/Staff
- FZ Youth Coach Training
  - 30 Day Lesson Plan Program
- Leadership Awards:
  - FZ Coach
  - FZ Youth Coach

## TRACKING:

- Pre & Post Self-Respect Testing
- Monthly Self-Respect Maintenance Quizzes
- Question/Answer Email Program
- FZ Coach Conference Call Sessions

## EFFECT:

- Personal Freedom From Fear, Doubt and Insecurity
- Thinking and Feeling and Acting Like They Matter
- Accepting Diversity and Change
- Gaining Hope and Direction for Their Future
- Consideration for Themselves and Others
- Learning Forgiveness

## CONFLICT RESOLUTION:

- Youth To Youth
- Staff To Youth
- Staff To Staff
- Youth To Family Unit

## THE CREED:

WE ARE ALL BORN OF THE SAME KIND,  
THE HUMAN KIND.  
NO ONE IS BORN BETTER THAN ANYONE ELSE.  
REGARDLESS OF OUR RACE, RELIGION,  
ECONOMICAL STATUS OR  
SEXUAL ORIENTATION.  
WE ARE STILL THE SAME, JUST PEOPLE.

THE TRUTH IS WE ARE BORN FREE, GENUINE, PURE, LOVING  
AND UNTAINTED.  
WE ARE HUMAN BEINGS WITH HUMBLE NEEDS AND  
WORTHWHILE DESIRES.  
WE ALL MATTER

IN LIFE, DON'T COMPETE, THERE IS ROOM FOR EVERYONE.  
TO SUCCEED IN THEIR OWN TIME, AT THEIR OWN PACE.  
CELEBRATE ALL SUCCESS AND BE SUPPORTIVE.  
GIVE OF WHAT YOU CAN,  
BUT NOT OF WHAT YOU CANT.  
IT'S OK TO SAY NO.  
EVERYONE MATTERS, BUT YOU MATTER FIRST.

FIGHT DOUBT  
MAKE PEACE WITH ANY OUTCOME,  
AND YOU ARE FREE TO TAKE RISKS.  
DO THE NEXT RIGHT THING.  
AND THE RIGHT THINGS WILL HAPPEN.  
WHAT PEOPLE ARE THINKING IS NOT YOUR BUSINESS.  
DON'T STRESS...  
IT'S NOT ABOUT YOU, IT'S ABOUT THEM.

THINK THIS AND YOU WILL HAVE FREEDOM.  
PRACTICE THIS AND YOU WILL LIVE IN  
**THE FREEZONE.**

... Scott Schrey Program Director

## CONTACT:

**FREEZONE WELLNESS PROGRAM**  
1440 Euclid Avenue, Suite #1  
Miami Beach, FL 33139

Tel: 305-532-0028

Fax: 305-534-8630

email: [Freezone1@aol.com](mailto:Freezone1@aol.com)

Website: [freezoneworld.com](http://freezoneworld.com)



# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING A POTENTIAL PARK SHARE PILOT IN MIAMI BEACH**

---

### **HISTORY:**

At the February 14, 2018 Commission meeting, item was dually referred to the Transportation, Parking and Bicycle Pedestrian Facilities Committee and the Neighborhood/Community Affairs Committee.

### **ANALYSIS:**

Park sharing is a private parking space rental concept currently in use by cities across the US to alleviate parking concerns in their cities. This concept may be well received by residents and tourists of Miami Beach alike.

Transportation, Parking, Bicycle-Pedestrian Facilities Committee - Recommendations:

On April 9<sup>th</sup>, the Transportation, Parking & Bicycle-Pedestrian Facilities Committee (TPBPFC) met and unanimously passed the following motion regarding Park Share:

The TPBPFC endorses the Park Share concept for commercial businesses only. Furthermore, the TPBPFC strongly recommends the following:

- City should not endorse nor utilize services of any park sharing operations in any city garage or surface lots
- City should pass legislation forbidding the use of Park Share type operations at single family homes

### **CONCLUSION:**

The Administration is seeking guidance regarding the Park Share concept.

### **ATTACHMENTS:**

Description	Type
<input type="checkbox"/> After Action (Feb 14, 2018)	Other
<input type="checkbox"/> Commission Memo	Memo
<input type="checkbox"/> TPBPFC Park Share Motion	Resolution

**11:20:56 a.m.**

**C4 AG REFERRAL TO THE TRANSPORTATION, PARKING, BICYCLE-PEDESTRIAN FACILITIES COMMITTEE ~~THE~~ AND THE NEIGHBORHOOD/COMMUNITY AFFAIRS COMMITTEE TO DISCUSS A POTENTIAL PARK SHARE PILOT IN MIAMI BEACH.**

Vice-Mayor John Elizabeth Alemán

**ACTION:** Item dually referred. Item separated by Commissioner Rosen Gonzalez. Motion made by Commissioner Rosen Gonzalez; seconded by Vice-Mayor Alemán. Voice vote: 7-0. **Saul Frances and Kathie G. Brooks to place on the Committee Agendas. Saul Frances to handle.**

**REFERRALS:**

Transportation, Parking, Bicycle-Pedestrian Facilities Committee  
Neighborhood/Community Affairs Committee

**AMENDMENT:**

Dually refer the item to the Transportation, Parking, Bicycle-Pedestrian Facilities Committee and to the Neighborhood/Community Affairs Committee.

Commissioner Rosen Gonzalez asked to refer the item to the Neighborhood/Community Affairs Committee. This item is regarding another pilot program, which is a parking-share program.

Mayor Gelber stated that the item is currently only being requested to be referred to the Transportation, Parking, Bicycle-Pedestrian Facilities Committee, and Commissioner Rosen Gonzalez is asking for it to be dually referred to both the Transportation, Parking, Bicycle-Pedestrian Facilities Committee, and the Neighborhood/Community Affairs Committee.

Vice-Mayor Alemán stated that the item refers to five vendors, not just one. The list of vendors is on page 449 of the Agenda book. She expressed her dilemma with dual referrals because each committee does not have the benefit of the discussion and conclusion reached by the other committee. She does not have an issue with the item going to the Neighborhood/Community Affairs Committee, but she asks that it go to the Transportation, Parking, Bicycle-Pedestrian Facilities Committee first. The item itself refers to a park-share program in which private parking spots can be rented out and located using mobile applications.

Discussion held.

Commissioner Rosen Gonzalez reminded Vice-Mayor Alemán that in the past, the City Commission had approved several dual referrals to the Planning Board and Land Use and Development Committee, and yet the Vice-Mayor did not state any opposition. She will, however, accept Vice-Mayor Alemán's proposal to have the item referred to the Transportation, Parking, Bicycle-Pedestrian Facilities Committee first and then to the Neighborhood/Community Affairs Committee. She still believes this is circumventing the regular procedure. She asked the Vice-Mayor why she does not want Commissioner Góngora or herself to hear the item.

Discussion continued.

Mayor Gelber asked the City Commission to address conversations to the Chair.

# MIAMI BEACH

## COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission  
FROM: Vice-Mayor John Elizabeth Aleman  
DATE: February 14, 2018

SUBJECT: REFERRAL TO THE TRANSPORTATION, PARKING, BICYCLE-PEDESTRIAN FACILITIES COMMITTEE TO DISCUSS A POTENTIAL PARK SHARE PILOT IN MIAMI BEACH.

---

### ANALYSIS

Please include in the February 14, 2018 City Commission Agenda, a referral to the Transportation, Parking, Bicycle-Pedestrian Facilities Committee to discuss the possibility of conducting a park share pilot project in Miami Beach.

Park sharing is a private parking space rental concept currently in use by cities across the US to alleviate parking concerns in their cities. This concept may be well-received by residents and tourists of Miami Beach alike, and I would therefore like feedback from the TPBP Committee to gauge interest.

Potential shared parking providers have various platforms and services that should be considered. Below is a list of competitors that could serve our area:

- Rover Parking (Toronto - <http://roverparking.com/>)
- SPOT (Boston - previously called Park Easier - <http://www.parkeasier.com/>)
- Pavemint (LA - <https://www.pavemint.com/>)
- CurbFlip (unknown - <https://curbflip.com/>)
- Garage (Vancouver - <http://www.garageapp.co/>)

I include two presentations from two potential pilot providers with whom I have met for additional information.

For additional information, please contact my office at ext. 6437.

### Legislative Tracking

Vice-Mayor John Elizabeth Aleman

### ATTACHMENTS:

Description

# MIAMI BEACH

OFFICE OF THE CITY MANAGER

NO. LTC #

**201-2018**

LETTER TO COMMISSION

TO: Mayor Dan Gelber and Members of the City Commission

FROM: Jimmy L. Morales, City Manager

DATE: April 12, 2018

SUBJECT: **TPBPF Committee Motion- Park Share**



The purpose of this Letter to Commission is to provide you with correspondence received from the Transportation, Parking & Bicycle-Pedestrian Facilities Committee.

JLM/KGB/SF 

C: Kathie G. Brooks, Assistant City Manager  
Mark Taxis, Assistant City Manager  
Eric Carpenter, Assistant City Manager  
Susanne Torriente, Assistant City Manager  
Saul Frances, Parking Director  
Monica Beltran, Assistant Parking Director  
Jose Gonzalez, Transportation Director



# *Transportation, Parking & Bicycle-Pedestrian Facilities Committee*

Alfred Feola, Chairman  
Ray Breslin, Vice-Chair

**Members:**

Leif Bertrand  
Marc Edelstein  
Cindy Esquivel  
Anamarie Ferreira de Melo  
William Hahne  
JP Morgan  
Madeleine Romanello  
Deborah Ruggiero  
Richard Streim

TO: Mayor Dan Gelber and Members of the City Commission  
FROM: Transportation, Parking & Bicycle-Pedestrian Facilities Committee

DATE: April 12, 2018

SUBJECT: Motion

*Members Present: Ray Breslin; Alfred Feola; Robert Lansburgh; Cindy Esquivel; Leif Bertrand; Richard Streim; Marc Edelstein; Deborah Ruggiero; and JP Morgan*

*Members Absent: Anamarie Ferreira de Melo; William Hahne and Madeleine Romanello*

Dear Honorable Mayor and City Commission:

On April 9<sup>th</sup>, the Transportation, Parking & Bicycle-Pedestrian Facilities Committee (TPBPFC) met and unanimously passed the below motion regarding Park Share:

The TPBPFC endorses the Park Share concept for commercial businesses only. Furthermore, the TPBPFC strongly recommends the following:

- City should not endorse nor utilize services of any park sharing operations in any city garage or surface lots
- City should pass legislation forbidding the use of Park Share type operations at single family homes

As an advisory Committee, we would greatly appreciate your consideration on these motion.

Sincerely,

Transportation, Parking & Bicycle-Pedestrian Facilities Committee

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING ESTABLISHING A DOG PARK IN THE COLLINS PARK NEIGHBORHOOD, NEAR THE W SOUTH BEACH**

---

### **HISTORY:**

At the March 11, 2018 Commission meeting, a Collins Park resident who spoke during the Dr. Stanley Sutnick Citizen's Forum requested the City create a neighboring dog park. The resident suggested the Central Lawn east of Collins Park, wedged between the Seagull and the W Hotel, as a potential location.

At the April 11, 2018 Commission meeting, a discussion to consider establishing a dog park in the Collins Park Neighborhood, near the W South Beach, was referred to the Neighborhood and Community Affairs Committee ("NCAC").

### **ANALYSIS:**

Presently, seven City parks offer either a large or small off-leash dog area.

The Central Lawn in the Collins Park Neighborhood is maintained by Greenspace and is routinely activated several times a year through the Tourism, Culture, and Economic Development ("TCED") Department for special events, most notably Art Basel.

As part of exploratory conversations, TCED has discussed the dog park proposal with the Collins Park Neighborhood Association. The association is not in favor of a dog park at this location.

### **CONCLUSION:**

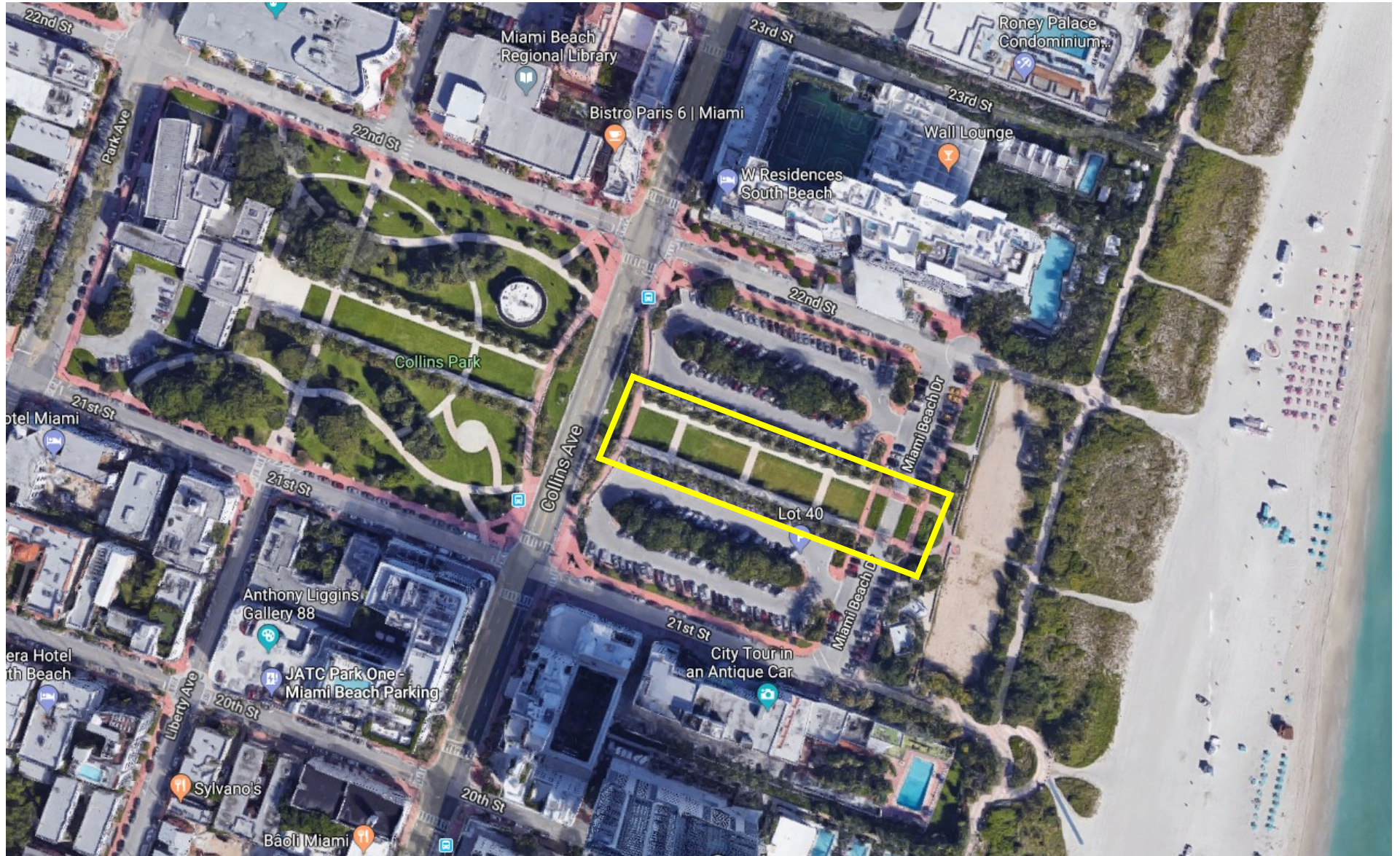
Discussion and direction on establishing a dog park in the Collins Park Neighborhood, near the W South Beach.

### **ATTACHMENTS:**

Description	Type
□ Exhibit A— Map of Central Lawn in Collins Park Neighborhood	Memo

Exhibit A

Central Lawn in Collins Park Neighborhood



# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION TO CONSIDER THE INSTALLATION OF THE BEAUTIFUL BARRIERS CONCEPT AS SECURITY BARRIERS AROUND THE CITY**

---

**ANALYSIS:**  
Discussion at Committee.

**ATTACHMENTS:**

Description		Type
	Beautiful Barriers	Other



# BEAUTIFUL BARRIERS™



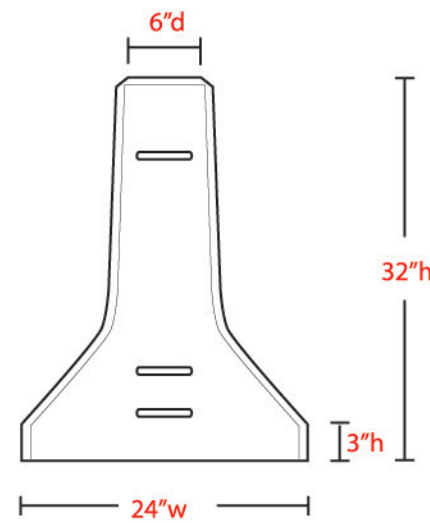
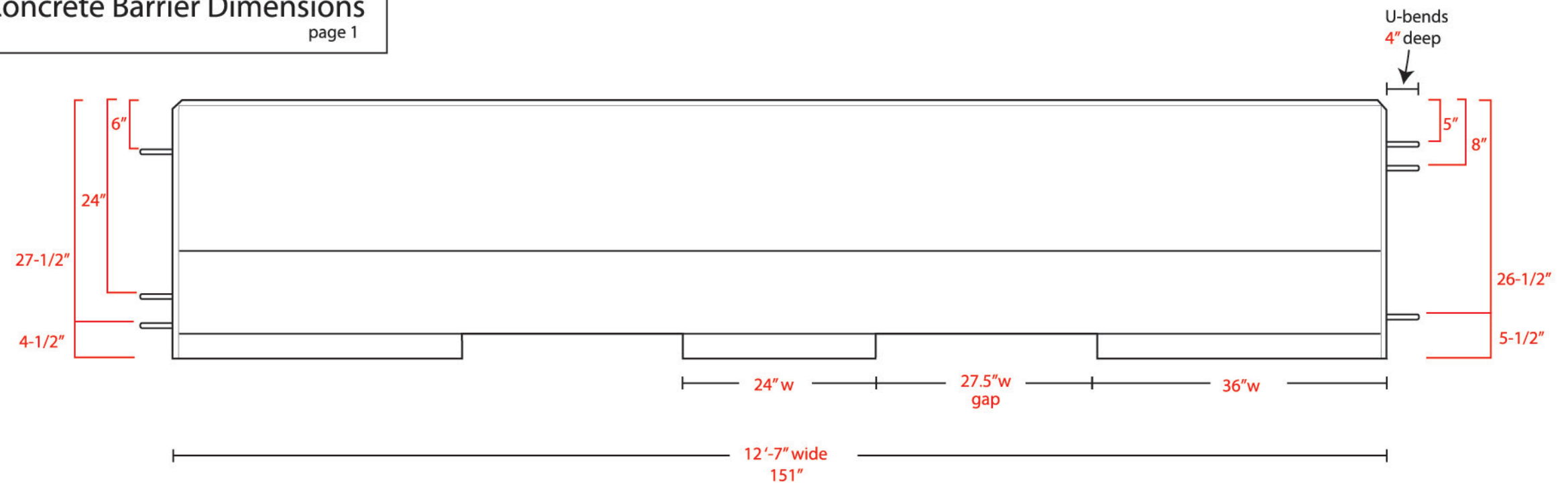
## Boxwood Barrier Covers

Waterproof • Sun Proof • Wind Proof • Nighttime Visibility

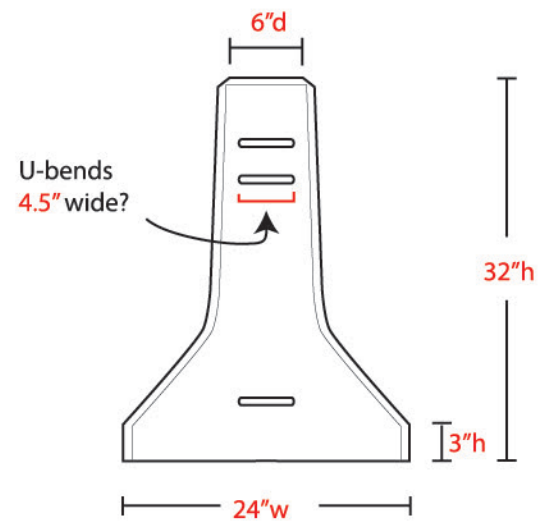
Proprietary brand 'Beautiful Barriers' by Brad Bonessi  
Patent Pending

# Concrete Barrier Dimensions

page 1



SIDE VIEW- Left



SIDE VIEW- Right





# Boxwood Barrier Cover

page 2

Weatherproof metal frame  
(two sections shown)  
Anodized aluminum-  
Clear, blasted/etched finish

Expanded aluminum metal  
Flattened, mill /raw finish

Blue line indicates  
cement barrier  
structure

Dotted green line  
indicates  
boxwood overlay

34"h  
overall

1" turnbacks  
2-1/2"h

14" w

28" w

23.5" w  
gap

39" w

12'-9" w  
(153")

Dotted green line  
indicates  
boxwood overlay

BACK A FRONT A

FRONT B BACK B

34"h  
overall

6"h

15.5" w 9.5" w

25" w

12.5" w

6"

31" h

9.5" w

Boxwood overlay

SIDE VIEW- Left

SIDE VIEW- Right



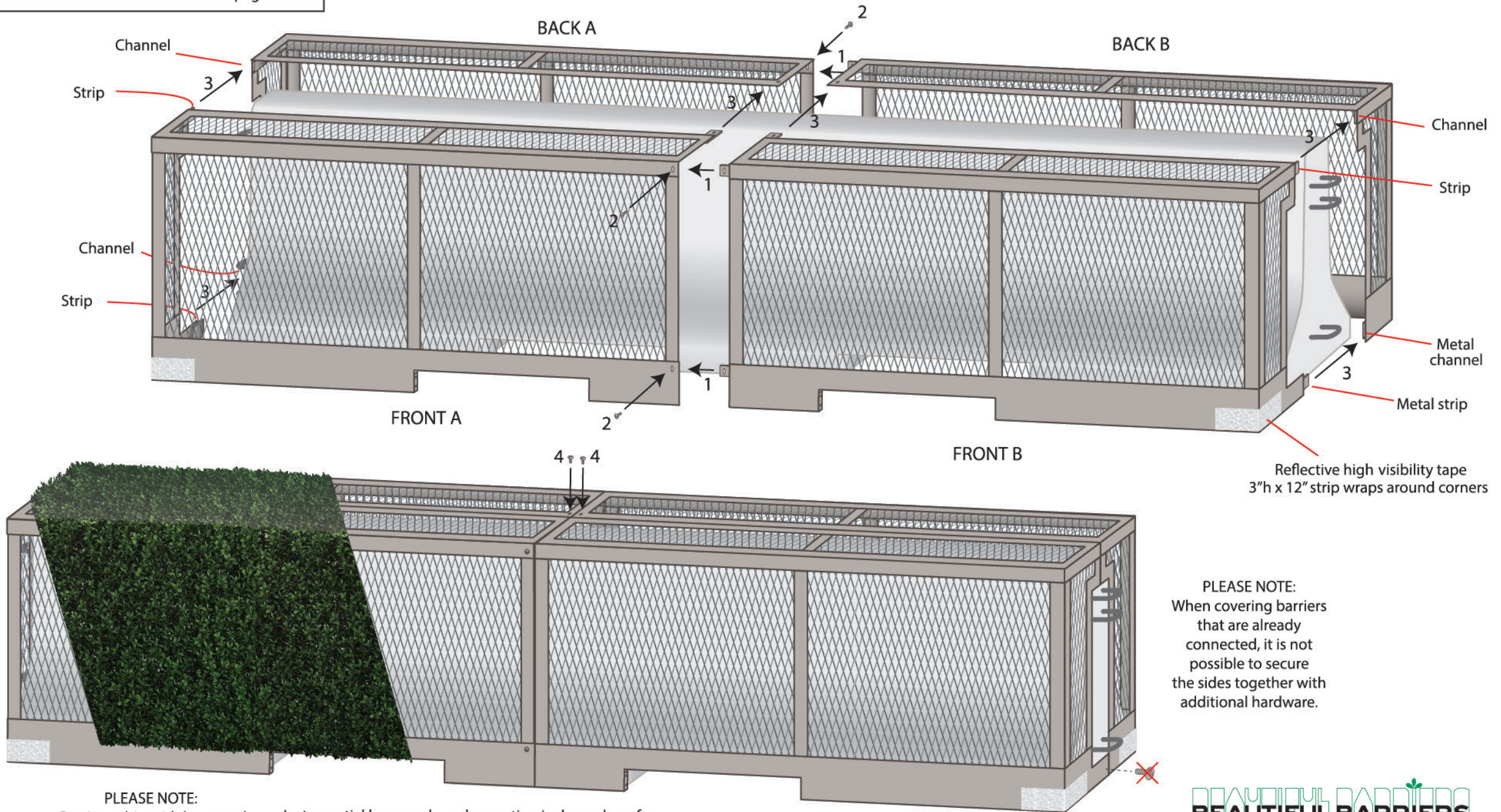
# Boxwood Barrier Cover

page 3

Ships in 4 sections

Front A & B

Back A & B



Reflective high visibility tape  
3\"h x 12\" strip wraps around corners

PLEASE NOTE:  
When covering barriers  
that are already  
connected, it is not  
possible to secure  
the sides together with  
additional hardware.

PLEASE NOTE:  
Sections ship with boxwood  
overlays secured to frame.

Just a partial boxwood overlay portion is shown here for  
visual clarity of the underlying frame construction.

BEAUTIFUL BARRIERS  
**BEAUTIFUL BARRIERS**

Proprietary brand 'Beautiful Barriers' by Brad Bonessi  
Patent Pending



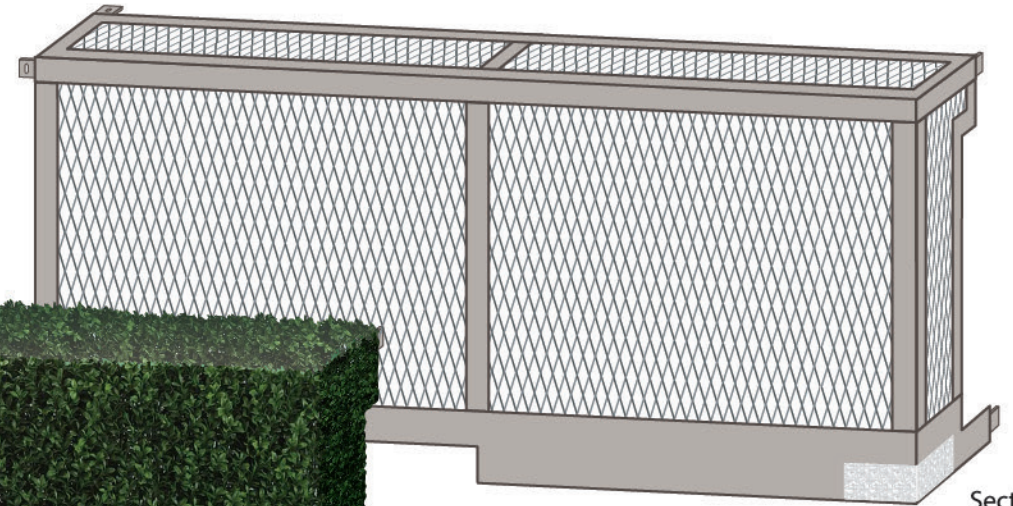
## Boxwood Barrier Cover

page 4



Artificial Boxwood  
Waterproof, Weatherproof, & UVA sun proof

Artificial Boxwood  
secures to expanded metal and frame



Section  
FRONT B



Section FRONT B  
with boxwood overlay



FINISHED VIEW ASSEMBLED 12 ft  
BEAUTIFUL BARRIER

Waterproof • Sun Proof • Wind Proof  
Nighttime Visibility



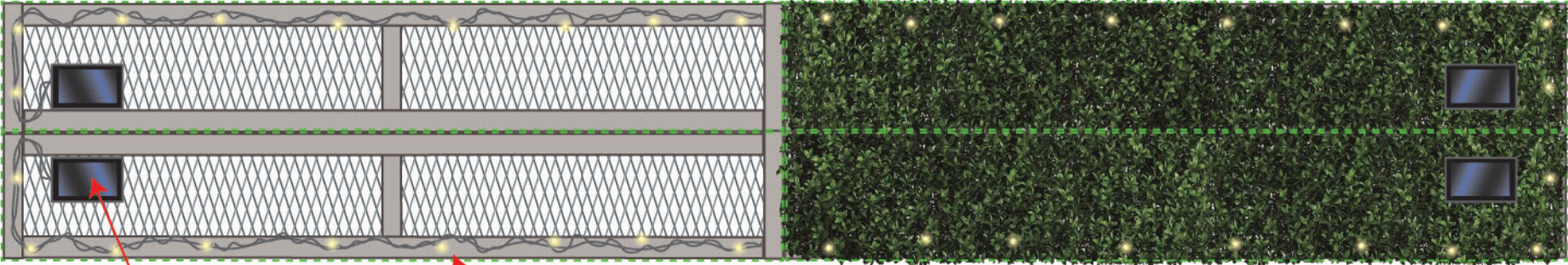
# Boxwood Barrier Cover

page 5

Beautiful Barrier  
TOP VIEW

SOLAR POWERED LED\* LIGHTS  
Used on topside of Barrier.

\* Warm White LED lights



Solar panel  
secures to boxwood/frame

LED light string woven in  
and secured to boxwood/frame

Each section with 9 LED lights.  
Assembled Beautiful Barrier with 36 LED lights total.



TURNBACK ATTACHMENTS:  
Used on freestanding barrier sides.

Metal strips attach to turnbacks on base,  
and locate under forklift pocket holes, adding  
increased security against high winds.  
Page 179 of 440

2-1/2" h x 8" w strip  
4 pcs per side



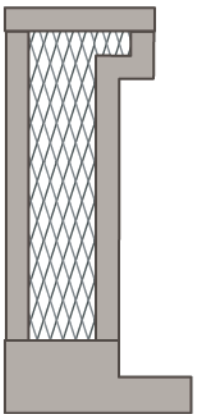
# Boxwood Barrier Cover

page 6

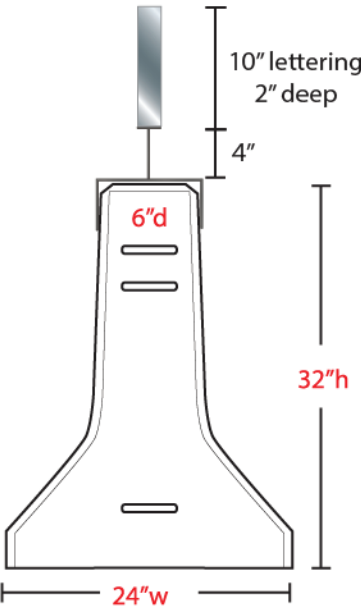
Brushed Aluminum Top Letters  
Metal - dimensional or flat



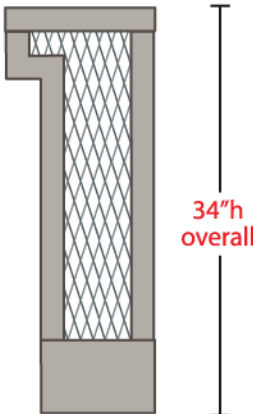
Brushed Aluminum  
finish letters



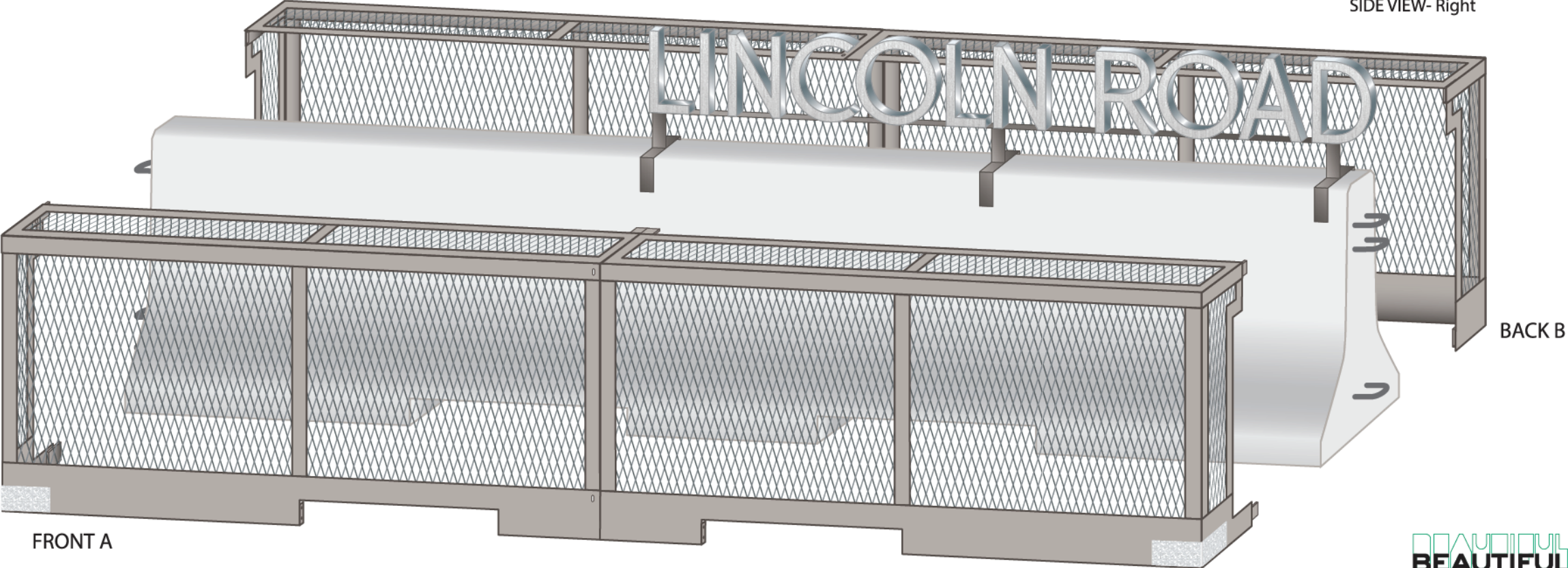
FRONT B



SIDE VIEW- Right



BACK B



FRONT A

FRONT B

BACK B



Brushed Aluminum Top Letters  
Metal- dimensional or flat

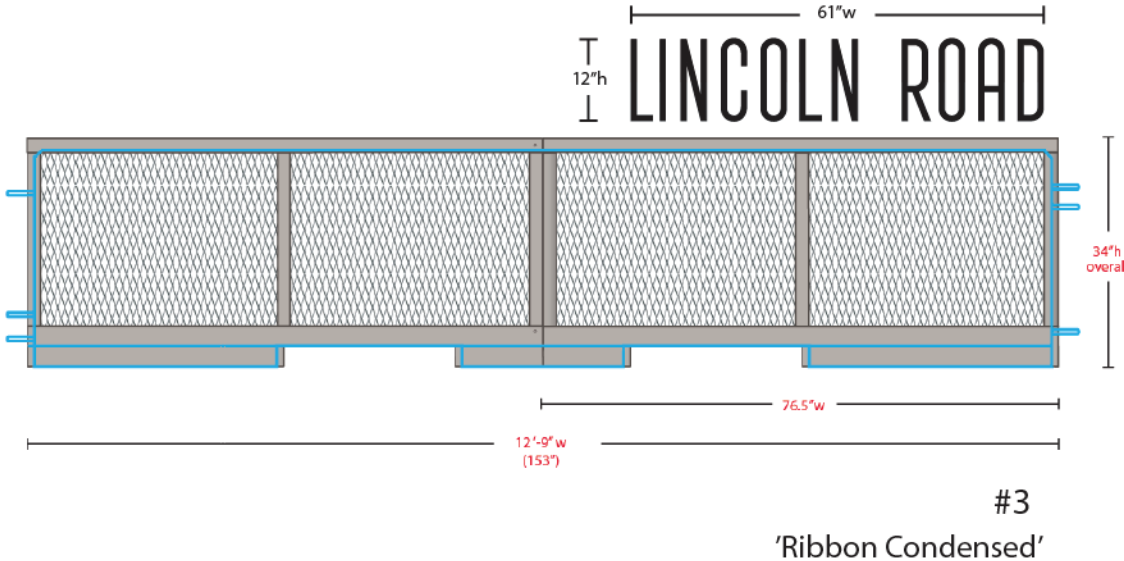
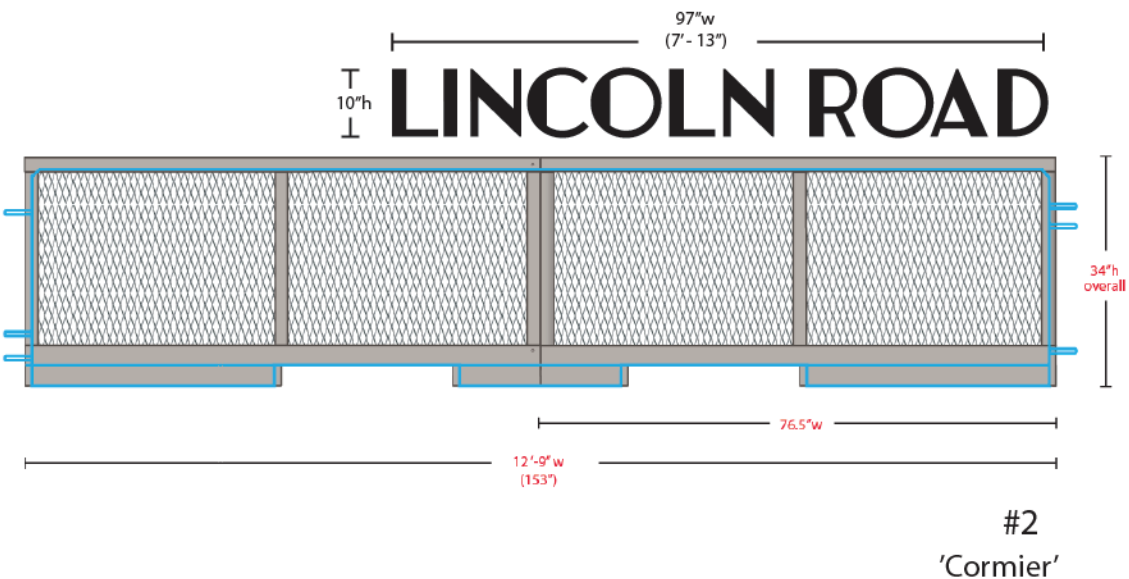
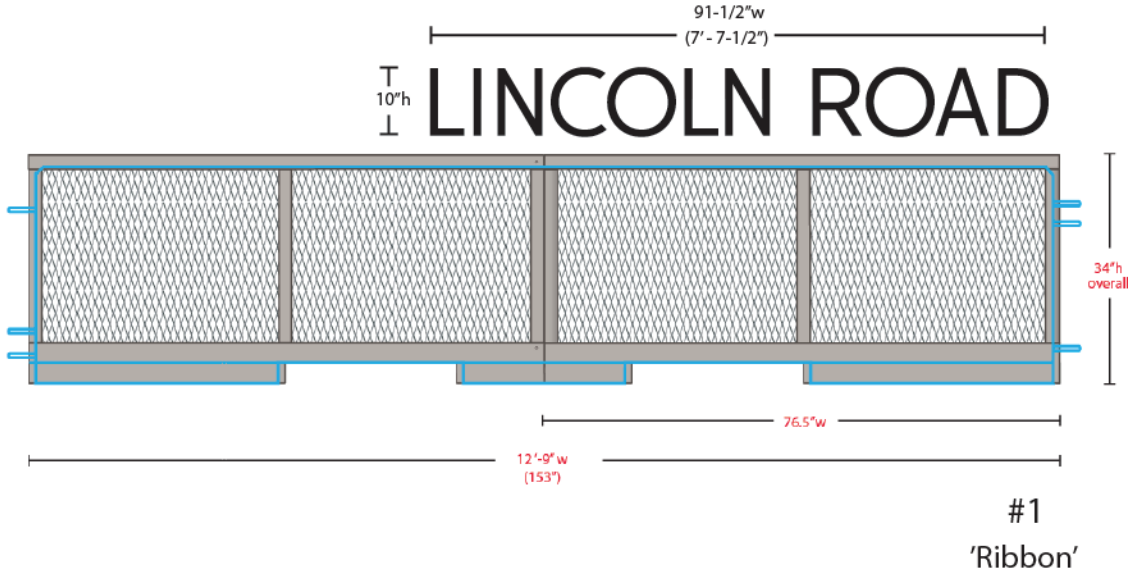


#1  
Dimensional Letters  
10"h  
(*'Ribbon'*)

#2  
Flat Letters 10"h  
(*'Cormier'*)

#3  
Flat Letters 12"h  
(*'Ribbon Condensed'*)





# MIAMI BEACH

## **COMMITTEE MEMORANDUM**

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING AMENDING CHAPTER 82 OF THE CODE OF THE CITY OF MIAMI BEACH TO INCLUDE VARIOUS PROVISIONS, DEFINITIONS, AND EXCEPTIONS RELATED TO KITEBOARDING**

---

### **HISTORY:**

At the March 7, 2018 Commission Meeting, after hearing from City staff and members of the public, the Mayor and City Commission directed the Administration to develop new kiteboarding regulations, with an enforcement plan, including requiring kiteboarders, that are not receiving lessons, to have a certification requirement, based upon the IKO Level 3, or equivalent; requiring kiteboarders to maintain a distance of 50 feet from swimmers, and to only engage in kiteboarding at least 200 feet from shore, except during launching and landing; and restricting this activity to certain locations of the beach. Additionally, the City Commission approved kiteboarding, by IKO Level 3 kiteboarders only, at beach locations at 25th Street and north of 29th Street; restricted kiteboarding lessons to only the 76th Street location; prohibited kiteboarding, in addition to the restricted swim areas, from 25th Street to 29th Street and south of 24th Street; and, further, directed the City Administration to provide an update to the City Commission in (6) months after the regulations have been in effect.

### **ANALYSIS:**

Upon determining the best policies and procedures for regulating kiteboarding it will be necessary to update the City Code by amending the provisions in Sections 82-466 through 82-470 regarding definitions, prohibited watercraft in restricted swim areas, prohibiting watercraft in certain non-restricted swim areas, exceptions for the launch and use of certain watercraft in permitted areas, providing requirements regarding safety equipment and distance, providing exceptions regarding restricted and non-restricted swim areas, and amending the provisions for enforcement and penalties.

The City Attorney's Office has worked in conjunction with Code Compliance, the Office of Real Estate, Ocean Rescue and the Police Department/Marine Patrol to develop amendments to Chapter 82, Article V, Division 2 of the Code of the City of Miami Beach. A draft of the proposed amendments is attached hereto as Exhibit 1 (Proposed Amendments).

### **Police Department/Marine Patrol Comments**

Even though the Proposed Amendments are consistent with the direction from the City Commission at its March 7, 2018 meeting, the Police Department has advised the Administration they have concerns for the following reasons:

1 . Marine Patrol does not have the ability to stop offenders offshore because of the risks associated with having a kite in the air.

2. The Marine Patrol vessels are limited to the extent they can't get too close to shore where there is typically higher surf and swimmers.

According to the Police Department, as a practical matter, the only way to enforce the Proposed Amendments would be a time consuming combination of Marine Patrol and shore-based officers. The Marine Patrol could direct offshore offenders to shore for enforcement by the shore-based officers.

The Police Department has also expressed concerns with having to monitor such a large section of the beach, essentially from 25<sup>th</sup> Street to 87<sup>th</sup> Terrace. The Police Department has recommended limiting kiteboarding launching and landing activities to a single location such as 25<sup>th</sup> Street. This way signage can be posted on shore regarding the rules and regulations associated with kiteboarding.

#### Proposed Permitting Process

We propose to develop a permitting process in Energov in order to utilize the technology available to some City field staff. This process will be managed by the Customer Service Center under the Finance Department. The Customer Service Center is open Monday through Friday from 9:00 AM to 5:00 PM. Individuals would be able to apply and obtain kiteboarding permits during that time or could submit their application information online. The proposed online process would work as follows:

1. Create a Citizen Access Portal (CAP) Account
2. Select to apply for a kiteboarding permit
3. Complete online application (name, email, phone number, address, certifying agency, certification level)
4. Upload documentation (government photo identification, kiteboarding certification card)
5. Acknowledge and agree to the regulations and penalties
6. Pay the application fee

Once the application is submitted electronically, a Customer Service Representative will review the information and determine whether the applicant meets the standards set forth in the ordinance. If it is determined the applicant is a candidate for a permit, the individual will be notified to pick up the permit and streamer from the Customer Service Center, located at 1755 Meridian Avenue, Monday through Friday between 9:00 AM and 5:00 PM.

The City will determine the amount of the application fee based on the estimated costs to the Finance Department for administering the permitting process and based on the estimated costs to the Police Department for enforcement of the ordinance. Preliminarily, the Police Department has indicated, in order to achieve consistent enforcement, they will require two Marine Patrol officers with a vessel and two shore-based officers each with an ATV, for ten hours per day, seven days per week.

#### **CONCLUSION:**

The Administration seeks direction from the Neighborhood/Community Affairs Committee regarding this matter.

#### **ATTACHMENTS:**

Description	Type
□ Exhibit 1 - Proposed Amendments	Ordinance

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AMENDING CHAPTER 82 OF THE CODE OF THE CITY OF MIAMI BEACH, ENTITLED "PUBLIC PROPERTY," BY AMENDING ARTICLE V, ENTITLED "BEACHES," BY AMENDING DIVISION 2, ENTITLED "RESTRICTED AREAS," BY AMENDING THE PROVISIONS IN SECTIONS 82-466 THROUGH 82-470 REGARDING DEFINITIONS, PROHIBITING WATERCRAFT IN RESTRICTED SWIM AREAS, PROHIBITING WATERCRAFT IN CERTAIN NON-RESTRICTED SWIM AREAS, PROVIDING EXCEPTIONS FOR THE LAUNCH AND USE OF CERTAIN WATERCRAFT IN PERMITTED AREAS, PROVIDING REQUIREMENTS REGARDING CERTIFICATIONS, SAFETY EQUIPMENT AND DISTANCE, PROVIDING EXCEPTIONS REGARDING RESTRICTED AND NON-RESTRICTED SWIM AREAS, AND AMENDING THE PROVISIONS FOR ENFORCEMENT AND PENALTIES; PROVIDING FOR REPEALER, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

**WHEREAS**, various provisions in Chapter 82, Article V, Division 2 of the City Code, regarding watercraft and restricted areas on the City's beaches, are outdated and should be amended in the interest of the public health, safety, and welfare to address current beach conditions and the types of watercraft presently utilized by the City's residents and visitors.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA:**

**SECTION 1.**

That Chapter 82, Article V, Division 2 of the Code of the City of Miami Beach is hereby amended as follows:

**Chapter 82**

**PUBLIC PROPERTY**

\* \* \*

**ARTICLE V. BEACHES**

\* \* \*



## DIVISION 2. RESTRICTED AREAS

### Sec. 82-466. Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

*Chase or emergency watercraft* means watercraft available solely for the purpose of effecting a sea rescue in an emergency or for the purpose of ensuring compliance with federal or state law or city or county ordinances. The term does not include watercraft used for rental.

*Corridor* means a defined area within the restricted area leading from the shoreline to the ~~western~~eastern boundary of the restricted area, in which watercraft may be used subject to conditions set forth in this subdivision.

*Licensee* means a person or business entity operating a watercraft rental business or providing watercraft lessons on a public beach located within the city pursuant to a concession agreement with the city.

*Mechanically powered watercraft* means a watercraft using an internal combustion engine or an electric motor as its primary source of motive propulsion. The term includes personal watercraft such as jet skis.

*Personal watercraft* means an inboard-powered vessel, such as a jet ski, under 16 feet in length, which uses an internal combustion engine powering a water jet pump as its primary source of motive propulsion and is designed to be operated by a person sitting, standing or kneeling on or being towed behind the vessel.

*Restricted area* means the area defined in section 82-467 ~~and described in attached appendix 1 to this article.~~

*Watercraft* means any contrivance or device used or capable of being used as a means of transportation on the water. The term shall include but shall not be limited to sun boards, ski boards, wind surfers, surfboards, kiteboards, sailboats, any wind-driven or non-propeller-driven watercraft, any personal watercraft, and any mechanically powered, jet-driven, and combustion-driven watercraft.

*Watercraft operator* means a person who is in actual physical control of or is steering a watercraft or who is exercising control over or steering any device being towed by a watercraft.

## **Sec. 82-467. Restricted swim areas.**

The areas located on public beaches within the city ~~as described in appendix 1 to this article~~ that are between 400 feet to the north and 400 feet to the south of a lifeguard tower and 300 feet east into the ocean from the mean highwater mark shall be known as restricted swim areas and shall be governed by the provisions of sections 82-468 through 82-470. Such areas shall be marked by the use of buoys 300 feet east of the applicable tower as described in appendix ~~21~~ to this article.

## **Sec. 82-468. Watercraft prohibited in restricted swim areas and in non-restricted swim areas; permitted launch, ingress/egress, and use areas for kiteboards; requirements regarding safety equipment and distance.**

- (a) Except as otherwise provided in ~~section 82-469~~ this division, it shall be unlawful for any licensee or watercraft operator to launch, ingress/egress, steer, propel, operate, cause to be operated, or use any watercraft within the restricted swim areas as set forth in section 82-467 and in certain non-restricted swim areas.
- (b) Kiteboard operators must launch, ingress, and egress kiteboards only in the following city-designated beach areas:

  - 1. The area extending 125' south of the northern boundary of 25<sup>th</sup> Street
  - 2. Non-restricted swim areas north of 29th Street, except as otherwise provided in subsection (b)(3).
  - 3. 76<sup>th</sup> Street shall only be utilized for kiteboarding lessons by city approved licensees and their students.
- (c) All kiteboard operators, except for persons engaged in kiteboarding lessons at 76<sup>th</sup> Street, must be currently certified by the International Kiteboarding Organization (IKO), the International Kiteboarding Association (IKA), or the Professional Air Sport Association (PASA) as a Level 3 kiteboarder and must immediately provide a City-issued permit as proof of such certification upon request by any person authorized to enforce this article. All kiteboarders must display a city-issued form of identification (i.e., streamer, etc.) on their kiteboard or kite at all times.
- (d) Persons operating watercraft must utilize appropriate safety equipment as required by law and are responsible for the safe operation of their watercraft.
- (e) All watercraft operators shall maintain a 300 foot distance from the mean highwater mark at all times, except as otherwise provided in Section 82-469 or

when authorized to use the city-designated launch and ingress/egress areas set forth in subsection (b).

(f) All watercraft operators shall maintain a distance of 50 feet away from bathers/swimmers at all times.

(g) The providing of kiteboarding lessons (1) by any person other than as authorized by a concession agreement with the city, or (2) in any area of the beach other than at 76<sup>th</sup> Street city-approved concession area is prohibited.

### **Sec. 82-469. Exceptions.**

The following shall be exceptions to the restrictions set forth in sections 82-467 and 82-468:

(1) Chase or emergency watercraft.

(2) Watercraft operated by the federal government, state, county or city while engaged in law enforcement or other necessary municipal or governmental tasks.

(3) Watercraft operated within a corridor authorized by the city and clearly marked as such by use of buoys or other markers as approved by the city, the state department of natural resources and such federal agencies whose approval is or may be required by law.

(4) Surfboards, skim boards and sailboards are permitted in the restricted swim areas ~~1 and 2 as set forth on appendix 1 to this article between the Government Cut jetty and 1<sup>st</sup> Street.~~

(5) Emergency beaching of watercraft when necessary to prevent loss of life, limb or property.

(6) Watercraft concessions may be operated as authorized pursuant to a concession agreement with the city.

### **Sec. 82-470. Enforcement; penalties.**

(a) The provisions of in sections 82-467, 82-468(a),(b),(c),(d),(e) and (f), through and 82-469 shall be enforced by the city's marine patrol and other state and federal authorities having jurisdiction over the waters located within the ~~restricted area described in appendix 1 to this article~~ city. ~~(b) Any person convicted of a violation of this subdivision subsections 82-468(a),(b),(c),(d),(e) or (f) shall be punished by a fine not to exceed \$500.00~~

or by imprisonment in the county jail for not more than 30 days, or by both such fine and imprisonment.

(b) The code compliance department shall enforce all remaining sections and subsections of this division. This shall not preclude other law enforcement agencies from taking any action to assure compliance with the remaining sections or subsections in this division and all applicable laws.

1. If a violation is observed, the enforcement officer shall be authorized to issue a notice of violation. The notice will inform the violator of the nature of the violation, amount of fine for which the violator is liable, instructions and due date for paying the fine, that the violation may be appealed by requesting an administrative hearing before a special master within ten days after service of the notice of violation, and that the failure to appeal the violation within ten days of service shall constitute an admission of the violation and a waiver of the right to a hearing.
2. A permittee shall be required to submit written verification to the City, with its permit application or yearly renewal, confirming that the permittee is in full compliance with the provisions set forth within this section.
3. Upon a finding by the appropriate administrative official or agency that a violation has occurred, the city shall initiate the following proceedings against the violator:
  - a. If the violation is the first offense, a person or business shall receive a written warning;
  - b. If the violation is the second violation within the preceding six months, a person or business shall receive a civil fine of \$1,000.00;
  - c. If the violation is the third violation within the preceding six months, a person or business shall receive a civil fine of \$5,000; and
  - d. If the violation is the fourth or subsequent violation within the preceding six months, a person or business shall receive a civil fine of \$10,000.00, and the business tax receipt shall be revoked.
4. A violator who has been served with a notice of violation must elect to either:



- a. Pay the civil fine in the manner indicated on the notice of violation; or
  - b. Request an administrative hearing before a special master to appeal the notice of violation, which must be requested within ten days of the service of the notice of violation.
5. The procedures for appeal by administrative hearing of the notice of violation shall be as set forth in sections 30-72 and 30-73 of this Code. A request for the administrative hearing must be accompanied by a fee as approved by a resolution of the city commission, which shall be refunded if the named violator prevails in the appeal.
6. If the named violator, after issuance of the notice of violation, fails to pay the civil fine, or fails to timely request an administrative hearing before a special master, the special master may be informed of such failure by the code enforcement officer. The failure of the named violator to appeal the decision of the code enforcement officer within the prescribed time period shall constitute a waiver of the violator's right to an administrative hearing before the special master, and shall be treated as an admission of the violation, for which fines and penalties shall be assessed accordingly.
7. A certified copy of an order imposing a fine may be recorded in the public records, and thereafter shall constitute a lien upon any real or personal property owned by the violator, which may be enforced in the same manner as a court judgment by the sheriffs of this state, including levy against the violator's real or personal property, but shall not be deemed to be a court judgment except for enforcement purposes. On or after the 61st day following the recording of any such lien that remains unpaid, the city may foreclose or otherwise execute upon the lien.
8. Any party aggrieved by a decision of a special master may appeal that decision to a court of competent jurisdiction.
9. The special master shall be prohibited from hearing the merits of the notice of violation or considering the timeliness of a request for an administrative hearing if the violator has failed to request an administrative hearing within ten days of the service of the notice of violation.
10. The special master shall not have discretion to alter the penalties prescribed in subsection (b)(1) herein.

\* \* \*

## **APPENDIX 1. RESTRICTED SWIM AREAS**

[ALL DIAGRAMS IN APPENDIX 1 TO BE DELETED]

## **APPENDIX 2 1. REGULATORY BUOY**

\* \* \*

### **SECTION 2. REPEALER.**

All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

### **SECTION 3. SEVERABILITY.**

If any section, subsection, clause or provision of this Ordinance is held invalid, the remainder shall not be affected by such invalidity.

### **SECTION 4. CODIFICATION.**

It is the intention of the Mayor and City Commission of the City of Miami Beach, and it is hereby ordained that the provisions of this ordinance shall become and be made part of the Miami Beach City Code. The sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section," "article," or other appropriate word.

### **SECTION 5. EFFECTIVE DATE.**

This Ordinance shall take effect on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2018.

**ATTEST:**

\_\_\_\_\_  
Dan Gelber, Mayor

\_\_\_\_\_  
Rafael E. Granado, City Clerk

Underline denotes additions  
~~Strikethrough~~ denotes deletions

(Sponsored by Commissioner Mark Samuelian)

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION TO EXPLORE OPPORTUNITIES TO EXPAND THE USE OF SERVICES LIKE FREEBIE AND THE COMMUNICATIONS TO POTENTIAL RIDERS**

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### **KEY INTENDED OUTCOME:**

Ensure Comprehensive Mobility Addressing All Modes Throughout The City

### **HISTORY:**

On-demand transit service is a way to provide connections between trolley stops and final destinations/trip origins, ease congestion, and address limited parking availability. Some cities have begun on-demand first/last mile service with operators such as Uber and Lyft. More locally, in Miami-Dade County, some cities have contracted on-demand electric-powered transit vehicle operators to fill this niche. These services are generally provided at no charge to the passenger. Other new, innovative technologies may also be available to provide this service.

The City is exploring a potential partnership intended to provide on-demand transportation service in areas not currently served by the City's Trolley service and at no charge to passengers or the City.

### **ANALYSIS:**

Earlier this year, the City issued a Request for Letters of Interest (RFLOI) for On-Demand Transit Service, and responses were received on March 2, 2018. Staff is currently reviewing the proposals received in response to the competitive solicitation.

The proposed City of Miami Beach On-Demand Transit Service is intended to connect to/from existing County bus stops and/or City Trolley stops to enable passengers to complete the first leg and/or last leg of their trip. The service is anticipated to decrease the use of single occupancy vehicles and increase the use of existing trolley, transit, and bicycle sharing services for both current and new customers.

The City anticipates that the on-demand transit service will use small-sized mass transit or shared vehicle options to provide a flexible feeder and distributor system for high capacity, high frequency transit services. Trips are anticipated to be short distances and to originate at employment centers, retail and entertainment destinations, and residential areas. Passenger wait time for the on-demand service is anticipated not to exceed 5-10 minutes. Communication with passengers in terms of requesting a ride is anticipated to occur through both smart phone mobile applications and phone service.

### **CONCLUSION:**

The Transportation Department will provide additional updates as the procurement process moves forward.



# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING NAMING THE FITNESS AREA IN LUMMUS PARK AS  
“MUSCLE BEACH”**

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### **HISTORY:**

At the April 11, 2018 Commission meeting, a discussion regarding the naming of the fitness area in Lummus Park was referred to the Neighborhood/Community Affairs Committee (“NCAC”).

Pursuant to the City’s existing policies and procedures for the naming of interior portion(s) of a public facility, proposals must be in compliance with provisions set forth in Section 82-503(b) of the City Code, which includes a referral to NCAC, a recommendation from NCAC, a public hearing by the City Commission, and a 5/7ths vote by full Commission at the public hearing.

### **ANALYSIS:**

The popular 9<sup>th</sup> street outdoor fitness gym in Lummus Park recently underwent significant upgrades. Though this portion of the park does not have an official name, many locals already commonly referred to it as “Muscle Beach”.

### **CONCLUSION:**

Committee recommendation on naming the fitness area in Lummus Park as “Muscle Beach at Lummus Park.”

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING POTENTIALLY CO-NAMING A STREET IN NORTH BEACH FOR RABBI ABRAMOWITZ AND, AS AN ALTERNATIVE, A DISCUSSION REGARDING A COMMEMORATIVE PLAQUE, OR OTHER MONUMENT OR MEMORIAL, IN HONOR OF RABBI MAYER ABRAMOWITZ**

### **HISTORY:**

Pursuant to the request of Commissioner Michael Gongora, this item was referred to the Neighborhood/Community Affairs Committee at the April 11, 2018 City Commission meeting. This item concerns the potential co-naming of a street in North Beach for Rabbi Mayer Abramowitz. Rabbi Abramowitz was the spiritual leader of Temple Menorah for 45 years. This referral includes a discussion of an amendment to Section 82-503(c) of the City Code which would be required in order to allow for this potential co-naming of a City street. A draft Ordinance is attached which would amend the City Code to allow City streets to be co-named for a deceased person who served as the spiritual leader of a prominent religious institution in the City of Miami Beach for 35 or more years.

As an alternative to a street co-naming, a discussion of a commemorative plaque, or other monument or memorial, in honor of Rabbi Abramowitz is also included in this referral. This alternative proposal is submitted pursuant to Section 82-504 of the City Code regarding the establishment of monuments and memorials on public property.

### **ATTACHMENTS:**

Description	Type
□ Proposed Ordinance	Ordinance
□ Co-naming Street re: Rabbi Abramowitz Submission Package - 5/21/2018	Other

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AMENDING CHAPTER 82 OF THE CODE OF THE CITY OF MIAMI BEACH, ENTITLED "PUBLIC PROPERTY," BY AMENDING ARTICLE VI, ENTITLED "NAMING OF PUBLIC FACILITIES AND ESTABLISHMENT OF MONUMENTS OR MEMORIALS," BY AMENDING SECTION 82-503 THEREOF, ENTITLED "NAMING OF PUBLIC FACILITIES; CO-NAMING AND RE-NAMING OF STREETS," BY AMENDING SUBSECTIONS (C)(1)(A) AND (C)(2)(A) THEREOF TO PROVIDE ADDITIONAL CRITERIA AND PROCEDURES FOR THE CO-NAMING OF STREETS, PROVIDING FOR REPEALER, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA:

**SECTION 1.** That section 82-503 of Article VI of Chapter 82 of the Code of the City of Miami Beach is hereby amended as follows:

**CHAPTER 82  
PUBLIC PROPERTY**

\* \* \*

**Article VI. Naming of Public Facilities and Establishment of  
Monuments or Memorials**

\* \* \*

**Sec. 82-503. Naming of public facilities; co-naming and renaming of streets.**

\* \* \*

(c) *Co-naming/renaming of streets or portions thereof.*

- (1) a. Streets, or portions thereof, located in the city may be co-named in honor of:
  - (i) Miami Beach police officers who died or were killed in the line of duty;
  - (ii) A public facility located on the street to be co-named;
  - (iii) Private not-for-profit organizations with significant historic value to the city and associated with structures which have a significant

historical value or architectural significance to the city and which are located on the street, or portion thereof, to be co-named;

- (iv) Geographic areas within the city;
- (v) A commercial establishment that has been in business in the City of Miami Beach for 100 or more years and which is located on the street to be co-named; or
- (vi) Deceased person who achieved international acclaim as a world champion in a sport and whose sports career associations with city facilities or other structures are of historical value or significance to the city; or
- (vii) Deceased person who served as the spiritual leader of a prominent religious institution in the City of Miami Beach for 35 or more years.

The provisions in this subsection 82-503(c)(1)a., shall not apply to streets named or co-named prior to June 21, 2014. The provisions in subsection 82-503(c)(1)a.(vi) and (c)(2)a.7., shall automatically sunset on May 1, 2017.

- b. Notwithstanding the provisions in subsection 82-503(c)(1)a., the following streets, or portions thereof, shall not be co-named or renamed: 5th Street, 41st Street, 71st Street, Collins Avenue, Washington Avenue, Alton Road, and Ocean Drive. The provisions in this subsection 82-503(c)(1)b., shall not apply to streets, or portions thereof, that are co-named or renamed prior to December 27, 2014.

- (2) Whenever a request is made to co-naming shall first be considered and reviewed by the committee according to the following procedures:

- a. Any person, organization, association, corporation or other entity, including a member of the city, may propose that a street be co-named, by submitting the request in writing to the committee. At a minimum, such request shall include the following:

- 1. The street, or portion thereof, to be co-named; and
- 2. The proposed co-name of the street, or portion thereof; and
- 3. The reason for the request; and
- 4. If the proposed co-naming is requested pursuant to subsection 82-503(c)(1)a.(i), a factual summary including the date and circumstances under which the officer died or was killed in the line of duty; and



5. If the proposed co-naming is requested pursuant to subsection 82-503(c)(1)a.(iii), a factual summary confirming the significant historic value of the private not-for-profit organization; and the associated structure; to the city; and
  6. If the proposed co-naming is requested pursuant to subsection 82-503(c)(1)a.(v), a factual summary confirming the commercial establishment's contribution to the city; and
  7. If the proposed co-naming is requested pursuant to subsection 82-503(a)(c)(1)a.(vi), a factual summary confirming the world champion status and sports career of the person and the associations of the person's sports career with city facilities or other structures that are of historical value or significance to the city; and
  8. If the proposed co-naming is requested pursuant to subsection 82-503(c)(1)a.(vii), a factual summary confirming the status of the person as a spiritual leader of a prominent religious institution in the City of Miami Beach for 35 or more years.
- b. Within a reasonable time after receipt of the request, the committee shall meet to consider and review same. Notice of the meeting shall be given to the person and/or organization that made the request.
  - c. After reviewing the request, the committee shall transmit its recommendation to the city commission regarding the request. The committee's recommendation requires a simple majority vote.
  - d. Within a reasonable time after receiving the recommendation from the committee, the commission shall call a public hearing regarding the co-naming. Notice of the public hearing shall be published at least ten days prior to the hearing in a newspaper of general circulation in the city.
  - e. At the close of the public hearing, the city commission may approve the request. Any request to co-name a street or portion thereof pursuant to this subsection 82-503(c) must be approved by a 5/7th vote of the city commission.
  - f. Any person, not-for-profit organization, or commercial establishment to be recognized by the co-naming of a street, or portion thereof, must be in good standing in the community at the time of final approval of same by the city commission and if, after the street is co-named, the person recognized, or the principal(s) of the not-for-profit commercial establishment recognized are subsequently convicted or adjudicated guilty of a felony, the co-name shall be removed from the street sign. In addition,

the city commission may approve the removal of the co-name of a street at a public hearing if said person, not-for-profit organization, or commercial establishment is no longer in good standing in the community. In either case, neither the city, nor any of its officers, employees, contractors, or agents, shall have any liability to the person, not-for-profit organization, or commercial establishment recognized by the co-naming of the street or to the principal(s) of such not-for-profit organization or commercial establishment (including, without limitation, if such person or principal(s) are deceased, his/her heirs, relatives, successors, or assigns), and/or any other party(ies) for any costs or claims resulting from such removal (and including, without limitation, reimbursement of any costs incurred for design, fabrication, installation, and/or maintenance of the street sign, if applicable).

**SECTION 2. REPEALER.**

All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

**SECTION 3. SEVERABILITY.**

If any section, subsection, clause or provision of this Ordinance is held invalid, the remainder shall not be affected by such invalidity.

**SECTION 4. CODIFICATION.**

It is the intention of the Mayor and City Commission of the City of Miami Beach, and it is hereby ordained that the provisions of this ordinance shall become and be made part of the Miami Beach City Code. The sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section," "article," or other appropriate word.

**SECTION 5. EFFECTIVE DATE.**

This Ordinance shall take effect on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2018.

**ATTEST:**

\_\_\_\_\_  
Dan Gelber, Mayor

\_\_\_\_\_  
Rafael E. Granado, City Clerk

Underline denotes additions

~~Strikethrough~~ denotes deletions

(Sponsored by Commissioner Michael Góngora)



ALEXANDER I. TACHMES, ESQ.  
PARTNER  
Shutts & Bowen LLP  
200 South Biscayne Boulevard  
Suite 4100  
Miami, Florida 33131  
DIRECT (305) 347-7341  
FAX (305) 347-7754  
EMAIL ATachmes@shutts.com

May 18, 2018

**VIA EMAIL**

Members of the Neighborhood/Community Affairs Committee  
City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

**RE: Co-Naming 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue after Rabbi Mayer Abramowitz of Temple Menorah**

Dear Members of the Neighborhood/Community Affairs Committee:

We are acting as *pro bono* counsel to Temple Menorah and certain prominent members of the synagogue, in connection with their request to co-name 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue after the late Rabbi Mayer Abramowitz, who passed away last year at the age of 97.

Rabbi Abramowitz served as Temple Menorah's Rabbi for 38 years, from 1951 until 1990. A Miami Beach resident for 66 years, Rabbi Abramowitz acted as a friend, leader and inspiration to the entire Miami Beach community (In fact, Rabbi Abramowitz was the supervising Rabbi during my and my brother's Bar Mitzvahs). As more thoroughly detailed in the biography attached hereto, Rabbi Abramowitz's influence upon Miami Beach is evident today; whether through his community building efforts, his civil rights advocacy, or his acceptance of Cuban Jewish refugees into Temple Menorah's congregation free of charge in the early 1960s.

In honor of his impact upon Miami Beach, Rabbi Abramowitz's friends, family and congregation are requesting to co-name the block of 75<sup>th</sup> Street directly adjacent to the Temple in his memory. Accordingly, this item will be heard at the May 22<sup>nd</sup> Neighborhood/Community Affairs Committee meeting.

As has been done in the past, the City Code must be amended to permit the street naming. Over the past several months, we have worked with Commissioners, City administration, and the City Attorney to draft this amendment to the City Code. Accordingly, we agree with the draft ordinance and amendment language provided in the Committee meeting's agenda package. As you will see, this language has been narrowly drafted so as to limit subsequent use to co-name streets throughout the City.

As an indication of community support for this initiative, attached hereto please find a petition and letters containing over 300 signatures in favor of this street co-naming. While the majority of support for this initiative comes from the Miami Beach Community, due to the Rabbi's positive impact upon the South Florida Jewish community as a whole, we have received support for the street naming throughout Miami-Dade County. Accordingly, we have received many signatures from prominent members of the Miami Beach and Miami-Dade County communities, including:

Abraham Galbut  
Amy Dean  
Ana Weissman  
Brian Bilzin  
David Dermer  
David Drachman  
David Lombardi  
Eric Galbut  
George Feldenkreis  
Howard Srebnick  
Jacob Solomon  
Jeffrey Gilbert  
Jessica Goldman  
Jonathan Fryd  
Laurie Mitrani  
Leonard Wien

Maria Srebnick  
Marissa Zarco  
Marsha Gilbert  
Mayor Norman Ciment  
Mayor Niesen Kasdin  
Michael Adler  
Norman Braman  
Rita Galbut  
Robert Galbut  
Robert Grover  
Robin Jacobs  
Ezra Kassin  
Sandra Edelman  
Scott Srebnick  
Simcha Galbut  
Steve Weissman

Please contact us with any questions or comments. We greatly appreciate your support in this matter.

Sincerely,

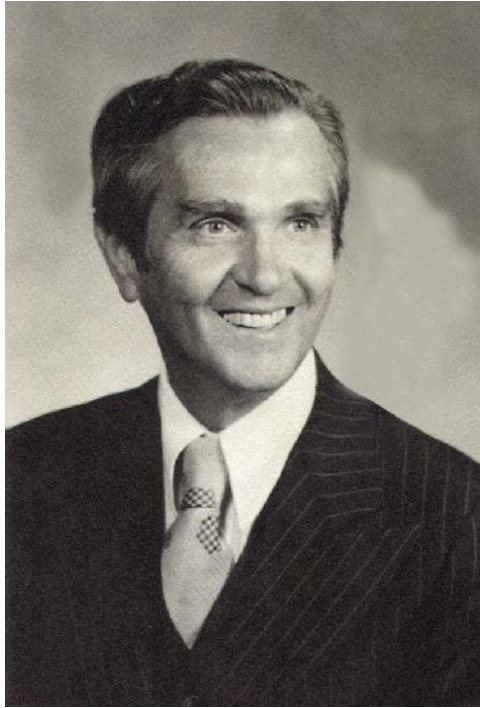
Shutts & Bowen LLP

A handwritten signature in blue ink, appearing to read "Alexander I. Tachmes".

Alexander I. Tachmes, Esq.

cc: Jimmy Morales, City Manager  
Raul Aguila, City Attorney  
Rafael Granado, City Clerk





Rabbi Mayer Abramowitz

Rabbi Abramowitz lived in Miami Beach for 66 years. As the Rabbi of Temple Menorah, he influenced the lives of thousands of people and the Miami Beach community he called home. He died on February 2, 2017 at the age of 97.

Born in Jerusalem in 1919, Rabbi Abramowitz moved to the United States in 1928. He received his Bachelor of Arts in 1941, and his rabbinical ordination from the Jewish Theological Seminary in New York City in 1944. Thereafter, Rabbi Abramowitz enlisted in the US Army as a chaplain and 1st lieutenant, and was stationed in Europe during World War II. Beyond his responsibilities to the American GI's, Rabbi Abramowitz helped thousands of Jewish refugees rebuild their lives after surviving the Holocaust. While stationed in Displaced Persons Camps around Europe, specifically the Schlachtensee-Templhof camp in Berlin, Germany, he provided physical, educational and spiritual care to the people living there. For example, he trained teachers and established a school and a summer camp for over 2,500 children. It was in this Displaced Persons Camp that he met and married a beautiful refugee, Rachel, who would become his partner in life for almost 70 years. While doing all of this, he was simultaneously involved in the Bricha, the clandestine smuggling of Jews into Palestine.



After his discharge from the army, Rabbi Abramowitz became the Chief Emigration Officer for the Joint Distribution Committee in Italy. For three years he worked to find permanent homes throughout the world for refugees who could not go back to their own homes in Europe.

In 1951, Rabbi Abramowitz settled in Miami Beach and became the Rabbi of Temple Menorah. He lived on Biscayne Point in North Beach, where Rachel still lives in their same house. He served the temple as Rabbi for close to 40 years, and as Rabbi Emeritus for an additional 20 years. While there, he built one of the largest congregations in Miami-Dade County, performed close to 1,000 Bar and Bat -Mitzvahs, an equal number of weddings and funerals, and worked with numerous community organizations. It was under his auspices as Rabbi that the current Morris Lapidus-designed building was constructed. Through all of these activities and many more, Rabbi Abramowitz deeply integrated himself into the lives of thousands of Miami Beach families and residents.

Rabbi Abramowitz brought to Miami Beach that same innate sense of compassion for those in need that he demonstrated in Europe. In the early 1960's, when Cuban refugees came to the United States as part of Operation Pedro Pan, Rabbi Abramowitz did not hesitate to act. He welcomed the penniless refugees into his congregation and provided for their educational and social needs free of charge. He was an authentic community builder. As Rep. Ileana Ros Lehtinen has explained, "Rabbi Abramowitz was so well known in our Cuban exile community because he tried to build bridges between different groups. He was especially helpful in the tough early years when so many Cuban refugees were coming over and were so unfamiliar with how to find a job, get help for the elderly, or feed young children. The faith community, as always, really helped so many Cuban refugees. And Rabbi Abramowitz set the tone for others like him to emulate his kindness. A real mensch." For these reasons and many others, he is known as "The Father of Jewish Cuban Community;" a group which has become integral to the fabric of the Miami Beach.




















Rabbi Abramowitz's concern for those less fortunate extended to civil rights for African Americans. In the early 1960s, when doing so required a deep commitment to justice and no small amount of courage, he marched with Reverend Theodore Gibson, the venerable black civil rights activist. Rabbi Abramowitz, however, did more than make public statements by marching. He invited the youth group of Reverend Gibson's church to Temple Menorah to meet with his synagogue's youth group, another example of his bridge building between different groups of people. In 1972, when Miami Beach hosted the Democratic National Convention, Rabbi Abramowitz housed and fed demonstrators. At the time, public officials expressed concerns about violent demonstrations and the influx of demonstrators into the City. Rocky Pomerance, Miami Beach's Police Chief at the time, asked Rabbi Abramowitz to house some of those demonstrators at Temple Menorah. Not only was he the only Rabbi who agreed to do so, he did not back down after receiving bomb threats. The Rabbi not only opened the doors of his synagogue to these young people, he and his wife made meals for them, spent time talking with them, and generally connecting with them.

Rabbi Abramowitz was a leader in every sense of the word: he had vision, he had courage, he brought people together, and he got things done. What made him unique was how everything he accomplished was done with a *joie de vivre*, an exuberant enjoyment of life. He was known as "Sunshine" because no matter how hard the task, he did it so with an uplifting and joyous attitude that touched the lives of his friends, family, congregation, and the City of Miami Beach as a whole.

# Petition to Co-Name 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz

<b>Petition summary and background</b>	Petition in support of co-naming 75 <sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz, who served as the Rabbi for Temple Menorah, located at 620 75 <sup>th</sup> Street, for almost 40 years. The Rabbi's compassion and leadership, including his welcoming of hundreds of Cuban Jewish refugees into Temple Menorah's congregation, has left a positive and permanent impact upon the City of Miami Beach. Accordingly, we, the undersigned, support co-naming 75 <sup>th</sup> Street between Dickens Avenue and Carlyle Avenue after Rabbi Mayer Abramowitz.
--	--

Printed Name	Signature	Address (Optional)	Date
Marsha Gilbert		1405 N. Biscayne Pt Rd	4/5/2018
Marissa Zarco		5740 N Bay RD 33140	4/5/2018
Robert Hoffman		2601 Mandarin Ave 33139	4/5/2018
MYLES GILBERT		1405 N. Biscayne Pt. Rd.	4/5/18
ZEDAIDA HABIF		1440 S. BISCAYNE PT RD M. BCH	4/5/18
Jeffrey Gilbert		1405 N. Biscayne Pt Rd	4/5/18
Martin Engelberg		6801 Collins Ave.	4/5/18
DANIEL ENGELBERG		6801 Collins Ave	4/5/18
Deborah Engelberg		6801 Collins Ave	4/5/18
Rachel Umiles		1424 S. Biscayne Pt Rd	4/8/18
Silvio Rodriguez		8010 Noremac Ave	4/8/2018
MAURICE SORIANO		1245 DAYTONIA RD	4/8/18
MICHAEL MENGHINI		1880 CLEVELAND RD	4/8/18
Era Tachner		1691 Daytonia Rd	4/8/18
Sally Stark / Karen Stauber		1501 Daytonia Rd	4/8/18
Stephen Glazer		1330 S. Bisc. Pt. Rd.	4/8/18
Sandra Edelman		1240 Cleveland Rd -	4/8/18



# Petition to Co-Name 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz

<b>Petition summary and background</b>	<p>Petition in support of co-naming 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz, who served as the Rabbi for Temple Menorah, located at 620 75<sup>th</sup> Street, for almost 40 years. The Rabbi's compassion and leadership, including his welcoming of hundreds of Cuban Jewish refugees into Temple Menorah's congregation, has left a positive and permanent impact upon the City of Miami Beach. Accordingly, we, the undersigned, support co-naming 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue after Rabbi Mayer Abramowitz.</p>
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[illegible]

# Petition to Co-Name 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz

## Petition summary and background

Petition in support of co-naming 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz, who served as the Rabbi for Temple Menorah, located at 620 75<sup>th</sup> Street, for almost 40 years. The Rabbi's compassion and leadership, including his welcoming of hundreds of Cuban Jewish refugees free of charge into Temple Menorah's congregation, has left a positive and permanent impact upon the City of Miami Beach. Accordingly, we, the undersigned, support co-naming 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue after Rabbi Mayer Abramowitz.

Printed Name	Signature	Address (Optional)	Date
Aliment		3456 N. Ave.	4/8/18
2nd Gold		4575 Nauticus Dr.	4/8/18
Deborah S Gold		4575 NAUTILUS DR	4/8/18
Nic Turetzky		4574 Nautilus Dr.	4/8/18
Pamela Turetzky		4574 Nautilus Dr	4/8/18
Nathan Katz		4545 Royal Palm	4/8/18
Rafael Katz		4545 Royal Palm Ave	4/8/18
Ellen Goldberg		4545 Royal Palm Ave	4/8/18
Caroline Schachter		4455 N Jefferson Ave	4/8/18
Jay Schachter		4455 N. Jefferson Ave	4/8/18
Elizabeth Bernan		4333 N. Jeff Ave	4/8/18
Ben Bergman		4333 N Jefferson Ave	4/8/18
David Markoe		4520 <del>Nautilus</del> Nautilus	4/8/18
Zoharah Markoe		4520 Nautilus Dr.	4/8/18
Talia Markoe		5255 Collins Ave Apt 4H	4/8/18
Arvid Markoe		5255 Collins Ave Apt 4H	4/8/18
Renee Bontal		4510 N. Jefferson Ave	4/8/18








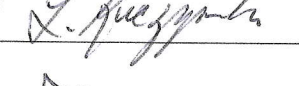





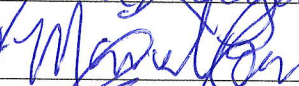




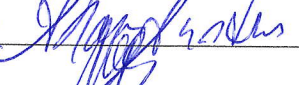

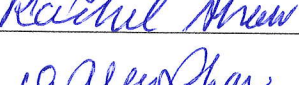
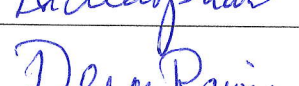


Printed Name	Signature	Address (Optional)	Date
Elaine Greenberg	Elaine Greenberg	4520 Post Ave	4/8/18
Gary J. Bomzer	Gary Bomzer	4510 N. Jefferson Ave	4-8-18
JEFFREY BOLTS	Jeff Bolts	4475 N JEFFERSON Ave	4/8/18
Julith Gibel	Julith Gibel	4475 N Jefferson Ave	4/8/18
DAVID Reinhardt	David Reinhardt	4595 N. Michigan Ave	4/8/18
Eli Oppenheimer	Eli Oppenheimer	4515 N. Jefferson Ave	4/8/18
Jamie Oppenheimer	Jamie Oppenheimer	4515 N. Jefferson Ave	4/8/18
ERIC GALBUT	Eric Galbut	4490 N Jefferson Ave	4/8/18
Sarit Galbut	Sarit Galbut	4490 N. Jefferson Ave	4/8/18
Simcha Galbut	Simcha Galbut	4490 N-Jefferson Ave	4/8/18
Eli HOCHNER	Eli Hochner	4454 ADAMS AVE	4/8/18
Yosef Hochner	Yosef Hochner	4454 Adams Avenue	4/8/18
SUSAN HOCHNER	Susan Hochner	4101 Pine tree dr #305	4/08/18
ARIEK HOCHNER	Ariek Hochner	4101 Pine tree dr #305	4/08/18
ANNIE DEUTSCH	Annie Deutsch	4454 ADAMS AVE.	4/8/18
MARCI HOCHNER	Marci Hochner	4454 Adams Ave	4/8/18
PERRY CIMER	Perry Cimer	4520 ADAMS Ave	4/8, 2018
SHARON CIMER	Sharon Cimer	4520 ADAMS Ave	4/8, 2018
WARREN GROSS	Warren Gross	4580 ADAMS Ave	4/8/2018
Holly GROSS	Holly Gross	4580 ADAMS Ave	4/8/2018
Ariel GROSS	Ariel Gross	4580 Adams Avenue	4/8/18
Yonatan Gross	Yonatan Gross	4580 Adams Ave	4/8/18

Printed Name	Signature	Address (Optional)	Date
Laurie Mitran	LC Mitran	5352 Lo <sup>MB FL 33140</sup> ore Dr	4/8/18
DAVID ORACHMAN	[Signature]	4326 POST AVE	4/8/2018
Man Birbaum	[Signature]	4444 Sh... Ave	4/8/18
Robert Gordon	[Signature]	3570 FLORIDA DR.	4/8/18
Eyal Friedman	[Signature]	4511 Sheridan Av.	4/8/18
Alan Eson	[Signature]	463 W 42 St	4/8/18
Myer Kuzler	[Signature]	4575 N Meridian St	4/8/18
Isaac Roszler	[Signature]	4575 N. Meridian Ave	4/8/18
DONALD BIXON	[Signature]	3490 Royal Palm Ave	4/8/18
GERARD TEPLER	[Signature]	4465 N Michigan Ave	4/8/18
Aliza Bixon	[Signature]	3490 Royal Palm Ave	4/8/18
Joanne Tepler	[Signature]	4465 Michigan	4/8/18
Jenny Tepler	[Signature]	4465 N Michigan Ave	4/8/18
Eliesser Lefkowitz	[Signature]	2990 Flamingo Dr.	4/8/18
MICHAEL LEFKOWITZ	[Signature]	2990 FLAMINGO DR	4/8/18
Terry Lefkowitz	[Signature]	2990 Flamingo Dr	4/8/18
Mona Abramowitz	Mona Abramowitz	4525 Nautilus	4/8/18
Abraham Gabor	[Signature]	3589 PINE TREE DR NW	4/8/18
Lawrence Ciment	[Signature]	3420 Chase Ave NW	4/9/18
Jediel Ciment	[Signature]	4101 GAZE TREE DR. NW FL 3340	4/9/18
Robert GALT	[Signature]	515 W 47 ST MB	4/9/18
ISAAC WEISS	[Signature]	820 W. 43 RD CT FL M. Bch FL 33140	4/9/2018



Printed Name	Signature	Address (Optional)	Date
<del>Shawana Whistles</del>	<del>[Signature]</del>	<del>4401 N 41<sup>st</sup> Ct.</del>	<del>4/8/18</del>
Bruce Rosenstear	[Signature]	4585 ALTON Rd.	4/8/18
EMILY ROSENSTEIN	[Signature]	4585 ALTON Rd	4/8/18
Alan Rauzin	Alan Rauzin	836 W 40 <sup>th</sup> St #2 MB	4/9/18
ERICA MEYER RAUZIN	Erica Meyer Rauzin	836 W 40 <sup>th</sup> St. #2 MB	4/9/18
Jennifer Mayer	[Signature]	4455 ADAMS Ave	4/9/18
HASKEL MAYER	[Signature]	4455 ADAMS AVE	4/9/18
JEFF FOX	[Signature]	270 W 35 <sup>th</sup> St	4/9/18
BARBARA SANDMANS	[Signature]	4550 N JEFFERSON MB	4/9/18
JEFF STERN	[Signature]	4396 Pine Tree Drive	4-9-18
J. JERRY SCHECHTER	J. Jerry Schechter	4400 PINE TREE DR	4/9/18
Nina Schechter	Nina Schechter	4400 Pine Tree Drive	4/9/18
Isaac Schechter	Isaac Schechter	4455 Jefferson Ave	4/9/18
AKIVA SCHECHTER	Akiva Schechter	4455 N. Jefferson Avenue	4/9/18
Marc Singer	Marc Singer	3460 Royal Palm Ave	4/9/18
Helena Tgra	Helena Tgra	3460 Royal Palm Ave	4/9/18
JANIS ROSZLER	Janis Roszler	4575 N. Meridian Ave	4/9/18
Joseph Sarna	Joseph Sarna	835 W 47 <sup>th</sup> St.	4/10/18
ALLAN JACOB	Allan Jacob	536 W 47 <sup>th</sup> St	4/11/18
Emilio Suster	[Signature]	525 W. 28 <sup>th</sup> St. MB FL.	4/10/18
Judd Lisquith	Judd Lisquith	4705 N. Michigan Ave	4/10/18
LESLIE TOBIN	[Signature]	4464 NAUTILUS DR.	4/10/18

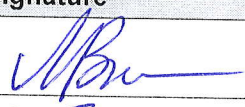


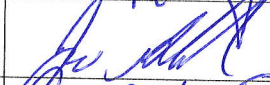

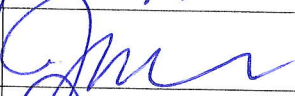
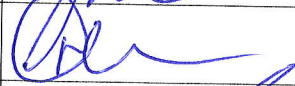
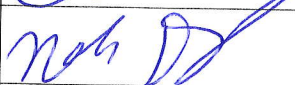



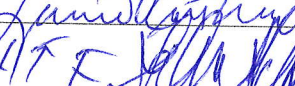
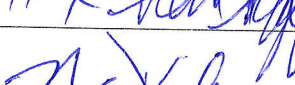
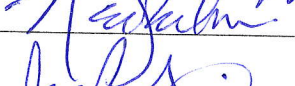
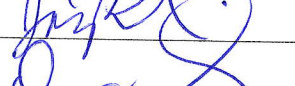



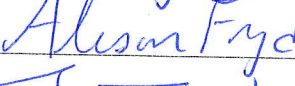
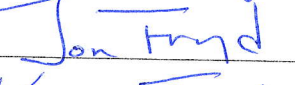
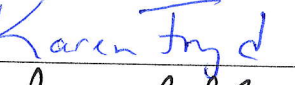
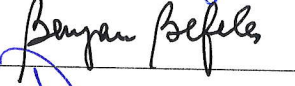


Printed Name	Signature	Address (Optional)	Date
MARCIA Herschne		4430 Pine Tree Drive MB	4/10/18
ELIAS HERSCHMANN		4430 Pine Tree Drive MB	4/10/18
ALAN PAUL		2514 Pinetree	4/15/18
David Mond		3127 Prairie Ave MB	4/15/18
Joseph Leuchter		4411 Nautilus Drive MB, FL	4/15/18
LAWRENCE KUCZYNSKI		4210 Altam RD. MB, FL	4/15/18
MARK STEW		1035 W. 46TH ST MB FL	4/15/18
Michele Stein		1035 W 46 ST MB FL 33140	4/15/18
Michael TOBER		4464 NAUTILUS DRIVE MB, FL 33140	4.15.18
ADAM BERGMAN		4501 NAUTILUS MB Beach, FL 33140	4/15/18
Lynne Bergman		4501 NAUTILUS MB Beach, FL 33140	4/15/18
ANITA KRIEGER		1354 CLEVELAND RD MIAMI BEACH 33141	4/15/18
MANOELA BURSTYN		2505 FLAMINGO DR 33140	4/15/18
IRA KRIEGER		1354 CLEVELAND RD 33141	4/15/18
STEPHANIE KRIEGER		1354 CLEVELAND RD 33141	4/15/18
GEO. GOLDRING		5055 Collins	"
Howard Schimmel		5255 Collins	4/15/18
Sharon Sanders		5005 Collins #412	4/15/18
Martene Schimmel		5255 Collins Ave	4/15/18
Rachel Shaw		3737 Indian Creek Dr	4/15/18
Dr ALLEN J. SHAW		3737 INDIAN CR DR	4/15/18
Dana Range		800 West Ave 628	4/17/18



Printed Name	Signature	Address (Optional)	Date
Sharon Goldring		5055 Collins Ave #60	4/15/18
Cookie Salzman		5255 Collins Ave. #15H	4/15/18
ARIANNA NANNI		5255 COLLINS AVE 4B	4/15/18
MAURICIO GLUCK		4510 PINE TREE DR MB	4/15/18
Steven Berkowitz		4425 N. Ridge Ave	4/15/18
Lea Kucawski		7300 Wayne Ave #344	4/15/18
Susan Ganz		4333 Adams Ave, MB	4/15/18
William Ganz		4333 Adams Ave MB	4/15/18
Neison Kargin		4520 N. Jefferson	4/15/18
Anna Kargin		" " "	"
HAROLD LITWIN		4101 Pine Tree Dr	4/16/18
Jeremy Goldstein		1405 W. 24th St. MB	4-16-18
Leonard Pen		4101 Pine Tree	4/16/18
Betty Behar		4500 Adams	4-16-18
David B. Smith		4538 Shadock Ave.	16 April 2018
JAY ENIS		4430 VILLAGE AVE	4/16/18
HARRY FRUTKIN		5255 Collins Ave 25	4/16/18
MARCOS LARIC		4465 W. Meridian Ave	4/16/18
James Frost		4600 Prairie Ave	4/16/18
	DAVID LANDERSMAN	585 WEST 50th ST	4/16/18
	David Landersman	316 W 47th St	4/16/18
	David Landersman	3615 PLYMOUTH ST.	4/16/18

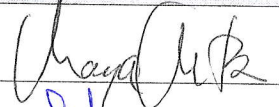
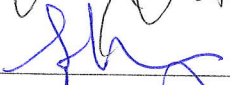
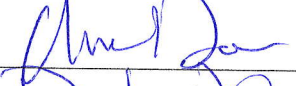
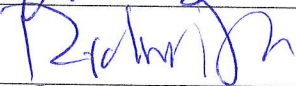
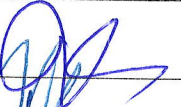

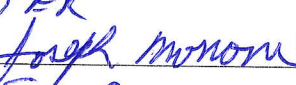






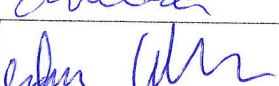
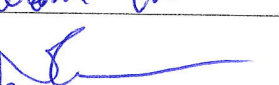




Printed Name	Signature	Address (Optional)	Date
Michael Birman		2401 Collins #505	4/16/18
Moti Gluck		4101 Pine Tree	4/16/18
Yosef Zemel		3121 PRAIRIE	4/16/18
Jonathan Gdansk		4320 N. Meridian Ave	4/18/18
Rachel Gdansk		4320 N Meridian Ave	4/18/18
Jary Remberg		3105 Sheridan Ave	4/18/18
Daniel Wasser		3455 Clark Avenue	4/18/18
Nahum Busowitz		4421 Nuthills Drive	4/22/18
Ari Bossewitch		4420 Adams Ave	4/22/18
Michael Abram		4508 Nuthills Drive	4/22/18
Laine Unger		4565 N Bay Rd	4/22/18
SOLOMON SEITZ		4443 Zepherman Ave	4/25/18
Neil Friedman		4445 Royal Palm Ave.	4/25/18
Jonathan Rubin		4541 N. Bay Rd	4/25/18
David Gray		3575 Fleming	
Brad Meltzer			5/9/18
Michael Fryd		109 Third Dilido Terr.	5/9/18
Alison Fryd		109 Third Dilido Terr.	5/9/18
Jon Fryd		1708 W 25th St	5/9/18
Karen Fryd		1708 W 25th St	5/9/18
BENJAMIN BEFFLER MD		9 Island Ave #614 NB 33159	5/10/18
David Abramowitz		4521 Nuthills Dr.	5/10/18



# Petition to Co-Name 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz

<b>Petition summary and background</b>	<p>Petition in support of co-naming 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz, who served as the Rabbi for Temple Menorah, located at 620 75<sup>th</sup> Street, for almost 40 years. The Rabbi's compassion and leadership, including his welcoming of hundreds of Cuban Jewish refugees free of charge into Temple Menorah's congregation, has left a positive and permanent impact upon the City of Miami Beach. Accordingly, we, the undersigned, support co-naming 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue after Rabbi Mayer Abramowitz.</p>
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Printed Name	Signature	Address (Optional)	Date
MAYA MATIZ		221 28 <sup>th</sup> St. M.B.	4/19/18
Stephen Cypen		3340 <del>Stet</del>	5/10/18
Hyson Daar			5/10/18
Richard Dorcer			5/10/18
Janet Sma		4330 Nautilus	5-10-18
David Derman		4195 N. Bay Rd.	5/11/18
JOSEPH MORRONE <small>PAINTER</small>		4141 NAUTILUS	5/11/18
Sal Behar		4500 Adams Ave	5/11/18
RACHEL ABRAMOWITZ		1330 Cleveland Rd	5/11/18
MARK BERGER		4510 N. MICHIGAN	5/13/18
Daniel Isaac		4330 Nautilus	5/13/18
Aviel Raab		353 W 47 <sup>th</sup> St. #3B	5/13/18
Lee D. Goldberg		4465 N. Jefferson	5/13/18
Emmanuel Wolloch		4495 Nautilus Drive	5/13/18
ALEXANDER WOLOCH		4495 NAUTILUS DRIVE	5/13/18
Norman Goldwasser		4545 Nautilus Ct	5/13/18
ARTIE UNGER		4565 N. Bay Rd	5/13/18





# Petition to Co-Name 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz

Petition summary and background	<p>Petition in support of co-naming 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz, who served as the Rabbi for Temple Menorah, located at 620 75<sup>th</sup> Street, for almost 40 years. The Rabbi's compassion and leadership, including his welcoming of hundreds of Cuban Jewish refugees free of charge into Temple Menorah's congregation, has left a positive and permanent impact upon the City of Miami Beach. Accordingly, we, the undersigned, support co-naming 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue after Rabbi Mayer Abramowitz.</p>
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Printed Name	Signature	Address (Optional)	Date
GARY LYNN		4703 N. Bay Rd Miami Beach, FL	4/8/18
Pennington Beal		4703 N Bay Rd	4/8/18
Jake Oppenheim		4101 Pine Tree Dr Apt 117 Miami Beach FL 33140	4/8/18
Zahava Schwartz		4101 Pine Tree Dr Apt 117 Miami Beach, FL 33140	4/8/18
Norma Betz		4101 Pine Tree #612 M.B. FL 33140	4/8/18
Alexander Rosner		4101 Pine Tree Drive Miami Beach, FL 33140	4/8/18
EVA ROSNER		4101 Pine Tree Drive MIAMI BEACH FL 33140	4/8/18
Bruni Lang		4101 Pine Tree Dr Apt 477 Miami Beach, FL 33140	4/8/18
Beir Lang		4101 Pine Tree Dr M.B. 33140	4/8/18
SANDRA JACOB		536 W. 47 St. M.B. 33140	4-8-18
MIRIAM OPPENHEIMER		4101 PINE TREE DRIVE MIAMI BEACH, FL 33140	4-8-18
David Oppenheimer		4101 Pine Tree Dr Miami Beach, FL 33140	4-8-18
Linda Bogin		4300 Royal Palm	4-8-18
Barry Bogin		4300 Royal Palm Ave	4/8/18
Sharon Hollander		4525 N. Maryland Ave	4/8/18
Abby Rubin		4541 N. Bay Rd.	4/8/18
Beji Rubin		4541 N. Bay Rd.	4/8/18



# Petition to Co-Name 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz

Petition summary and background	<p>Petition in support of co-naming 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz, who served as the Rabbi for Temple Menorah, located at 620 75<sup>th</sup> Street, for almost 40 years. The Rabbi's compassion and leadership, including his welcoming of hundreds of Cuban Jewish refugees free of charge into Temple Menorah's congregation, has left a positive and permanent impact upon the City of Miami Beach. Accordingly, we, the undersigned, support co-naming 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue after Rabbi Mayer Abramowitz.</p>
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Printed Name	Signature	Address (Optional)	Date
Elaine Ross	Elaine Ross	9 Island Ave 414	4-9-2018
MERRI MANN	Merri Mann	11 Island Ave <sup>MB</sup>	4-9-2018
ESTHER BERMAN	Esther Berman	2115 N. Bay Rd.	4-9-2018
Roger Berman	Roger Berman	2115 N. Bay Rd.	4-9-2018
Lillian Libhaber	L. Libhaber	745 N. Shore Dr.	4-9-2018
SARA ROZENBERG	S. Rosenberg	5238 Collins Ave.	4/9/18
Esther Litvin	Esther Litvin		4/9/18
William L. Huch	William L. Huch		4/9/18
Marta Olchaj	MARTA OLCHAJ	9341 Collins Ave	4/9/18
ARMANDO ARON	Armando Aron		4/9/18
Hana Waisel	Hana Waisel	107 W Riva Alto <sup>2e.B</sup>	4/9/18
THOMAS WEISS	Thomas Weiss	4525 PINETREE DR.	4/10/18
RHONDA WEISS	Rhonda Weiss	4525 PINETREE DR.	4-10-18
ROSALIND DOMBOFF	Rosalind Dombog	4001 Pine Tree Dr	4-10-18
ROBERT SAA	Pipo SAA	4530 Chase Ave	4/10/18
Rita Galbut	Rita Galbut	515 W 47 <sup>th</sup> St.	4-10-18
Rera Turoff	Rera Turoff	4500 Pine Tree Dr	4-10-18
Norman Turoff	Norman Turoff	4500 Pine Tree Dr	4-10-18



PRINT	SIGN	ADDRESS	DATE
Judith Herman	Judith Herman	4550 North Bay Miami Beach FL 33140	4/8/18
DAHLIA OPPENHEIMER	Dahlia Oppenheimer	4645 N. Bay Rd MB B 33140	4/8/18
STEVEN OPPENHEIMER	Steven Oppenheimer	4645 N. Bay Rd MB FL 33140	4/8/18
Helene Berkovitch	Helene Berkovitch	4434 N Bay Rd MB FL 33140	4/9/18
Claudio Spaul	Claudio Spaul	2908 Flamingo Dr MB FL 33140	4/9/18
Helen Ciment	Helen Ciment	3420 Chase Ave MB	4/9/18
Talia Newfield	Talia Newfield	3487 Chase Ave	4/19/18
Joan Ciment	JOAN CIMENT	4925 Collins Ave	4-9-18
Sam Gurfinkel	Sam Gurfinkel	4620 Pine tree Dr.	4-9-18
Rose Gurfinkel	Rose Gurfinkel	4620 Pine tree Dr.	4/9/18
VIVIAN GLUCK	Vivian Gluck	4510 PINE TREE DR	4-9-18
SARA GOTTLIEB	Sara Gottlieb	2995 Flamingo Dr.	4-9-18
Daniela Folk	Daniela Folk	4101 Pine Tree Dr.	4/9/18
ESTHER MIZRAH	Esther Mizrahi	4015 N. meridian Ave APT 2	4/9/18
Alice Manaster	Alice Manaster	651 W. 47 ST	4/9/18
Joshua Manaster	Joshua Manaster	651 W 47 ST	4/9/18
Talia Lament	Talia Lament	46d N. meridian Ave	4/9/18
Tamara Nixon	Tamara F Nixon	4646 N Bay Rd.	4/9/18
Daniel D Nixon	Daniel D Nixon	4646 N Bay Rd	4/9/18
ALFRED MINGEL	Alfred Mingel	4550 Adams Ave	4/9/18
FRED MINGEL	Fred Mingel	4550 Adams Ave	4/9/18
Rosalie Altman	Rosalie Altman	10 Venetian Way	4/9/18
Steven Meir	Steven Meir	4101 Pine Tree Dr	4/9/18

Printed Name	Signature	Address (Optional)	Date
BARBARA SHAPIRO	B Shapiro	3711 Prairie Ave m. B. Ill.	4/19/18
ELIZABETH GROSSMAN	Elizabeth Grossman	4101 Pinetree Dr	4/19/18
LAURIE MILLER	Laurie Miller	2875 Faergrova Dr.	4/19/18
GILDA BURSTEIN	Gilda Burstein	3014 Pine Tree Dr	4/19/18
JACK BURSTEIN	Jack Burstein	3014 Pine Tree Dr	4/19/18
Gene Sabo	Gene Sabo	5045 North Bay Rd	4-19-2018
Joel Koenigsberg	Joel Koenigsberg	4775 N. Bay Rd	4/17/18
Mati Deutsch	Mati Deutsch	4465 Adams Ave	4/17/18
Susan Ottensmeyer	Susan Ottensmeyer	4101 Pinetree Dr	4/17/18
Ann Lebowitz	Ann Lebowitz	4601 N. Meridian Ave	4/17/18
Alex Lebowitz	Alex Lebowitz	4601 N. Meridian Ave	4-17-18
Ronabe Galbot	Ronabe Galbot	5225 Collins Ave	
Sharon Ciment	Sharon Ciment	4520 Collins Ave	4-17-18
Seymour S. Feld	Seymour S. Feld	611 W. 28th St.	4/17/18
Julie Feld	Julie Feld	611 W. 28th St	4/17/18
Manlyn Gray	Manlyn Gray	3575 Flamingo Dr.	4/17/18
Ivana Gray	Ivana Gray	3575 Flamingo Dr.	4/17/18
RUSSELL GALBOT	Russell Galbot	800 FIRST STREET	4/17/18
Benjamin Rozenski	Benjamin Rozenski	5255 Collins Ave #70	
Teen Greenbaum	Teen Greenbaum	4101 Pinetree Dr	4/17/2018
Milton Ottensmeyer	Milton Ottensmeyer	4101 Pinetree Dr	4/17/18



Printed Name	Signature	Address (Optional)	Date
MINDY ROBBIN		875 W. 47 <sup>th</sup> St. <sup>MS</sup>	4.17.18
Mimi Kuczyński		4210 Alton Rd.	4-17-18
DAN GALT		5959 611th	4/18/18
Rachel Wasserman		4140 N. Meridian Ave	4/17/18
MARTIN WASSERMAN		2363 N. MERIDIAN AVE	4/17/18
DEBORAH WASSERMAN		2363 N. MERIDIAN AVE	4/17/18
Elana Galt		4236 Alton Road	4/17/18
Daniel Miller		4236 Alton Road	4/17/18
ELI <sup>WEBERMAN</sup> ISRAEL		900 W 43 <sup>rd</sup> CT	4/7/18
PRAVY WEBER		900 W. 43 <sup>rd</sup> CT	4/18/18
Ethan Wasserman		4140 Meridian Ave, Apt 2	4/18/18
Daniel Newman		4747 Collins Ave #902	4/18/18
ABBEY BERKOWITZ		4434 N. Bay Rd	4/17/18
MAURICE GALT		4385 Pine Tree Dr	4/17/18
ELISSA CHEN		3456 PARK AVE	4/17/18
Ari Newman		4634 Alton Rd	4/17/18
Paul Kenick		4775 N. Bay Rd.	4/17/18
MARK Pomper		565 W. 47 <sup>th</sup> ST., N. 2nd St. <sup>AP. 17, 18</sup>	AP. 17, 18
SUZY POMPER		505 W. 47 <sup>th</sup> ST. <sup>MS</sup>	4/17/18
JACK LEVINE		4390 Pine Tree	4/17/18
Susan Levine		4390 Pine Tree Dr	4/17/18
DR. VICTOR SAGAL		5045 N. Bay Rd	4/17/18



## Petition to Co-Name 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz

### Petition summary and background

Petition in support of co-naming 75<sup>th</sup> Street between Dickens and Carlyle Avenues after Rabbi Mayer Abramowitz, who served as the Rabbi for Temple Menorah, located at 620 75<sup>th</sup> Street, for almost 40 years. The Rabbi's compassion and leadership, including his welcoming of hundreds of Cuban Jewish refugees free of charge into Temple Menorah's congregation, has left a positive and permanent impact upon the City of Miami Beach. Accordingly, we, the undersigned, support co-naming 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue after Rabbi Mayer Abramowitz.

Printed Name	Signature	Address (Optional)	Date
ALFRED TURNER	<i>Alfred Turner</i>	7850 Byron Ave	4/24/18
Bernard Goldberg	<i>Bernard Goldberg</i>	1440 Cleveland Rd	4/24/18
Joselyn Linn	<i>Joselyn Linn</i>	8040 NORWICH AVE	4/24/18
ELIAS MITRANI	<i>Elias Mitrani</i>	1711 CLEVELAND RD	4/24/18
Josh Kunin	<i>Josh Kunin</i>	2962 Altos Rd	4/24/18
SAUL KOZOLCHYK	<i>Saul Kozolchik</i>	1655 Daytonia Rd	4/24/18
ISAAC FRANCO	<i>Isaac Franco</i>	330 N. Hibiscus Dr.	4/24/18
Howard Ziff	<i>Howard Ziff</i>	7800 Abbott Ave	4/24/18
Jaimie Cowan	<i>Jaimie Cowan</i>	1045 Fanny Drive	4/24/18
JOSE SCHWARTZ	<i>Jose Schwartz</i>	1345 Daytonia Rd	4/25/18
Pauline K Buck	<i>Pauline K Buck</i>	1735 Daytonia Rd	4/25/18
ISAAC EPENBAUM	<i>Isaac Epenbaum</i>	2720 NORWICH AVE	4/25/18
Rosalind Lanes	<i>Rosalind Lanes</i>	5945 Pine Tree Dr.	4/25/18
Amber Almsco	<i>Almsco</i>	7440 Byron ave	4/25/2018
Claudia Rowca	<i>Claudia Rowca</i>	2025 Celoris Dr #1	4/25/2018
HAZEL BEN AVI	<i>Hazel Ben Av</i>	1560 CLEVELAND RD	4/25/2018
Morris Aron	<i>Morris Aron</i>	2401 Collins Ave Apt 1805	



Printed Name	Signature	Address (Optional)	Date
Dolores Order	Dolores Order	2401 Collins Av. M.B.	FL 4/25/18
STEWART MIRMELLI	Stewart Mirmelli	11-F 1750 JAMES AVE., M.B.	4/26/18
RAUL GORFINUEI	Raul Gorfinuei	675 So. Shore DR M.B.	4/26/18
Aaron Buck	Aaron Buck	1735 Daytonia rd	4/26/18
SILVIA ROTBART	Silvia Rotbart	1075 CLEVELAND RD	4/27/18
Ragina Behar	Ragina Behar	1570 Stillwater Dr.	4/27/18
JONATHAN NITKIN	Jonathan Nitkin	321 E. SAN MARINO DR	4/26/18
LANCE KACZUB	Lance Kaczub	733 W 51 <sup>st</sup> ST.	4/30/18
Lisa Kusze	Lisa Kusze	7300 Wayne Ave #503, M.B.	5/2/18
CANDIDO GONZALEZ	Candido Gonzalez	7620 CARLYLE AV 903	5/2/18
Ron Kusze	Ron Kusze	7300 Wayne Ave 503	5/4/18
Suzy Linn	Suzy Linn	8040 Noremac Ave. M.B.	5/9/18
Martelle Gurne	Martelle Gurne	1045 Fairway E	5/10/18
Jamie Fung	Jamie Fung		
Al Rik	Al Rik	330 N. Hibiscus Dr	5/10/18
Alexander Teichner	Alexander Teichner	11091 Daytonia	5/10/18
Minim Zimlich	Minim Zimlich	7300 Wayne Avenue #207	5/10/18
Evelyn Cotten	Evelyn Cotten	605 West 46 St M.B. 33140	5/10/18



The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
AND CARLYLE AVENUES IN MIAMI BEACH IN MEMORY OF RABBI MAYER  
ABRAMOWITZ

Dear Mayor and Commissioners of the City of Miami Beach:

I am writing this letter in support of the co-naming of 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue after Rabbi Mayer Abramowitz, who served as the Rabbi for Temple Menorah, located at 620 75<sup>th</sup> Street, Miami Beach, FL, from 1951 until 1989, and remained at the Temple as Rabbi Emeritus for another twenty years thereafter. Throughout the course of his tenure, Rabbi Abramowitz acted as a friend, leader and inspiration for countless families and individuals throughout Miami Beach.

In the early 1960s, Rabbi Abramowitz opened Temple Menorah's congregation for free to hundreds of Cuban Jewish refugees who arrived penniless in the United States. This virtuous act provided a spiritual home to otherwise displaced families and a sense of community and belonging to those who needed it most. Rabbi Abramowitz dedicated his life to helping those less fortunate, and helped shape Miami Beach into its present day character as a result. Known as "Sunshine" to his congregation and "The Father of the Cuban Jewish Community" at large, Rabbi Abramowitz will be remembered as a beacon of joy and benevolence for all those who interacted with him.

Accordingly, I support naming the block of 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue in honor of Rabbi Mayer Abramowitz.

2060 Biscayne Blvd. - Second Fl  
Miami, FL 33137

Address (Optional)

Norman Braman

Print Name



Signature

5/11/2018

Date

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
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I support naming the block of 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue in honor of Rabbi Mayer Abramowitz, a great American leader.

3005 Flamingo Drive  
Miami Beach  
\_\_\_\_\_  
Address (Optional)

Leonard Wien  
\_\_\_\_\_  
Print Name

  
\_\_\_\_\_  
Signature

05/9/2018  
\_\_\_\_\_  
Date

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
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ABRAMOWITZ


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Accordingly, I support naming the block of 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue in honor of Rabbi Mayer Abramowitz.

3150 SW 38th Avenue  
Suite 530  
Miami, FL 33146  
Address (Optional)

Michael M. Adler  
Print Name  
  
Signature  
05/11/2018  
Date



The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
AND CARLYLE AVENUES IN MIAMI BEACH IN MEMORY OF RABBI MAYER  
ABRAMOWITZ

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Accordingly, I support naming the block of 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue in honor of Rabbi Mayer Abramowitz.

240 Zoe Way  
Miami Beach, FL 33141

Address (Optional)

Brian L. Bilzin  
Print Name

  
Signature

5/11/18  
Date

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>th</sup> STREET BETWEEN DICKENS  
AND CARLYLE AVENUES IN MIAMI BEACH IN MEMORY OF RABBI MAYER  
ABRAMOWITZ

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\_\_\_\_\_  
\_\_\_\_\_  
Address (Optional)

*Amy N. Dean*  
Signature

*Chair, Greater Miami Jewish Federation*  
Date *May 11, 2018*

\_\_\_\_\_  
Print Name

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
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13724 SW 104 Ct  
MIAMI FL 33176  
Address (Optional)

JACOB SOLOMON  
Print Name  
Signature  
5/11/18  
Date

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
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4925 Collins Ave  
Miami Beach, FL  
\_\_\_\_\_  
Address (Optional)

  
\_\_\_\_\_  
Signature  
4/9/18  
\_\_\_\_\_  
Date

NORMAN CIMENT  
\_\_\_\_\_  
Print Name



The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
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Accordingly, I support naming the block of 75<sup>th</sup> Street between Dickens Avenue and Carlyle Avenue in honor of Rabbi Mayer Abramowitz.

1405 Bay Dr, Miami Beach

Address (Optional)

Ezra Kassin

Print Name



Signature

4/9/18

Date

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
AND CARLYLE AVENUES IN MIAMI BEACH IN MEMORY OF RABBI MAYER  
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3605 Flamingo Dr.  
M. B. R 33140  
\_\_\_\_\_  
Address (Optional)

Robin Jacob  
Signature  
April 9, 2018  
Date

Robin Jacob  
Print Name

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
AND CARLYLE AVENUES IN MIAMI BEACH IN MEMORY OF RABBI MAYER  
ABRAMOWITZ

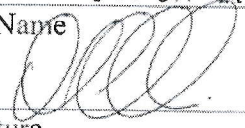
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1601 W. 28 ST.  
MIAMI BEACH, FL 33140  
Address (Optional)

DAVID LOMBARDI  
Print Name  
  
Signature  
5/8/18  
Date

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
AND CARLYLE AVENUES IN MIAMI BEACH IN MEMORY OF RABBI MAYER  
ABRAMOWITZ

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\_\_\_\_\_  
\_\_\_\_\_  
Address (Optional)

Brian Lombardi

Print Name



Signature

5/9/18

Date



The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
AND CARLYLE AVENUES IN MIAMI BEACH IN MEMORY OF RABBI MAYER  
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1900 Liberty Ave #d08  
Miami Beach, 33139  
Address (Optional)

Justin Vance  
Print Name  
Signature  
5/9/18  
Date

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
AND CARLYLE AVENUES IN MIAMI BEACH IN MEMORY OF RABBI MAYER  
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20 Island Ave  
Apt 807  
Miami Beach, FL 33139  
Address (Optional)

Daniel Lombardi  
Print Name  
  
Signature  
5/9/18  
Date

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
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\_\_\_\_\_  
\_\_\_\_\_  
Address (Optional)

Shari Lombardi  
Print Name  
\_\_\_\_\_  
Signature  
5/9/18  
\_\_\_\_\_  
Date



The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
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1201 20<sup>th</sup> St # P45  
Miami Beach, FL 33139

Address (Optional)

Susan London  
Print Name

Susan London  
Signature

4/9/18  
Date



The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
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1201 20<sup>th</sup> St #PH5  
Miami Beach FL 33139

Address (Optional)

Benjamin Loran  
Print Name

[Signature]  
Signature

4/9/18  
Date

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

Re: LETTER IN SUPPORT OF CO-NAMING 75<sup>TH</sup> STREET BETWEEN DICKENS  
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645 W. 51 St. Miami Beach

Address (Optional)

Russell Koonin

Print Name



Signature

4/9/18

Date

The Mayor and City Commission of the City of Miami Beach  
1700 Convention Center Drive, 4<sup>th</sup> Floor  
Miami Beach, FL 33139

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\_\_\_\_\_  
\_\_\_\_\_  
Address (Optional)

Sherley Niceley Goff  
Print Name

  
Signature

5/15/18  
Date

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING MOVING FORWARD WITH AN ART INSTALLATION THAT CELEBRATES DIVERSITY IN OUR COMMUNITY, AS REQUESTED BY THE LGBTQ ADVISORY COMMITTEE**

---

### **KEY INTENDED OUTCOME:**

Enhance Cultural and Recreational Activities

### **HISTORY:**

On May 17, 2017, a discussion item was placed on the City Commission meeting agenda regarding a public art installation that celebrates diversity in our community, as requested by the LGBTQ Advisory Committee. The item was referred to the Art in Public Places Committee.

On November 21, 2017, the Art in Public Places Committee met and reviewed the request, per referral from the City Commission, to discuss a public art installation that celebrates diversity in our community as requested by the LGBTQ Advisory Committee. The Art in Public Places Committee made a unanimous motion to defer the item until a funding source and funding amount is identified and provided to the Art in Public Places Committee.

### **ANALYSIS:**

At the April 11, 2018 City Commission meeting, a dual referral was placed by Vice-Mayor Micky Steinberg to the Neighborhood/Community Affairs Committee and the Finance and Citywide Projects Committee to discuss moving forward with an art installation that celebrates diversity in our community, as requested by the LGBTQ Advisory Committee.

### **CONCLUSION:**

Staff is looking for further direction from the Committee regarding a potential location for the art installation, noting that a funding source has as of yet not been determined.



# MIAMI BEACH

## **COMMITTEE MEMORANDUM**

**TO:** Neighborhood/Community Affairs Committee Members

**FROM:** Jimmy L. Morales, City Manager

**DATE:** May 22, 2018

**SUBJECT: DISCUSSION REGARDING QUALITY EDUCATION IN MIAMI BEACH TO  
CONSIDER THE IMPLEMENTATION OF THE ACTIVE SHOOTER AWARENESS  
PROGRAM (ASAP) IN MIAMI BEACH SCHOOLS**

---

### **HISTORY:**

At the April 11, 2018 Commission meeting, item C4 AE dually referred the implementation of the Active Shooter Awareness Program (ASAP) in Miami Beach public schools to the Neighborhood/Community Affairs Committee and the Committee for Quality Education in Miami Beach. The Committee for Quality Education reviewed the program on April 24, 2018 at their monthly meeting and made the following motion:

The Committee for Quality Education requests the Miami Beach Mayor and Commission review the offer made by VOLO Group (Active Shooter Awareness Program) and share it (if interested) with Miami-Dade County Public Schools and private schools located in Miami Beach.

The Committee for Quality Education urges the Mayor and Commission to support the above request.

The item is being referred to the NCAC for further discussion and consideration.

### **ANALYSIS:**

The item is being referred to the NCAC for further discussion and consideration. Information regarding the program is provided in the attached documents.

### **CONCLUSION:**

Review the item for consideration of sharing with Miami-Dade County Public Schools and/or private schools located in Miami Beach.

### **ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
<input type="checkbox"/> VOLO ASAP	Other
<input type="checkbox"/> ASAP Quote	Other



## Active Shooter Awareness Program A.S.A.P - Frequently Asked Questions

### How fast can we implement the solution?

In most cases the basic VOLO ASAP solution can be implemented within 48 hours of placing the order, however the solution can be implemented in as little as one hour. Custom solutions can take as long as 30 days.

### Are there any additional costs?

Your basic ASAP subscription comes with everything you need and there are no additional fees. Clients opting for custom solutions may incur additional fees. Please see fee schedule.

### How do I access my ASAP solution?

VOLO ASAP includes a web interface and smart phone application. The web interface can be accessed from any web browser and is used for managing your account. The smartphone app is available in both the Apple App Store and Google Play.

### Are there required resources?

There are no additional required resources to use VOLO ASAP.

### What additional options are available?

VOLO provides dozens of options for customizing the ASAP package. Additional options include hardware-based panic buttons as well as IoT integration with alarm systems, automatic doors, or virtually anything that is internet ready.

### What happens when panic is launched?

Every employee and local authorities are instantly notified via automated voice call, text message, email alert, desktop pop-up and push notifications. VOLO's enterprise-grade network is capable of sending

thousands of simultaneous communications. Every client specifies their panic scenario communication list.

### What sort of training is available?

Training is designed to be both quick and easy. System administrators are trained to use VOLO in one thirty minute session. Learning how to install and use the app can take as little as fifteen minutes.

Included in each VOLO ASAP subscription are best practices, which include quarterly drills for the entire staff.

### Does VOLO provide a user guide?

Yes, VOLO ASAP includes a user guide for the both the administrative website as well as the smart phone application.

### What sort of contract is required?

VOLO ASAP is a three year term.

### What exactly are we buying?

You are licenesing access to the most sophisticated enterprise-grade messaging and response platform available. Each ASAP account includes five key features. [Click here to view our brochure.](#)

### Is there ongoing support available?

VOLO provides ongoing web-based support as well as updated best practices and drill support.

### Does VOLO offer custom solutions?

YES. Although the basic ASAP package is highly capable, some larger clients may require custom solutions. Contact VOLO Sales for more information.

### How does it all work?

VOLO is an enterprise-level emergency response and communication platform. VOLO ASAP works by combining a series of proactive and reactive systems to help report and prevent active-shooters and increase response times and awareness during an active-shooter event.

## What is Tip Center?

Tip Center is an intelligent multimedia tip reporting system.



## Price Quote

For: Leslie Rosenfeld  
 4/20/2018

By: Mitch Rothstein  
 Account Executive  
 386-676-0326

Item Description	Quantity	Cost
<b>Anonymous Toll-Free Hotline</b> Toll-free number that can allow students and teachers to anonymously report suspicious activity and forward that information to both faculty and law enforcement immediately.	1	Included
<b>Panic Button</b> Arm your entire staff with the ability to trigger an emergency panic scenario with the click of a button. Scenarios can simultaneously alert the police, security, other staff, and anyone else via a variety of means including SMS, voice call, and email.	1	Included
<b>Emergency Check-In / Status Update</b> Monitor locations of faculty while on school property with geo-fenced location tracking. Allow teachers to send location pins for critical events and check in for additional assistance. Panic button locations are also trackable in real-time.	1	Included
<b>Threat Location Identification</b> Pinpoint threats via map-based staff reporting. Track the status of threats and alerts in real-time and instantly forward critical information to those in harm's way and law enforcement simultaneously.	1	Included
<b>Desktop Popup Alerts</b> Allow every staff computer in the entire building to receive immediate pop up alerts with detailed information and instructions during emergency situations.	1	Included
Price Quote is valid for nine (9) months from date issued. Quote is subject to execution of a five-year agreement with the option to renew. VOLO is offering two Miami Dade schools to be selected at Client discretion to use the ASAP service at no cost for a period of up to five years so long as Client applies for the available grants. If qualified, the schools would be required to purchase the system at full quote cost when approved funding becomes available.	Annual Cost:	\$100/ea

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION TO EXPLORE PURCHASING NEW STREET SIGNS FOR MIAMI BEACH**

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**ANALYSIS:**

Discussion at Committee.

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING THE USE OF MOTORCYCLE PARAMEDICS IN  
MIAMI BEACH TO REDUCE MEDICAL RESPONSE TIMES DURING HEAVY  
TRAFFIC, WHICH CAN INCREASE SURVIVAL RATES FOR PATIENTS**

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**ANALYSIS:**

Discussion at Committee.

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AMENDING CHAPTER 62 OF THE CITY CODE, ENTITLED "HUMAN RELATIONS," BY CREATING ARTICLE VI THEREOF, TO BE ENTITLED "PROTECTION OF HOTEL AND HOSTEL EMPLOYEES FROM ASSAULT AND SEXUAL HARASSMENT," TO PROVIDE REGULATIONS REGARDING THE PERSONAL SAFETY OF CERTAIN HOTEL AND HOSTEL EMPLOYEES; PROVIDING FOR ENFORCEMENT AND PENALTIES; AND PROVIDING FOR REPEALER, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE**

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### **HISTORY:**

The above-referenced revised and streamlined Ordinance is submitted for consideration by the Neighborhood/Community Affairs Committee. This revised Ordinance addresses comments expressed at the April 11, 2018 City Commission meeting, which resulted in this matter being referred back to this Committee.

The new draft Ordinance requires hotel and hostel employers to: a) provide a panic button or notification device to certain hotel or hostel employees (to be effective October 1, 2019); b) place a sign on the inside of each guest room door notifying guests that a panic button/notification device has been provided to such employees; and, c) submit an affidavit with their annual BTR renewal stating that they are in compliance with the above requirements. Civil fines will be imposed for violations of the above requirements.

### **ATTACHMENTS:**

Description	Type
☐ Protection of Hospitality Employees Ordinance	Ordinance
☐ FRLA Miami-Dade Chapter Letter to Miami Beach Mayor and Commissioners Panic Device 5-21-2018	Memo



ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AMENDING CHAPTER 62 OF THE CITY CODE, ENTITLED “HUMAN RELATIONS,” BY CREATING ARTICLE VI THEREOF, TO BE ENTITLED “PROTECTION OF HOTEL AND HOSTEL EMPLOYEES FROM ASSAULT AND SEXUAL HARASSMENT,” TO PROVIDE REGULATIONS REGARDING THE PERSONAL SAFETY OF CERTAIN HOTEL AND HOSTEL EMPLOYEES; PROVIDING FOR ENFORCEMENT AND PENALTIES; AND PROVIDING FOR REPEALER, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.**

**WHEREAS**, hotel and hostel employees are vital contributors to the community of the City of Miami Beach, and the hospitality industry is a profitable and important component of the City’s economy that receives substantial taxpayer support; and

**WHEREAS**, due to the unique nature of their work, including work performed alone (or alone with a guest) in a guest room, certain hotel and hostel employees are subjected to a higher risk of harassment and violence on the job; and

**WHEREAS**, as a vast majority of hotel and hostel employees are women, the safety and harassment risks within the hospitality industry are of greater concern; and

**WHEREAS**, by adopting certain workplace safety protections, the hospitality industry can improve the personal safety and security of hotel and hostel employees; and

**WHEREAS**, the City has determined that it is appropriate and necessary to protect employees in the hospitality industry from assault and sexual harassment; and

**WHEREAS**, the proposed regulations promote the public health, safety, and welfare of the City, and should be adopted to accomplish the above objectives.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AS FOLLOWS:**

**SECTION 1.** Chapter 62 of the Code of the City Miami Beach is hereby amended to create Article VI thereof, to be entitled “Protection of Hotel Employees from Assault and Sexual Harassment,” as follows:

**CHAPTER 62  
HUMAN RELATIONS**

\* \* \*

**Article VI. Protection of Hotel and Hostel Employees from  
Assault and Sexual Harassment.**

**Sec. 62-204. Legislative intent.**

The legislative intent of this article is to protect certain hotel and hostel employees in the hospitality industry from violent assault, including sexual assault, and sexual harassment, Hotel and hostel employees often work alone (or alone with a guest) in a guest room or restroom, placing the employees at risk of violent assault, including sexual assault, and sexual harassment.

**Sec. 62-205. Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

“Guest” means any invitee to a hotel or hostel, including registered guests, persons occupying guest rooms with registered guests, visitors invited to guest rooms by a registered guest or other occupant of a guest room, persons patronizing food or beverage facilities provided by the hotel or hostel, or any other person whose presence at the hotel or hostel is permitted by the hotel or hostel employer. The term “guest” does not include employees.

“Guest room” means any room made available by a hotel or hostel for overnight occupancy by guests.

“Hotel or hostel employer” means any person, including a corporate officer or executive, who directly or indirectly or through an agent or any other person, including through the services of a temporary service or staffing agency or similar entity, employs or exercises control over the wages, hours, or working conditions of any employee, and who owns, controls, and/or operates a hotel or hostel in the City of Miami Beach; or a person who employs or exercises control over the wages, hours, or working conditions of any person employed in conjunction with a hotel or hostel employer in furtherance of the provision of lodging and other related services for the public.

“Hotel or hostel employee” or “employee” means any natural person who works full-time or part-time at a hotel or hostel for or under the direction of the hotel or hostel employer, or any subcontractor of the hotel or hostel employer, for wages or salary or remuneration of any type under a contract or subcontract of employment, whether express or implied.

“Panic button” or “notification device” means a portable emergency contact device that is designed so that an employee can quickly and easily activate such button or device to effectively summon prompt assistance to the employee’s location by a hotel or hostel security officer, manager or other appropriate hotel or hostel staff member designated by the hotel or hostel employer.

“Person” means an individual, corporation, partnership, limited partnership, limited liability partnership, limited liability company, business trust, estate, trust, association, joint venture, agency, instrumentality, or any other legal or commercial entity, whether domestic or foreign.

“Restroom” means any room equipped with toilets.

“Sexual harassment” means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when submission to or rejection of this conduct explicitly or implicitly affects an individual’s employment, unreasonably interferes with an individual’s work performance, or creates an intimidating, hostile, or offensive work environment.

**Sec. 62-206. Requirement to provide panic button or notification device to certain employees.**

Each hotel or hostel employer shall:

- (a) Provide a panic button or notification device to each hotel or hostel employee that is a room attendant, housekeeping attendant, minibar attendant, room service server, and any other employee who is required to be in a guest room or restroom without other employees present. An employee may use the panic button or notification device if the employee reasonably believes there is an ongoing crime, harassment, or other emergency in the employee’s presence. It is recognized that because of the varying size and physical layout of each hotel, different devices may be appropriate for different hotels. Panic buttons and notification devices shall be provided by the hotel or hostel employer at no cost to the employee effective October 1, 2019.
- (b) Submit an affidavit, on a form prescribed by the city, with the annual renewal of the hotel’s or hostel’s City business tax receipt, stating that the hotel or hostel employer is in compliance with Sections 62-206(a) and 62-207.

**Sec. 62-207. Determent of assaults by notifying guests of employee protections.**

Each hotel and hostel shall place a sign on the inside of each guest room door, written in a font size of no less than 18 points, that includes (i) the following heading: “City Law Protects Hotel and Hostel Housekeepers and Other Employees from Violent Assault and Sexual Harassment”; (ii) a reference to chapter 62, article VI of this Code; and (iii) a notice informing guests that the hotel or hostel is providing panic buttons or notification devices to its housekeepers, room servers, and other employees assigned to work in guest rooms or restrooms without other employees present, in compliance with this article.

**Sec. 62-208. Enforcement; Penalties; Rights of violators.**

- (a) *Enforcement.* The code compliance department shall enforce this article. This shall not preclude other law enforcement agencies from any action to assure compliance with this article and all applicable laws. If a violation of this section is observed, the enforcement officer will be authorized to issue a notice of violation. The notice shall inform the violator of the nature of the violation, amount of fine for which the violator is liable, instructions and due date for paying the fine, that the violation may be appealed by requesting an administrative hearing before a special master within ten days after service of the notice of violation, and that the failure to appeal the violation within ten days of service shall constitute an admission of the violation and a waiver of the right to a hearing.

(b) Penalties; fines.

The following civil fines shall be imposed for violations of this Article:

- (1) If the violation is the first offense, a person shall receive a written warning;
- (2) If the violation is the second violation within the preceding six months, a person shall receive a civil fine of \$1,000.00;
- (3) If the violation is the third violation within the preceding six months, a person shall receive a civil fine of \$5,000; and
- (4) If the violation is the fourth or subsequent violation within the preceding six months, a person shall receive a civil fine of \$10,000.00.

(c) Rights of violators; payment of fine; right to appear; failure to pay civil fine or to appeal; appeals from decisions of the special master.

- (1) A violator who has been served with a notice of violation must elect to either:
  - a. Pay the civil fine in the manner indicated on the notice of violation; or
  - b. Request an administrative hearing before a special master to appeal the notice of violation, which must be requested within ten days of the service of the notice of violation.
- (2) The procedures for appeal by administrative hearing of the notice of violation shall be as set forth in sections 30-72 and 30-73 of this Code. A request for the administrative hearing must be accompanied by a fee as approved by a resolution of the city commission, which shall be refunded if the named violator prevails in the appeal.
- (3) If the named violator, after issuance of the notice of violation, fails to pay the civil fine, or fails to timely request an administrative hearing before a special master, the special master may be informed of such failure by the code enforcement officer. The failure of the named violator to appeal the decision of the code enforcement officer within the prescribed time period shall constitute a waiver of the violator's right to an administrative hearing before the special master, and shall be treated as an admission of the violation, for which fines and penalties shall be assessed accordingly.
- (4) A certified copy of an order imposing a fine may be recorded in the public records, and thereafter shall constitute a lien upon any real or personal property owned by the violator, which may be enforced in the same manner as a court judgment by the sheriffs of this state, including levy against the violator's real or personal property, but shall not be deemed to be a court judgment except for enforcement



purposes. On or after the 61st day following the recording of any such lien that remains unpaid, the city may foreclose or otherwise execute upon the lien.

(5) Any party aggrieved by a decision of a special master may appeal that decision to a court of competent jurisdiction.

(6) The special master shall be prohibited from hearing the merits of the notice of violation or considering the timeliness of a request for an administrative hearing if the violator has failed to request an administrative hearing within ten days of the service of the notice of violation.

(7) The special master shall not have discretion to alter the penalties prescribed in subsection (c)(1) herein.

**SECTION 2. REPEALER.**

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3. SEVERABILITY.**

If any section, subsection, clause or provision of this Ordinance is held invalid, the remainder shall not be affected by such invalidity.

**SECTION 4. CODIFICATION.**

It is the intention of the Mayor and City Commission of the City of Miami Beach, and it is hereby ordained that the provisions of this Ordinance shall become and be made part of the Code of the City of Miami Beach, Florida. The sections of this Ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section," article," or other appropriate word.

**SECTION 5. EFFECTIVE DATE.**

This Ordinance shall take effect on the \_\_\_\_ day of \_\_\_\_\_, 2018.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2018.

**ATTEST:**

\_\_\_\_\_  
Dan Gelber, Mayor

\_\_\_\_\_  
Rafael E. Granado, City Clerk

Underline denotes additions

~~Strike through~~ denotes deletions

(Sponsored by Commissioner Kristen Rosen Gonzalez)

## 2018 PRESIDENT

Carlos Gazitua  
Sergio's Restaurant

## VICE PRESIDENT/LODGING

Steve Keup  
Hersha Hotels

## VICE PRESIDENT/RESTAURANTS

Pallava Goenka  
Rusty Pelican Miami

## TREASURER

Ignacio Garcia-Menocal  
Grove Bay Hospitality Group

## SECRETARY

Courtenay Carr Russo  
Tropical Delight

## CHAIRPERSON/PAST PRESIDENT

Mary Rogers  
Fontainebleau Miami Beach

## BOARD OF DIRECTORS

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Mohammad Qureshi,  
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John Sullivan, The Edition Miami Beach

Ana "Ceci" Velasco, Ocean Drive Association

## HONORARY/EXOFFICIO

Abe Ng, Sushi Maki

Chef Allen Susser (President 2006-2009)

Dr. Joe West, Dean FIU (retired)  
(President 2010- 2012)

Gene Prescott, The Biltmore Hotel

## FRLA SOUTH FLORIDA

### REGIONAL DIRECTOR

Lynne Hernandez



**FLORIDA  
RESTAURANT &  
LODGING  
ASSOCIATION**

MIAMI / DADE CHAPTER

Honorable Mayor and City of Miami Beach Commission  
City of Miami Beach  
1700 Convention Center Drive  
Miami Beach, FL 33139  
Via Email

Dear Honorable Mayor and City Commissioners:

On behalf of the Board of Directors of the Florida Restaurant and Lodging Association Miami-Dade Chapter, we are writing to express our comments and concerns with the proposed "panic device" ordinance to be heard in committee on May 22, 2018.

We commend the Commissioners and Mayor for considering our members' concerns and requests. The amended ordinance is less cumbersome for our member hotels and the minimum one-year period to comply is agreeable.

However, we are concerned about the section addressing violations and penalties. It does not provide our members sufficient clarity regarding what would qualify as a violation and how penalties would be levied. We respectfully request a more clear and concise explanation of what would constitute a violation. It needs to be very clear to both the city and the hotelier how this will be enforced.

Additionally, while we are willing to comply with the City's wishes, we do want to stress to you that our member hotels take the safety of their employees very seriously and have extensive training and policies in place for their protection. Reported incidents of sexual harassment at our hotels have been extremely rare, and we have not seen any recent increase in incidents.

We also have a concern about the signage on the back of guest room doors. While we assume this is intended to be a deterrent, it may cause our guests to question the safety of their chosen establishment and the safety of the city itself. This has the potential to negatively impact our tourism. We respectfully request that this be omitted from the ordinance.

Thank you for your time, review and consideration. We look forward to our continued partnership for the betterment of the City of Miami Beach.

Sincerely,

Lynne M. Hernandez  
Florida Restaurant & Lodging Association  
South Florida Regional Director

The Board of Directors  
Florida Restaurant & Lodging Association  
Miami-Dade Chapter

Florida Restaurant & Lodging Association. South Florida  
P O Box 566263, Miami, FL 33256  
(305) 710-3962 Cell  
Lynne Hernandez, South Florida Regional Director  
Email : [Lhernandez@FRLA.org](mailto:Lhernandez@FRLA.org); web site : [www.frla.org](http://www.frla.org)

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF MIAMI BEACH, FLORIDA, RECOGNIZING UNITED NATIONS ANTI-BULLYING DAY ON MAY 4TH; DIRECTING THE CITY ADMINISTRATION TO REVIEW AND, IF APPLICABLE, PROPOSE AMENDMENTS TO ANY EXISTING ANTI-BULLYING POLICIES (OR TO PROPOSE NEW ANTI-BULLYING POLICIES) FOR CITY SERVICES, CITY-SUPPORTED SERVICES, AND CITY FACILITIES; ESTABLISHING GUIDELINES FOR SUCH POLICIES; REQUIRING THAT SUCH POLICIES PROTECT INDIVIDUALS ON THE BASIS OF THE PROTECTED CLASSES SET FORTH IN THE CITY'S HUMAN RIGHTS ORDINANCE, AS MAY BE APPLICABLE; AND PROVIDING THAT THE CITY ADMINISTRATION SHALL PRESENT SUCH POLICIES TO THE AD HOC ANTI-BULLYING TASK FORCE PRIOR TO CITY COMMISSION APPROVAL**

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### **HISTORY:**

At the direction of Commission and as outlined in Resolution 2017-30109, the Anti-Bullying Task Force was established earlier this year. The first Task Force meeting was held in March and, the Task Force is now meeting on a monthly basis.

Task Force members include:

- Gustavo Briand - Appointed by Mayor Gelber
- Victor Diaz-Herman - Appointed by Mayor Gelber
- Cynthia Latham - Appointed by Commissioner Rosen Gonzalez
- John Welsh - Appointed by Commissioner Gongora
- Michael Bath - Appointed by Commissioner Steinberg
- Scott Bader - Appointed by Commissioner Arriola
- Dani Bonini - Appointed by Commissioner Aleman
- Diana Fontani - Appointed as Mayor's Office Liaison
- Wendy Rich-Goldschmidt - Appointed as Police Department Liaison
- Vacant - Appointed by Commissioner Samuelian

To date, the Task Force members have requested and have been provided with a variety of City of Miami Beach resources that specifically or generally address anti-bullying measures.

Documentation include:

- The City Manager's procedure on prohibited discrimination and harassment
- Required training plan for all employees reporting to the City Manager

- LTC 027-2017 - Youth Commission Motion
- Resolution 2017-29821 – Adopting a policy of inclusiveness for LGBTQ youth

**ATTACHMENTS:**

Description	Type
❏ Mami Beach HR Procedure 16.04	Other
❏ LTC 027-2017 Youth Commission Motion	Other
❏ 2017-29821 Resolution - LGBTQ Youth	Resolution
❏ Citywide Training Plan FY15	Other



MIAMI BEACH CITYWIDE PROCEDURE	DATE ISSUED: DECEMBER 2017	Page: 1 Of: 4	SEQUENCE NUMBER: HR.16.04
	DATE UPDATED:		
	SUBJECT: PROHIBITED DISCRIMINATION AND HARRASSMENT		
	RESPONSIBLE DEPARTMENT: HUMAN RESOURCES		

## PURPOSE

It is the intent of the City of Miami Beach to ensure a workplace for its employees that is free of any type of discrimination or harassment based on actual or perceived race, color, sex, age, national origin, disability, religion, genetic information, marital status, political affiliation, sexual orientation, gender identity, or familial status. The City complies with Title VII of the Civil Rights Act of 1964 as amended (1991), Title I of the American with Disabilities Act of 1990 as amended (2009), as well as other applicable federal, state, and county laws and regulations prohibiting discrimination and harassment.

Decisions and practices based on an individual's protected status (e.g., race, color, sex or the other categories listed above) that unlawfully affect employment and/or the compensation, terms, conditions or privileges of an individual's employment or potential employment with the City are prohibited by this administrative procedure. This includes unlawful employment decisions, actions, policies or practices regarding job advertisements, recruitment, applications, testing, hiring, job referrals, work assignments, promotions, pay and benefits, working conditions, performance evaluations, transfers, discipline, discharge, constructive discharge, dress code, employment references, reasonable accommodations for disability or for religion, training and apprenticeship opportunities, and any other terms and conditions of employment.

The City of Miami Beach soundly protects its employees from discrimination, harassment, or intimidation of any kind by any supervisor, co-worker, vendor, client, customer, or volunteer. The City expects its employees to display tolerance and inclusion when interacting with people different from themselves. The City will investigate any claims of violation of these principles thoroughly, fairly, and without reprisal. **Discrimination and harassment are considered misconduct and are unacceptable behavior that will not be tolerated. Violations of this administrative procedure will be a cause for disciplinary action up to and including termination.**

## DEFINITIONS

### Harassment:

All employees are entitled to perform their work in an environment free from illegal harassment, either overt or covert, regardless of race, color, sex, age, national origin, disability, religion, genetic information, marital status, political affiliation, sexual orientation, gender identity, or familial status. Any conduct that has the purpose or effect of interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment based on any of the above-mentioned protected criteria is prohibited. Forms of harassment may include, but are not limited to, the use of vulgar language, abusive acts or language, hostility, physical aggression, intimidation, or unequal treatment. Further, no person shall be subjected to any derogatory remarks, epithets, jokes, slurs, cartoons, drawings, symbols, pictures, photographs, publications, internet websites, videos, emails, text messages, demeaning gestures or language relating to above listed protected characteristics.

MIAMI BEACH CITYWIDE PROCEDURE	DATE ISSUED: DECEMBER 2017	Page: 2	SEQUENCE
	DATE UPDATED:	Of: 4	NUMBER: HR.16.04
	SUBJECT: PROHIBITED DISCRIMINATION AND HARRASSMENT		
RESPONSIBLE DEPARTMENT: HUMAN RESOURCES			

### **Sexual Harassment:**

No employee, either male or female, shall be subjected to unsolicited and unwelcome sexual overtures or conduct, either verbal or physical. The federal government has created guidelines which define sexual harassment as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: (1) submission to the conduct is either an explicit or implicit term or condition of employment; (2) submission to or rejection of the conduct is used as a basis for an employment decision affecting the person rejecting or submitting to the conduct; or (3) the conduct has the purpose or effect of sufficiently interfering with an affected person's work performance or creating an intimidating, hostile, or offensive work environment.

Specifically, it is a violation of this administration procedure for any employee to sexually harass another employee by making acceptance of unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature a condition of an employee's continued employment; making submission to or rejection of such conduct the basis for employment decisions affecting the employee; or creating an intimidating, hostile or offensive environment by such conduct. Examples of inappropriate conduct include: remarks of a sexually suggestive nature, sexual innuendo, propositions, offensive jokes, staring, ogling, leering, whistling, unnecessary touching, patting, hugging, brushing against a person's body or blocking normal movement. These are merely examples of inappropriate conduct; it is not an all-inclusive list.

### **Applicants/employees with disabilities:**

Discrimination against a person based on the person's actual or perceived disability, record of disability or relationship with a person with a disability will not be tolerated by the City. The City will take appropriate action to provide reasonable accommodations to qualified employees and applicants with known disabilities, unless providing such accommodations creates an undue hardship. Employees with disabilities have a responsibility to inform the Human Resources Department regarding their requests for reasonable accommodations to improve their access to employment opportunities.

All questions, comments or complaints regarding access of qualified individuals with disabilities to the application process or employment, or alleged discrimination in employment, based upon a qualified applicant's or employee's disability or relationship or association with a person with a disability should be directed to the Human Resources Director.

MIAMI BEACH CITYWIDE PROCEDURE	DATE ISSUED: DECEMBER 2017	Page: 3 Of: 4	SEQUENCE NUMBER: HR.16.04
	DATE UPDATED:		
	SUBJECT: PROHIBITED DISCRIMINATION AND HARRASSMENT		
RESPONSIBLE DEPARTMENT: HUMAN RESOURCES			

## **DUTY TO REPORT**

All employees of the City of Miami Beach are responsible for ensuring that discrimination, harassment and retaliation do not occur in the workplace. Any employee who believes he or she has been subjected to any action, decision or harassment in violation of this administrative procedure or who observes such conduct, is urged to promptly report the incident(s) to the City's Human Resources Director as described in the reporting procedures below. Supervisors, managers, or human resources personnel who receive EEO complaints, or who otherwise become aware of any improper harassment or discrimination, must notify the Human Resources Director immediately. Any supervisor or manager who has knowledge of such behavior yet takes no action to end it is also subject to disciplinary action.

## **PROCEDURE**

1. Any employee subjected to unlawful discrimination, harassment and/or retaliation should immediately make a complaint to the Human Resources Director. In the event that the complaint involves the Human Resources Director the complaint should be made to the Assistant City Manager who oversees Human Resources.
2. An employee who believes that this administrative procedure has been violated may report the incident orally or in writing. Where the complaint is taken orally, the Human Resources Director shall document the complaint.
3. Investigation: All complaints will be investigated in a fair, thorough and timely manner. Depending on the nature of the complaint, an investigation of a complaint will normally include conferring with the parties involved and any named or apparent witnesses. However, upon completion of the investigation and a determination as to what, if any, remedial actions must be taken, both the complainant and the alleged harasser/discriminator will be informed as to the outcome of the investigation.
4. Remedial Action: If the investigation reveals that the complaint is valid, prompt and appropriate remedial actions will be taken to stop the discrimination or harassment immediately and to prevent its recurrence. When discrimination or harassment is established, appropriate disciplinary action, up to and including termination may be taken.
5. Confidentiality: Every attempt will be made to deal with each complaint in as confidential a manner as possible within the confines of undertaking the investigation. Anyone involved in the investigation of a complaint will be instructed that the investigation is confidential and should not be discussed with co-workers. Workplace gossip or "water cooler talk" about the complaint is strictly prohibited.
6. False Accusations: The City recognizes that false accusations of discrimination and/or harassment can have serious effects on innocent individuals. If any employee

<b>MIAMI BEACH</b> CITYWIDE PROCEDURE	<b>DATE ISSUED:</b> DECEMBER 2017 <b>DATE UPDATED:</b>	<b>Page:</b> 4 <b>Of:</b> 4	<b>SEQUENCE NUMBER:</b> HR.16.04
	<b>SUBJECT:</b> PROHIBITED DISCRIMINATION AND HARRASSMENT		
	<b>RESPONSIBLE DEPARTMENT:</b> HUMAN RESOURCES		

knowingly makes a false accusation of discrimination or knowingly provides false information in the course of an investigation of a complaint, such conduct may be grounds for discipline. A complaint made in good faith, even if found to be unsubstantiated, will not be considered a false accusation.

7. **Withdrawal of Complaint:** A complaint of discrimination may be withdrawn at any time by the person who filed the complaint. In some instances, the Human Resources Director will find it appropriate to end the investigation when the complaint is withdrawn. However, prior to ending an investigation, the Human Resources Director must determine whether the City should take corrective action to address inappropriate conduct. If the Human Resources Director determines that corrective action is required, it may be necessary for the Human Resources Director to continue the investigation or recommend action to remedy inappropriate behavior.

The City encourages any employee to raise questions he or she may have regarding discrimination and harassment to the City's Human Resources Director.

All employees shall be protected from coercion, intimidation, retaliation, discrimination and/or harassment for filing a complaint of discrimination or harassment; assisting an employee filing such a complaint; being related to or otherwise associated with an employee filing such a complaint; or for assisting in an investigation of a complaint of discrimination or harassment. Any employee engaged in retaliation against a complainant, an employee who assisted or who is related to or otherwise associated with a complainant, or any employee who assisted in an investigation, will face appropriate disciplinary action up to and including termination.

Prepared by:

\_\_\_\_\_  
Director, Human Resources

Reviewed by:

\_\_\_\_\_  
Internal Auditor

\_\_\_\_\_  
Assistant City Manager

Approved by:

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

12/18/17



# MIAMI BEACH

OFFICE OF THE CITY MANAGER

NO. LTC # **027-2017**

## LETTER TO COMMISSION

TO: Mayor Philip Levine and Members of the City Commission

FROM: Jimmy L. Morales, City Manager

DATE: January 17, 2017

SUBJECT: Youth Commission Motion



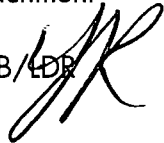
The Youth Commission would like you to be aware of the following motion requesting support for the National Parent Teacher Association resolution on LGBTQ Individuals as a Protected Class and adoption of a similar resolution for all City youth programs, approved at the January 17, 2017 commission meeting.

C: Executive Staff

Dr. Leslie Rosenfeld, Chief Learning Development Officer

Attachment

KGB/LDR



City of Miami Beach  
Youth Commission

Meeting of January 17, 2017

Members Present: Itai Beaudoin de Roca, Benjamin Burstein, Nicole Leser, and Logan Courey

Members Absent: Olivia Kramer and Amanda Garcia

Motion made by Nicole Leser

Motion seconded by Itai Beaudoin De Roca

Motion Text:

The Youth Commission requests the Miami Beach Mayor and Commission support the National Parent Teach Association (PTA) resolution on LGBTQ Individuals as a protected class and adopt a similar resolution for all city-run, city-sponsored, and city-partnered youth programming.

The Youth Commission urges the Mayor and Commission to support the above request.

Motion Passage: Votes 4-0



*everychild.one voice.*

## **National PTA Resolution on LGBTQ Individuals as a Protected Class**

**June 30, 2016**

---

**Whereas,** All children and youth should be able to attend school in a safe and inclusive environment free from discrimination, and that history has shown that civil rights laws are effective in contributing to such environments; and

**Whereas,** Explicit federal statutory protections currently address discrimination on the basis of race, color, national origin, sex, disability, but not sexual orientation or gender identity; and

**Whereas,** The lack of awareness and understanding of issues facing LGBTQ children and youth has contributed to a higher rate of isolation, depression, and suicidal ideations or attempts; and

**Whereas,** Education regarding LGBTQ issues increases understanding and cultivates acceptance of and respect for LGBTQ children and youth; and

**Whereas,** Harassment and bullying policies that specifically mention sexual orientation, gender identity and gender expression are associated with: students feeling more safe; lower levels of bullying; decreased incidents of harassment related to sexual orientation; increased teacher/staff intervention; and a greater reporting of incidents; now therefore be it

**Resolved,** That National PTA support current civil rights legislation[1], Department of Education guidance[2], and Department of Justice guidance[3] regarding guidance and protecting all children and youth, and ensuring their equal access to education; and be it further

**Resolved,** That National PTA seek and support legislation that specifically recognizes LGBTQ as a protected group and addresses discrimination based upon sexual orientation, gender identity and gender expression; and be it further

**Resolved,** That National PTA encourage state, local units, and councils to review school policies in regard to bullying and support revisions and amendments to those policies that specifically address the topics of sexual orientation and gender identification/expression as they relate to harassment and bullying; and be it further

**Resolved,** That National PTA and its constituent associations seek and support legislation that creates a safe, supportive and accepting environment in schools, specifically with training for educators and other school related professionals to support all students, updated health education standards that deal with the issues of sexual orientation, gender identity, and gender expression; and be it further

**Resolved,** That National PTA work with the Department of Education to encourage states to incorporate standards regarding age-appropriate, medically accurate and culturally sensitive information on LGBTQ issues into existing health and other appropriate curricula.

[1] The Civil Rights Act of 1964 (Pub.L. 88-352, 78 Stat. 241, enacted July 2, 1964)

[2] Dear Colleague Letter: Harassment and Bullying, Oct. 2010; Dear Colleague Letter: Key Policy Letters from the Education Secretary and Deputy Secretary, June 2011; and Question and Answer update to 2011 Dear Colleague Letter, April 2014.

[3] U.S. Department of Justice Civil Rights Division: Defending the Rights of LGBT Americans, June 2014.

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.**

**WHEREAS**, on June 30, 2016, the National PTA adopted a Resolution (attached hereto as Exhibit A) on LGBTQ individuals as a protected class; and

**WHEREAS**, the National PTA's Resolution states that all "children and youth should be able to attend school in a safe and inclusive environment free from discrimination" and further states its support for "legislation that creates a safe, supportive and accepting environment in schools" with regard to issues of sexual orientation, gender identity, and gender expression; and

**WHEREAS**, the Mayor and City Commission of the City of Miami Beach have been in the forefront of championing the rights of the LGBTQ community, and the rights of LGBTQ youth to be free from discrimination, harassment, and bullying based upon their gender identity and sexual orientation; and

**WHEREAS**, specifically, the Mayor and City Commission have expressed their support for policies which provide a safe and supportive environment for LGBTQ youth in schools in City Resolution No. 2017-29768, which strongly opposed the recent rescission of federal policy guidance regarding access of transgender students to sex-segregated facilities based on their gender identity, and in City Resolution No. 2013-28257 regarding the implementation of an anti-bullying program in City schools; and

**WHEREAS**, the National PTA's Resolution also encourages local governmental entities to specifically address the topics of sexual orientation and gender identity and expression in their anti-bullying policies because policies that specifically mention sexual orientation, gender identity, and gender expression are associated with students feeling more safe, lower levels of bullying, decreased incidents of harassment related to sexual orientation, increased teacher/staff intervention, and a greater reporting of incidents; and

**WHEREAS**, the City's Parks and Recreation Department has an established Anti-Bullying Policy, which applies to all of its programs and facilities, and which is required to be acknowledged and signed by all parents or guardians and by all participants prior to participating in any youth program; and

**WHEREAS**, at its meeting on January 17, 2017, the Miami Beach Youth Commission passed a motion requesting the Mayor and City Commission to support the Resolution of the National PTA and to adopt a similar policy of inclusiveness with regard to LGBTQ youth in all City-operated, City-sponsored, and City-partnered youth programming; and

**WHEREAS**, the Mayor and City Commission wish to adopt a policy of inclusiveness with regard to LGBTQ youth in all City-operated, City-sponsored, and City-partnered youth



programing and direct the City Administration to specifically address sexual orientation, gender identity, and gender expression within the Parks and Recreation Department's Anti-Bullying Policy and within all future City agreements for youth programs that are operated, sponsored, and partnered by the City of Miami Beach.

**NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH**, that the Mayor and City Commission hereby support the National Parent Teacher Association's Resolution on LGBTQ individuals as a protected class and hereby adopt a policy of inclusiveness with regard to LGBTQ youth in all City-operated, City-sponsored, and City-partnered youth programming as set forth in this Resolution.

**PASSED and ADOPTED** this 26 day of April, 2017.

**ATTEST:**

RE 5/18/17  
Rafael E. Granado, City Clerk



[Signature]  
Philip Levine, Mayor

APPROVED AS TO  
FORM & LANGUAGE  
& FOR EXECUTION

[Signature]  
City Attorney

4-13-17  
Date



*everychild. one voice.*

## **National PTA Resolution on LGBTQ Individuals as a Protected Class**

**June 30, 2016**

---

**Whereas,** All children and youth should be able to attend school in a safe and inclusive environment free from discrimination, and that history has shown that civil rights laws are effective in contributing to such environments; and

**Whereas,** Explicit federal statutory protections currently address discrimination on the basis of race, color, national origin, sex, disability, but not sexual orientation or gender identity; and

**Whereas,** The lack of awareness and understanding of issues facing LGBTQ children and youth has contributed to a higher rate of isolation, depression, and suicidal ideations or attempts; and

**Whereas,** Education regarding LGBTQ issues increases understanding and cultivates acceptance of and respect for LGBTQ children and youth; and

**Whereas,** Harassment and bullying policies that specifically mention sexual orientation, gender identity and gender expression are associated with: students feeling more safe; lower levels of bullying; decreased incidents of harassment related to sexual orientation; increased teacher/staff intervention; and a greater reporting of incidents; now therefore be it

**Resolved,** That National PTA support current civil rights legislation[1], Department of Education guidance[2], and Department of Justice guidance[3] regarding guidance and protecting all children and youth, and ensuring their equal access to education; and be it further

**Resolved,** That National PTA seek and support legislation that specifically recognizes LGBTQ as a protected group and addresses discrimination based upon sexual orientation, gender identity and gender expression; and be it further

**Resolved,** That National PTA encourage state, local units, and councils to review school policies in regard to bullying and support revisions and amendments to those policies that specifically address the topics of sexual orientation and gender identification/expression as they relate to harassment and bullying; and be it further

**Resolved,** That National PTA and its constituent associations seek and support legislation that creates a safe, supportive and accepting environment in schools, specifically with training for educators and other school related professionals to support all students, updated health education standards that deal with the issues of sexual orientation, gender identity, and gender expression; and be it further

**Resolved,** That National PTA work with the Department of Education to encourage states to incorporate standards regarding age-appropriate, medically accurate and culturally sensitive information on LGBTQ issues into existing health and other appropriate curricula.

[1] The Civil Rights Act of 1964 (Pub.L. 88-352, 78 Stat. 241, enacted July 2, 1964).

[2] Dear Colleague Letter: Harassment and Bullying, Oct. 2010; Dear Colleague Letter: Key Policy Letters from the Education Secretary and Deputy Secretary, June 2011; and Question and Answer update to 2011 Dear Colleague Letter, April 2014.

[3] U.S. Department of Justice Civil Rights Division: Defending the Rights of LGBT Americans, June 2014.

# MIAMI BEACH

## COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission  
FROM: Raul J. Aguila, City Attorney  
DATE: April 26, 2017

SUBJECT: A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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### RECOMMENDATION

Pursuant to the request of Commissioner Micky Steinberg, the attached Resolution is submitted for consideration by the Mayor and City Commission at the April 26, 2017 Commission meeting.

### Legislative Tracking

Office of the City Attorney

### Sponsor

Commissioner Micky Steinberg & Co-sponsored by Commissioner John E. Aleman

### ATTACHMENTS:

#### **Description**

- Supporting National PTA and Adopting Policy of Inclusiveness for LGBTQ in Youth Programs  
2017 F.A. 4.13.2017

# MIAMI BEACH

**City of Miami Beach**, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)  
Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

North Region Superintendent Jose Bueno  
MDCPS  
733 E. 57th Street  
Hialeah, FL 33013

Dear North Region Superintendent Bueno,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

This Resolution was passed and adopted by the City Commission of the City of Miami Beach on April 26, 2017.

If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán



# MIAMI BEACH

**City of Miami Beach**, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)  
Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Superintendent Alberto Carvalho  
MDCPS  
1450 NE 2nd Avenue, Suite 900  
Miami, FL 33132

Dear Superintendent Carvalho,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

This Resolution was passed and adopted by the City Commission of the City of Miami Beach on April 26, 2017.

If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

**City of Miami Beach**, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)  
Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Associate Superintendent Iraida R. Mendez-Cartaya  
MDCPS  
1450 NE 2nd Avenue, Suite 912  
Miami, FL 33132

Dear Associate Superintendent Mendez-Cartaya,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

This Resolution was passed and adopted by the City Commission of the City of Miami Beach on April 26, 2017.

If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

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Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Chair Perla Tabares  
MDCPS  
1450 NE 2nd Avenue, Suite 700  
Miami, FL 33132

Dear Chair Tabares,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

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Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Vice-Chair Dr. Lawrence S. Feldman  
MDCPS  
1450 NE 2nd Avenue, Suite 700  
Miami, FL 33132

Dear Vice-Chair Feldman,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán



# MIAMI BEACH

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Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Board Member Dr. Martin Karp  
MDCPS  
1450 NE 2nd Avenue, Suite 700  
Miami, FL 33132

Dear Board Member Karp,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

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Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Board Member Dr. Dorothy Bendross-Minidingall  
MDCPS  
1450 NE 2nd Avenue, Suite 700  
Miami, FL 33132

Dear Board Member Bendross-Minidingall,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

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Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Board Member Susie V. Castillo  
MDCPS  
1450 NE 2nd Avenue, Suite 700  
Miami, FL 33132

Dear Board Member Castillo,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

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Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Board Member Dr. Steve Gallon III  
MDCPS  
1450 NE 2nd Avenue, Suite 700  
Miami, FL 33132

Dear Board Member Gallon III,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán



# MIAMI BEACH

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Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Board Member Lubby Navarro  
MDCPS  
1450 NE 2nd Avenue, Suite 700  
Miami, FL 33132

Dear Board Member Navarro,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

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Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Board Member Dr. Marta Perez  
MDCPS  
1450 NE 2nd Avenue, Suite 700  
Miami, FL 33132

Dear Board Member Perez,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

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Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Board Member Mari Tere Rojas  
MDCPS  
1450 NE 2nd Avenue, Suite 700  
Miami, FL 33132

Dear Board Member Rojas,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

**City of Miami Beach**, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)  
Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Principal Rene Bellmas  
Nautilus Middle School  
4301 N. Michigan Avenue  
Miami Beach, FL 33139

Dear Principal Bellmas,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán



# MIAMI BEACH

**City of Miami Beach**, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)  
Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Principal Maria Costa  
Fienberg Fisher K-6 Center  
1420 Washington Avenue  
Miami Beach, FL 33139

Dear Principal Costa,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

This Resolution was passed and adopted by the City Commission of the City of Miami Beach on April 26, 2017.

If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

**City of Miami Beach**, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)  
Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Principal Maria T. Rodriguez  
Ruth K. Broad Bay Harbor K-8 Center  
1155 93 Street  
Bay Harbor Islands, FL 33154

Dear Principal Rodriguez,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

This Resolution was passed and adopted by the City Commission of the City of Miami Beach on April 26, 2017.

If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

**City of Miami Beach**, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)  
Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Principal Alice Quarles  
North Beach Elementary School  
4100 Prairie Avenue  
Miami Beach, FL 33140

Dear Principal Quarles,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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Rafael E. Granado  
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Commissioner John Elizabeth Alemán

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Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Principal John Donohue  
Miami Beach Sr. High School  
2231 Prairie Avenue  
Miami Beach, FL 33139

Dear Principal Donohue,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán



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Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Principal Melanie Fishman  
South Pointe Elementary School  
1050 4th Street  
Miami Beach, FL 33139

Dear Principal Fishman,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

**City of Miami Beach**, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)  
Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Principal Karen Belusic  
Biscayne Elementary School  
800 77th Street  
Miami Beach, FL 33141

Dear Principal Belusic,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

This Resolution was passed and adopted by the City Commission of the City of Miami Beach on April 26, 2017.

If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

# MIAMI BEACH

**City of Miami Beach**, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)  
Office of the City Clerk  
Tel: 305-673-7411

May 15, 2017

Principal Dalia Villar  
Treasure Island Elementary School  
7540 East Treasure Drive  
North Bay Village, FL 33141

Dear Principal Villar,

Attached please find a copy of City of Miami Beach Resolution No. 2017-29821:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

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If you need additional information, please do not hesitate to call.

Respectfully,



Rafael E. Granado  
City Clerk

c: Commissioner Micky Steinberg  
Commissioner John Elizabeth Alemán

## Cardillo, Lilia

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**From:** Cardillo, Lilia  
**Sent:** Monday, May 15, 2017 4:11 PM  
**To:** 'nautiluspsa@gmail.com'; 'stewartturner@earthlink.net'; 'ptabayharbor@gmail.com'; 'nbepa.president@gmail.com'; 'riverojessicamaria@gmail.com'; 'asgowdy@gmail.com'; 'faizaliban@yahoo.com'; 'rneely@miami.edu'  
**Cc:** Rosenfeld, Leslie; Granado, Rafael  
**Subject:** Resolution 2017-29821  
**Attachments:** Resolution 2017-29821.pdf

Please see attached Resolution No. 2017-29821,

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, SUPPORTING THE NATIONAL PARENT TEACHER ASSOCIATION'S (PTA) RESOLUTION ON LGBTQ INDIVIDUALS AS A PROTECTED CLASS AND ADOPTING A POLICY OF INCLUSIVENESS WITH REGARD TO LGBTQ YOUTH IN ALL CITY-OPERATED, CITY-SPONSORED, AND CITY-PARTNERED YOUTH PROGRAMMING.

This Resolution was passed and adopted by the City Commission of the City of Miami Beach on April 26, 2017. If you need additional information, please do not hesitate to call.

Thank you.

MIAMIBEACH  
Lilia Cardillo, Agenda Coordinator  
OFFICE OF THE CITY CLERK  
1700 Convention Center Drive, Miami Beach, FL 33139  
Tel: 305-673-7411 / Fax: 786-394-4139 / ext. 6780 [liliacardillo@miamibeachfl.gov](mailto:liliacardillo@miamibeachfl.gov)

We are committed to providing excellent public service and safety to all who live, work and play in our vibrant, tropical, historic community



# Citywide Training Plan

## Our Mission

We are committed to providing excellence public service and safety to all who live, work and play in our vibrant, tropical, historic community

## Our Vision

The City of Miami Beach will be: Cleaner and Safer; Beautiful and Vibrant; a Unique Urban and Historic Environment; a Mature, Stable Residential Community with the Well Improved Infrastructure; a Cultural, Entertainment Tourism Capital and an International Center for Innovation and Business; while Maximizing Value to our Community for the Tax Dollars Paid.

	Required frequency of Refresher				
	One Time	Annual	2 yrs	3 yrs	5 yrs
<b>Required Courses: All Personnel</b>					
Orientation	x				
Ethics Regulatory	x				
Diversity				x	
Sexual Harassment			x		
Team Building					x
Service Excellence Customer Service Standards				x	
Ethics			x		
<b>Frontline Mandatory Courses</b>					
Employee Academy					x
<b>Supervisory Mandatory Courses</b>					
Supervisor Core Curriculum (see below)	x				
Purchasing Card Procedures			x		

Optional Courses	Maximum frequency for course repeat				
	One Time	Annual	2 yrs	3 yrs	5 yrs
Access				x	
Excel				x	
Outlook				x	
PowerPoint					x
Word					x
EDEN (City's Financial System)					
Performance Management System					
Leadership Program	x				

Supervisory Course Curriculum	
Day 1	Transitioning from Employee to Supervisor
	Communicating in the New Role
	Coaching through Feedback
Day 2	Performance Measurement for Results
	Understanding Departmental Budgets & Work Plans
	Delegating with Empowerment
Day 3	Labor Employee Relations
	Performance Management, Performance Reviews, and Selection Interviewing

# MIAMI BEACH

## **COMMITTEE MEMORANDUM**

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING THE PERMITTING REQUIREMENTS FOR BICYCLE EVENTS ON MIAMI BEACH ROADWAYS**

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### **HISTORY:**

This discussion item relates to special permitting requirements for bicycling events that occur throughout Miami Beach. Over the past few years, the City has seen an increase in bicycle-related events. These events, when not permitted and properly staffed through City services, have subsequently caused a disruption in weekday traffic as well as created indirect public safety hazards for the residents within the City. Although some rides do request permits, many larger scale bicycle rides have been unpermitted and not organized in partnership with the City of Miami Beach.

The current process for special event permits within the City requires that an applicant apply for a special event permit for any organized activity held within the jurisdiction of the City boundaries. This includes the coordination of City services for any event held on public property or private property. As defined by the Special Events Guides and Requirements: a City Permit is required for all special events. A “special event” is defined by the City as a temporary use on public or private property that would not be permitted generally or without restriction throughout a particular zoning district, but would be permitted if controlled with special review in accordance with this section. A bicycle event which passes through or originates on Miami Beach and utilizes Miami Beach roadways would fall under this definition, therefore requiring a special events permit from the City of Miami Beach.

During the February 14, 2018 City Commission meeting, the Administration was directed to look at the thresholds of other large cities permitting similar events and report back to the Neighborhood/Community Affairs Committee.

### **ANALYSIS:**

Unlike other municipalities within Miami-Dade County, the City of Miami Beach has codified guidelines that regulate and enforce the special events process. The special events permit process is intertwined with other City departments that work closely to monitor, staff, and permit such events.

In planning stages various City Departments review, approve, and provide detailed staffing plans for these events including but limited to: The Police Department reviews and sign-off on the Street Closure form, FDOT application, MOT plan, pre-action plan, and course route. This information is then routed to the Transportation and Public Works Department, where Transportation reviews and approves the MOT Plan (Management of Traffic Plan). The information is then routed to the traffic management section where they closely review the traffic monitoring service. Transportation then routes the Street Closure packet to Public Works for review and approval of the public right of way permit. Further, all affected residential and commercial properties must be notified.

Once completed and approved by all corresponding departments, the City Manager signs the final special events

permit approval. In most instances, bike rides would have to obtain Commission approval due to the use of State roads and major thoroughfares, such as the McArthur Causeway, Collins Avenue and Alton Road.

**Research:**

Based upon research and review of a few states and city Special Events regulations, including Colorado, Santa Cruz, Los Angeles and San Francisco, bicycle/cycling events permits are regulated similar to Miami Beach. In most jurisdictions, bicycle races versus bicycle rides are also treated similarly. Santa Cruz and the State of Colorado seem to have more detailed and descriptive regulations regarding bicycle/cycling permitting and have created special regulatory sections. However, as with other jurisdiction, research found that bicycle/cycling Special Events permits are generally:

- prompted by the size of the event, followed by the impact on the city;
- the number of bicycles, in an organized event, triggers a Special Event permit;
  - the State of Colorado and large cities such as Boulder, Los Angeles and San Francisco consider 50+ bicycles as an activation point for a permit ;
- filing for the Special Event permit usually starts at 60 days before the event, but in Boulder filing must start as early as 120 days before the event;
- road closures and collaboration with local departments of transportation and police is essential. Some jurisdictions look at general road closures, while the State of Colorado will weight ‘complete closures’ versus ‘moving or rolling closures’; and
- dates and times of the event is a major factor the State of Colorado allows only day light events.

In addition, discussions were had with the Miami Beach Police Department, Miami Beach Transportation Department and the Florida State Department of Transportation, to get their general views of bicycle special event. The general consensus concluded that collaborative City agency engagement is key. Accordingly, the following suggestions are offered, by the Administration, for consideration to provide more structure and permitting restrictions on organized bicycle/cycling special events:

1. Require all bike events with 25+ riders to apply for a special event permit. Though cities such as San Francisco and the State of Colorado require that events with 50+ apply for a permit, those cities however, have fewer road constraints than Miami Beach and more law enforcement to monitor and mitigate the impact on communities. It is recommended that we start permitting at 25 riders to mitigate impact on Miami Beach residences and roads.
2. Require organized bicycle/cycling events, with a significant number of riders (25+), to present event plan to the City Commission for approval. This would require a minimum 60 day notice to present any new bicycle events on major roadways before the City Commission, inclusive of the event routes, hours of impact, and MOT illustration. Though some jurisdictions, including Boulder and the State of Colorado required more than 60 day notice, given the number of bicycle/cycling events we have had to date, we believe 60 days is adequate notice to present to the City Commission.
3. Create designate pre-approved time-frames that are consistent with existing City Transportation traffic Flow Mitigation Plans - “no closure, lane reduction or traffic holds on Major Corridors permitted during Peak Hour Traffic Monday – Friday from 7am to 10am and 3:30pm to 7pm.”
4. Work with the City’s Transportation Department to designate pre-approved routes on major roadways to swiftly flush approved bicycle/ cycling events in and out of the City with minimal impacts possible. Create a policy where Off-Duty Police Officers may not staff the event unless a Special Events permit has been filed with the City’s Special Events office.
5. Create a policy that prohibits bicycle/cycling events occur during high impact event periods, such as:
  - October - Halloween, Auto Show, Seafood Festival
  - November - White Party Week
  - December - Art Basel, New Year’s Eve
  - January - NCAA Bowl Games, Art Deco Weekend, NATPE
  - February - Food & Wine Festival, and Super Bowl
  - March - Winter Music Conference, Winter Party
  - April - Miami Beach Gay Pride, South Beach Triathlon
  - May - Memorial Day Weekend
  - July - Independence Day Celebration, Swimwear Fashion Week
  - September - Labor Day Weekend



**CONCLUSION:**

As previously discussed at both the Commission and Committee level, the Special Events division is currently reworking special event permitting guidelines, and will be holding community outreach sessions with industry leaders in June to solicit feedback and develop recommended changes. As part of this process, it would be helpful to have direction from NCAC on including any or all of the suggested policy changes as outlined above. Administration is seeking further direction from the Committee on permitting for bike rides in Miami Beach.

**ATTACHMENTS:**

Description		Type
<input type="checkbox"/>	San Francisco Special Permit Regulations	Other
<input type="checkbox"/>	Boulder Special Permit Regulations	Other
<input type="checkbox"/>	State of Colorado Special Permit Regulations	Other



## **GUIDELINES FOR PERMITTING SPECIAL EVENTS**

The Port of San Francisco Waterfront is a popular location for a wide variety of special events. The Port welcomes special events, which helps to activate and enliven public use and enjoyment of the waterfront. To ensure that special events are responsibly managed and executed, the Port has prepared these Guidelines which explain the Port's procedures to obtain use licenses, regulatory review and required permits for conducting special events on Port property.

Special Events are defined as any events occurring on Port property that are not currently allowed under existing Port licenses or leases, which include, but are not limited to:

- City sponsored Events on Port property/jurisdiction
- Bicycle, foot races and other athletic events
- Private or Public Events on Port property paid for by a sponsor
- Private Events on Port property/jurisdiction

Special events are subject to the following requirements summarized below, and described in further detail in the following pages. The Port staff is committed to assisting applicants through these procedures in an effort to increase enjoyment along the waterfront through special events.

### **License to Use Property**

**A License to Use Property issued by the Real Estate or Maritime Division is required for all special events held on Port property.** The License document allows use of the property and sets forth the business terms and condition between the Port and Licensee regarding the use of the property. To initiate any discussions for obtaining a license, Event sponsors must complete a Port of San Francisco Special Event Application, providing full information regarding the proposed event at least 120 days prior to the event start date. (See Section I, "License to Use", below)

### **Review by Port's Planning and Development Division**

All special event applications will be reviewed by the Port's Planning and Development Division in order to determine necessary permits or other required regulatory approvals. (See Section II "Planning and Development Review", below)

## Port Building Permit

A Port Building Permit will be required by the Port's Building Inspection Department if the special event includes the installation and/or construction of improvements such as: tents, booths, stalls, video screens, fences, signage, barricade, temporary generators, etc. (See Section III, **"Building Permit"** below)

## I. LICENSE TO USE PROPERTY

It is mandatory for special event sponsors to obtain a License to Use Property ("License) from the Port's Real Estate (if they are non-maritime in nature) or Maritime Division (if they are maritime in nature) prior to holding the event on Port property. All special events require a License regardless of size or impact to Port property and the neighboring community. The Port division handling the special event will be the sponsor's point of contact at the Port, who also will coordinate with the Port's Planning and Development and the Building Inspection Departments regarding additional permits and/or regulatory requirements.

### Special Event Application

To initiate the License process, event sponsors must provide a clear and complete description of the proposed special event by filling out **"Port of San Francisco Special Event Application"**, which is included in Attachment A. In addition to complying with a wide variety of environmental and regulatory requirements, the Port and event sponsors must be sensitive to, and manage events to minimize, effects on adjacent neighborhoods and districts. Therefore, this process will be greatly facilitated from the outset by a clear and complete description of the event, including on-site and off-site requirements preceding and following the event.

Special event sponsors also will be required to fill out forms regarding financial and business information, and provide evidence of insurance coverage, payment of a use fee, and security deposit. These required coverage amounts and fees will vary according to the type, size and duration of the event. Depending on size and location of the event, a non-refundable deposit of up to \$10,000 may be required to reserve the location. Complete information and site plans for the special event must be submitted to the Port of San Francisco at least **120 calendar days prior to the event start date/occupancy**. All applicable fees must be paid in full at least 30 calendar days prior to the event start date/occupancy.

Event sponsors will be required to provide adequate insurance for proposed events. In general, insurance requirements are those listed below, but may be modified depending on the nature of the event. The following entities must be named as additional insured: City and County of San Francisco, the San Francisco Port Commission, and their Officers, Directors, Employees, and Agents. Endorsement for Additional Insureds (CG 20 10 10/93 or equivalent) is required.

- Workers Compensation insurance with limits not less than \$1 million;
- Comprehensive or Commercial General Liability insurance with limits not less than \$1 to 5 million (depending on nature of event, which includes liquor liability and all independent contractors); Fire Damage with limits not less than \$250,000;
- Automobile Liability insurance with limits not less than \$1 million.

### Environmental Impact Review

Licenses may not be finalized or signed until a review of the environmental impacts of the special event has been completed in compliance with the California Environmental Quality Act (CEQA). The Port's Planning & Development Division provides advice and guidance as needed by applicants to complete CEQA review and other applicable land use permit requirements, which is discussed further in Section II, Planning & Development Review.

## **Regulatory Permits and City Agency Reviews**

Sponsors will be responsible for securing all regulatory reviews, approvals or permits that may be required, and coordination with other City agencies as specified by the Port. These may include Port Building Permits, discussed in detail in Section III, "Port Building Permit", below. If your event occurs within, or directly impacts public streets, sidewalks or transportation facilities (e.g. sidewalk or street closures, impacts on Muni facilities), or involves large gatherings or live entertainment, it is likely that reviews and coordination with other City agencies will be required. The Port will inform the event sponsor if other City agencies need to be consulted. However, event sponsors will be responsible for arranging a meeting of the identified agencies along with the Port Real Estate or Maritime contact person, to coordinate approval of the special event, and any required conditions of approval. The contacts for those City agencies that may be involved are:

- San Francisco Police Dept. (SFPD) - Sergeant John Nestor (415) 575-6350
- Dept. of Parking and Traffic (DPT) - Captain Debbie Fong-Borthne (415) 553-1620
- ISCOTT (coordinating committee of City transportation functions) - Cindy Shamban (415) 701-4683
- San Francisco Fire Dept. (SFFD) - Captain Tyrone Pruitt (415) 274-0565
- Entertainment Commission – Jocelyn Kane (415) 554-5793
- Dept. of Public Health (DPH) - Ajamu Stewart (415) 252-3828
- Port of San Francisco – Accessibility Standards - Wendy Proctor (415) 274-0592

Depending on size, location and type of event, additional permits **may** be required such as, (but not limited to), the following:

- Approved Port Building Permit including plot plan and ADA compliance (it is the responsibility of the event organizer to obtain approval from Port's Engineering Department at least 60 calendar days prior to first calendar start date);
- Alcoholic Beverage Control License from the California Alcohol Beverage Commission (23300 Business and Professions Code);
- Approval from Port of SF Fire Marshall;
- Itinerant Show Permit from the SF Entertainment Commission;
- Loudspeaker Permit from the SF Entertainment Commission;
- Security Plan approved by SF Police Department; may include 10B requirements;
- Traffic Plan approved by Port and SF Police;
- Mechanical Contrivance Permit from the SF Entertainment Commission;
- One Night Event Permit from the SF Entertainment Commission;
- Emergency Medical Services Plan from the Dept. of Public Health;
- Department of Animal Control;
- Any other permit or item deemed necessary by the Port of San Francisco.

## **Citizen Advisory Committees**



The Port maintains ongoing contact and communications with representatives of neighborhoods and districts adjacent to Port lands through several established Port advisory groups, with the objective of ensuring that all Port activities are sensitive to community concerns and needs. The information exchange between Port staff, special event sponsors and the community prior to an event is valuable and facilitates smoothly-run events. Depending on the type of special event, Port staff may recommend that an event be reviewed with specified Port advisory committee(s), generally no less than 30 calendar days prior to event start date. For events in the South Beach neighborhood (between the Bay Bridge and China Basin), the Port has adopted the “Good Neighbor” standards listed below, which all event sponsors and their associates will be required to comply with. Port staff will work with the event sponsor to schedule advisory group presentations, and provide advice to the sponsor on information needed for such meetings.

***South Beach Good Neighbor Standards.*** The Port Commission has adopted the following “Good Neighbor” standards for activities, including Special Events that occur in the South Beach section of the waterfront, between Pier 22-1/2 and China Basin Channel. Sponsors of events in this area will be required to meet these standards, as applicable:

*“Apply the following “Good Neighbor” standards to bars, restaurants which sell alcohol, large fast food restaurants, and assembly and entertainment uses (including special events), unless the Port Commission makes a specific finding that a particular condition is unnecessary or infeasible:*

- a. Any indoor and/or outdoor activity located within 300 feet of a residential unit shall, during the period from 10:00 pm to 6:00 am, insure that sound levels emanating from such activities do not exceed the acceptable noise levels established by the San Francisco Noise Ordinance. Police Code, Article 29.*
- b. The tenant (or sponsor) shall post interior signs and request that patrons leaving the premises after 10:00 pm leave the establishment and the neighborhood in a quiet, peaceful and orderly fashion and not litter or block driveways in the neighborhood. The tenant shall alert the San Francisco Police Department if exiting patrons are causing a disturbance.*
- c. All garbage receptacles shall be enclosed and no garbage shall be put on the sidewalk for collection, except as permitted by Article 5.1 of the Public Works Code.*
- d. The tenant (or sponsor) shall keep sidewalks fronting the premises clean of debris and litter and shall walk a 100 foot radius from the premises sometime between thirty minutes after closing and 8:00 am the following morning to pick up and dispose of any discarded trash left by area patrons.*
- e. The tenant (or sponsor) shall designate a neighborhood liaison contact person whose name and phone number shall be made available to the Port and to neighborhood associations in the area.*



## **Attachment A PORT OF SAN FRANCISCO SPECIAL EVENT APPLICATION**

**EVENT NAME:**

**EVENT SPONSOR NAME & CONTACT PERSON:**

**ADDRESS:**

**PHONE:**

**EMAIL:**

**DATE OF APPLICATION SUBMITTAL:**

### **SPECIAL EVENT SUBMITTAL REQUIREMENTS**

On a separate attachment, please provide a clear and complete written description of the proposed special event, including relevant background information about the purpose of the event (e.g. part of a fundraiser; part of a commemorative event). This description should be written so that lay citizens can understand the basics about the event and associated activities that will be involved. In addition, please provide the following event information, which will facilitate inter-agency review and coordination:

- Detailed event time schedule, including set-up and break-down periods
- Site location plan, which includes cross streets and adjacent neighborhoods and/or districts
- Anticipated attendance for each day
- Event attendance restrictions such as whether the event will be open to the public, require an admission fee (indicate amount), and any other requirements, or restrictions
- Security plan for event site and surrounding neighborhood, as applicable
- Clean-up plan for event site and surrounding neighborhood
- Locations of portable toilets or other installations on-site and in surrounding neighborhood
- Tent Dimensions and locations
- Banner & Signs location and depictions

Please also answer the questions in the below checklist. If you have any questions regarding any of these information requirements, please contact the Port's Real Estate Special Events Manager, Joyce Chan at 415-274-0259.

## **II. PLANNING AND DEVELOPMENT REVIEW**

The Port's Planning and Development staff is responsible for screening Special Event Applications to determine applicable environmental review requirements, and other regulatory reviews and permits, which generally focus on the areas described below. Complete submittals will facilitate this process. Missing or incomplete information may delay necessary approvals. Planning and Development will request additional information required generally within 10 working days of receiving a complete Application, if needed. Planning & Development approval (sometimes with conditions) is required before Port approval of a License, and before the Port's Building Department will process any associated Port building permits that may be required.

### **CEQA Environmental Review**

All special events must be reviewed for environmental impacts pursuant to the California Environmental Quality Act (CEQA). The CEQA review process is administered by the San Francisco Planning Department's Major Environmental Analysis (MEA) division, and must be completed before the Port can finalize and sign the License for the special event. In most instances, one-time special events of short duration are exempt from CEQA, however this determination must be confirmed by MEA. In rare situations, MEA may require environmental review to be conducted. The Port's Planning and Development staff assist in getting confirmation on whether a proposed special event is exempt from CEQA, however if it not, the sponsor will be responsible for working with MEA to comply with the applicable requirements.

### **BCDC**

Special events that occur on The Embarcadero or piers will likely require a permit or approval from the San Francisco Bay Conservation and Development Commission (BCDC). Events that are located within 100 feet of the shoreline of the Bay are located within BCDC jurisdiction and will require at least a 45 day advance notice for processing for the required permit. Port staff will assist event sponsors in identifying if a BCDC permit is necessary and advise on the process for obtaining a permit. However, if BCDC requires that a special event meet specified conditions, it is the sole responsibility of the special event sponsor to comply with those conditions.

### **Other**

The Port's Planning and Development Division also includes review where events may involve use or storage of hazardous materials, or other activities subject to regulatory review. Port staff will inform event sponsors if additional regulatory approvals are required.

If the Special Event sponsor plans to install signage advertising or identifying the event either on site or along a public right of way a separate building permit will be required from the Port's Building Permit division.

### III. PORT BUILDING PERMIT

If the special event requires construction or installation of any facilities, even on a temporary basis, a Port Building Permit will be required. The special event sponsor/producer may apply for a Port Building Permit **only after** the review of the Special Event Application has been completed and approved by the Port Real Estate (or Maritime), and Planning & Development Divisions, and a final License to Use has been signed. At such time when these approvals are secured, the Event Sponsor should receive a “Special Event Certificate of Approval”, shown in Attachment B, approved by both Real Estate or Maritime and Planning and Development, which must be submitted to the Port’s Building Inspection Department. The Building Inspection Department will not process any Building Permit without this pre-approval. **See Attachment C, “Temporary/Special Event Building Permit Process Guide and Mandatory Checklist for Applications”, below for full details on the building permit process for Special Events.** To schedule an appointment with the Building Inspection Department call 415-274-0561.

All Temporary/ Special Event building permits must be processed using the attached **Temporary /Special Event Building Permit CHECK LIST** which provides the necessary information that allows a quick review of the building permit application for minimum code compliance. This **CHECK LIST** must be filled out and submitted to the Permit Desk at Pier 1 with 4 sets of plans and an application for a Building Permit with a signed **Special Event Certificate of Approval**. (Building Permit applications are available at the Permit Desk and at [sfport.com](http://sfport.com).)



## PORT OF SAN FRANCISCO SPECIAL EVENT APPLICANT CHECKLIST

YES	NO	N/A	<b><u>A. Is the below information provided in the Special Event Application and Attachment?</u></b>
			1. A complete description of the special event
			2. A site plan is provided showing all streets, structures, parking and event areas. <b>Event area must be designated.</b>
			3. All street and cross street names are noted on the site plan
			4. All existing buildings and temporary structures for event are shown and are fully dimensioned within submitted plans
			5. Date(s) and hours of actual event
			6. Date(s) and hours to set up for event
			7. Date(s) and hours to remove event equipment
YES	NO	N/A	<b><u>B. Please answer the following questions to facilitate Port's review for regulatory approval requirements. Provide further details as needed to fully answer each question on the separate Special Event Application Attachment.</u></b>
			1. Is this event located within or east of The Embarcadero roadway/promenade?
			2. Does this event include the installation of a structure or staging area in or adjacent to a public plaza, public park, public open space or sidewalk area?
			3. Does this event or any component of it take place within San Francisco Bay?
			4. Does this event involve the use or storage of any hazardous or flammable liquids or materials (e.g. fuels)?
			5. Does this event alter any of the Port's facilities in an irreversible way?
			6. Does the event occur in an historic pier shed , bulkhead building or other historic structure?
			7. Will this event possibly affect the surrounding neighborhood with noise, increased traffic, trash or excessive lighting?
			8. Does this event include the use of livestock or other non-domestic animals?
			9. Will the event have signage advertising or identifying the event either at the event site or within the public right-of-way? If yes a separate Port building permit will be required.
			10. Have you coordinated with any community or neighborhood groups or associations, or other public agency to secure permits for this event? If yes, please describe community or agency representatives contacted in the Special Event Application Attachment.



**Attachment B**  
**Special Event Certificate of Approval**

**To:** Building Permit Desk  
FIN NO. \_\_\_\_\_

**From:** \_\_\_\_\_ Real Estate \_\_\_\_\_ Maritime

**Date:** \_\_\_\_\_

**Re:** Approval of \_\_\_\_\_

Special Event located at \_\_\_\_\_ Dates \_\_\_\_\_

On \_\_\_\_\_, the attached Special Event Application was received from:

\_\_\_\_\_ Real Estate Division \_\_\_\_\_ Maritime Division

Port Planning and Development staff have reviewed the Application and completed the following applicable environmental review and land use approvals and permit processes:

\_\_\_\_\_ CEQA environmental review (attach documentation);

\_\_\_\_\_ BCDC review and approval (attach documentation);

\_\_\_\_\_ Does not require BCDC approval

\_\_\_\_\_ Other required permits, approvals and/or conditions for the special event (provide further detail in attachments if necessary): \_\_\_\_\_

---

**APPROVED BY:**

_____	_____	_____	_____
Planning and Development Division	Date	Real Estate/Maritime	Date

_____	_____	_____	_____
Fire Marshall	Date	Collections	Date

_____	_____
Environmental	Date



## **Attachment C**

# **TEMPORARY SPECIAL EVENT BUILDING PERMIT PROCESS GUIDE AND MANDATORY CHECK LIST FOR APPLICATIONS**

**PORT OF SAN FRANCISCO  
ENGINEERING DIVISION  
BUILDING PERMIT GROUP  
PIER 1  
SAN FRANCISCO, CA 94111**

Permit Desk (415) 274-0554  
Monday – Friday  
8:30 A.M. - 11:30 A.M. Open Office Hours  
1:30 P.M. – 3:00 P.M. (BY APPOINTMENT ONLY)

### **INSPECTIONS**

**Inspections must be scheduled by the applicant or his/her agent  
ONE DAY MINIMUM NOTICE REQUIRED  
TO SCHEDULE AN APPOINTMENT CALL 415-274-0561**

## **OFF HOURS INSPECTIONS**

**4:30 PM TO 9:00 PM Monday – Friday  
8:00 AM – 3:00 PM Sat. – Sun  
Available @ \$120.00/hr rate (min 2 hrs)  
Must be prepaid at the Pier 1 Permit Desk  
during regular office hours 8:30 AM – 4:30 PM**

## **TEMPORARY/SPECIAL EVENT BUILDING PERMIT**

## PROGRAM INTENT

All Temporary/ Special Event building permits must be processed using the attached **Temporary /Special Event Permit CHECK LIST** which provides the necessary information that allows a quick review of the building permit application for minimum code compliance.

## TYPES OF EVENTS

- City Sponsored Events on Port Property/Jurisdiction
- Bicycle and Foot Races
- Private/Public Events on Port Property paid for by a sponsor
- Private Events on Port Property/Jurisdiction
- See also Real Estates Guidelines for Permitting Special Events 274-0411

## PLANNING AND DEVELOPMENT APPROVAL

Temporary or Special Events will require a review and approval of the Port's Planning and Development Divisions. **A SPECIAL EVENT CERTIFICATE OF APPROVAL must be obtained PRIOR to submitting an application for a building permit.** The **Special Event Certificate of Approval**, available through the Port Real Estate Division, will include review and approvals by the Maritime/Real Estate and Planning divisions.

**Planning 415-274-0264**

**Maritime 415 274-0527**

**Real Estate 415-274-0411**

## PERMIT SUBMITTALS

Fill out the attached **MANDATORY CHECK LIST FOR APPLICATIONS** and submit it to the Permit Desk at Pier 1 with 4 sets of plans and an application for a Building Permit with a **signed Special Event Certificate of Approval**.

(Building Permit applications are available at the Permit Desk and at [www.sfport.com](http://www.sfport.com).)



# **TEMPORARY/SPECIAL EVENT PERMIT CHECKLIST**

This form must be filled out in its entirety and **SUBMITTED** with a **building permit application**. It provides essential plan review information related to the scope of work, in order to expedite a building permit for a Temporary Event. **Any alteration of the form or its format will void its submittal.**

YES	NO	<b>1.0 CERTIFICATE OF PLANNING – REAL ESTATE – MARITIME APPROVAL</b>
		<b>1.1</b> A signed Special Event Certificate of Approval is provided with this application

CHECK APPLICABLE	<b>2.0 FUNDING</b>
	<b>2.1</b> This event uses any public funding
	<b>2.2</b> This event uses private funding only

CHECK ONE	<b>3.0 PROPOSED OCCUPANT LOAD</b>
	<b>3.1</b> 0 – 50 Participants expected to attend (including staff)
	<b>3.2</b> 51 – 250 Participants expected to attend (including staff)
	<b>3.3</b> 251 – 500 Participants expected to attend (including staff)
	<b>3.4</b> Over 500 Participants expected to attend (including staff)

CHECK APPLICABLE	<b>4.0 SCOPE OF WORK</b>
	<b>4.1</b> Tents will be erected for this event
	<b>4.2</b> Canopies will be erected or used for this event
	<b>4.3</b> Membrane structures will be erected or used for this event
	<b>4.4</b> Stairway(s) will be erected or used for this event
	<b>4.5</b> Ramp(s) will be erected or used for this event
	<b>4.6</b> Stage(s) will be erected or used for this event
	<b>4.7</b> Reviewing stands will be erected or used for this event
	<b>4.8</b> This event takes place in an existing building
	<b>4.9</b> This event takes place out doors only

YES	NO *	N/A **	<b>5.0 INFORMATION PROVIDED ON PLANS</b>
			<b>5.1</b> A site plan (1/8" min. scale) is provided showing all streets, structures, parking and event areas. <i>Event area must be designated</i>
			<b>5.2</b> All street and cross street names are noted on the site plan
			<b>5.3</b> All buildings and temporary structures are shown and fully

			dimensioned within submitted plans
			<b>5.4</b> Public and/or staff parking is shown and fully dimensioned within submitted plans
			<b>5.5</b> All egress doors or openings (including turnstiles) are shown and fully dimensioned within submitted plans
			<b>5.6</b> All stages, platforms, reviewing stands are shown and fully dimensioned within submitted plans
			<b>5.7</b> All stairways and ramps (permanent and temporary) are shown and fully dimensioned within submitted plans
			<b>5.8</b> All fences, guardrails and barricades used for control of the public are shown and fully dimensioned within submitted plans
			<b>5.9</b> Anchorage methods (i.e.; water barrels, stake anchors etc.) of any temporary structures are shown and fully dimensioned within submitted plans, including connection details
			<b>5.10</b> Emergency care facilities are shown and fully dimensioned within submitted plans
			<b>5.11</b> Exit signage leading to required exits are clearly shown within the submitted drawings
* No means application may not be acceptable (subject to Permit Desk review)			
** N/A means Not Applicable because no such facility or item exists at all			

## ACCESSIBILITY STANDARDS

In accordance with Federal, State and local laws, the Port of San Francisco is mandated to enforce equal requirements to ensure barrier – free access for individuals with disabilities. SFBC Sec. 101.17.11 requires barrier free access to all buildings and facilities, including temporary and emergency buildings and facilities.

I as applicant, or applicant's agent, have read and I do understand the above requirements for disabled access and I verify that the existing disabled access conditions at the site for this project and the information submitted with the application for this event as being true and accurate.

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

YES	NO *	N/A **	6.0 PATH OF TRAVEL
			<b>6.1</b> Accessible parking space for cars, vans (SFBC 1129B) and passenger drop off zones (SFBC 1131B) is clearly shown within submitted plans
			<b>6.2</b> Accessible staff parking is fully dimensioned within submitted plans
			<b>6.3</b> Accessible parking spaces provided comply with the minimum parking spaces requirements of SFBC Table 11B-6 (1129B.1)
			<b>6.4</b> An accessible (SFBC 1114B.1.2) path of travel from parking areas, public right of ways (e.g. public sidewalks, bus/street car stops, passenger drop off zones) is clearly shown within submitted plans
			<b>6.5</b> The wheel chair Path of Travel is designated within the submitted plans as a dashed line identified with the International Symbol of Accessibility (SFBC 101.17.11, 1101B.1, 1114B.1.2)
			<b>6.6</b> All egress doors and openings within the required wheel chair Path of Travel (SFBC 217 – P) (including turnstiles) have fully dimensioned widths shown within submitted plans
			<b>6.7</b> All ramp slopes are designated (SFBC 1133B.5.3) and ramp widths (SFBC 1133B.5.2) are clearly shown within submitted plans
			<b>6.8</b> All stair treads, nosing and risers (SFBC 1133B.4.5) are shown and have their dimensions clearly designated within submitted plans
			<b>6.9</b> All ramp and stair hand rails (SFBC 1133B.4.1 - 1133B.5.5) are shown and fully dimensioned within submitted plans
			<b>6.10</b> Cashier, service and ticket counter heights are noted as 34” or less within the submitted plans ((SFBC 101.17.11, 1117B.7, 1118B.5, 1118B.6) for wheel chair accessibility
			<b>6.11</b> All wheel chair lifts are designated and shown within the submitted plans (SFBC 101.17.11, 1101B.1, 1114B.1.2)
* Application may not be acceptable (subject to Permit Desk review)			
** N/A means Not Applicable because no such facility or item exists at all			

YES	NO *	7.0 BATHING AND TOILET FACILITIES (SFBC 1115B)
		<b>7.1</b> There are permanent toilet facilities serving this event
		<b>7.2</b> There are permanent toilet facilities serving this event that are wheel chair accessible and they are clearly designated within submitted plans
		<b>7.3</b> Portable toilet facilities will be provided for this event
		<b>7.4</b> Portable toilet facilities that are wheel chair accessible will be provided for this event and they are clearly designated within submitted plans
		<b>7.5</b> Portable lavatories or hand washing stations are provided for this event and they are clearly designated within submitted plans
		<b>7.6</b> There is a drinking fountain (or fountains) serving this event
		<b>7.7</b> There is a wheel chair accessible drinking fountain serving this event and it is clearly designated within submitted plans

\* Application may not be acceptable (subject to Permit Desk review)

YES	NO	8.0 Bureau of Fire Prevention SFFD Regulated Activities
		8.1 Will food be served for this event
		8.2 Will any vendors or booths for this event be using natural gas, propane or butane
		8.3 Will any vendors or booths for this event be using candles, sterno, charcoal, or mesquite
		8.4 Will food be served in or under tents or canopies for this event
		8.5 Will any generators that store ten gallons of fuel or more be used for this event
		8.6 Will any carnival or amusement rides be provided for this event
		8.7 Will any fireworks or pyrotechnics be used for this event

YES	NO	9.0 UTILITIES
		9.1 There are public telephones available serving this event
		9.2 There is a wheel chair accessible telephone available at this event and it is clearly designated within the submitted plans
		9.3 A utility plan showing any water supply or waste water control systems and diagrams for any electrical systems (low and/or high voltage and/or generators) that are provided for this event is included within the submitted plans
		9.4 Ratings of the electrical supply and voltage outputs are indicated within the utility plans for the electrical system
		9.5 Temporary electrical service is provided by generator(s)
		9.6 A single line electrical drawing is included within the submitted plans
Check below for any utility costs that are included in the lease agreement for this event		
		9.7 Domestic Water
		9.8 Electrical Power (low or high voltage)
		9.9 Waste Water Control
		9.10 Gas Services





City of Boulder

# 2018 Special Events Guide



v 4.3.2018

## WELCOME

The City of Boulder is proud to host a variety of Special Events that contribute to the individual, social, economic and environmental health and well-being of our community. This guide is intended to help you navigate the special event permitting process and provide tips that will facilitate your special event planning. Please read this guide prior to completing and submitting a special event application request.

If you are planning a first-time event, or simply making venue or programmatic changes to an annual event, please feel free to contact us before you complete your event plans. Whether you are wondering about the availability of a venue or seeking technical assistance, a preliminary conversation with city staff may help you save valuable time and provide you with initial guidance in the development of your special event plan.

For general questions related to events, please contact [specialevents@bouldercolorado.gov](mailto:specialevents@bouldercolorado.gov), or you may contact city staff listed below for questions related to specific venues:

CITY PARKS	Justin Greenstein	(303) 413-7222	<a href="mailto:greensteinj@bouldercolorado.gov">greensteinj@bouldercolorado.gov</a>
CITY STREETS	Lane Landrith	(303) 413-7316	<a href="mailto:landrithl@bouldercolorado.gov">landrithl@bouldercolorado.gov</a>
CITY-WIDE EVENTS	Mike Eubank	(303) 413-7226	<a href="mailto:eubankm@bouldercolorado.gov">eubankm@bouldercolorado.gov</a>
BOULDER RESERVOIR	Stacy Cole	(303) 441-3469	<a href="mailto:coles@bouldercolorado.gov">coles@bouldercolorado.gov</a>
MULT-USE PATHS	Justin Greenstein	(303) 413-7222	<a href="mailto:greensteinj@bouldercolorado.gov">greensteinj@bouldercolorado.gov</a>
PEARL STREET MALL	Lane Landrith	(303) 413-7316	<a href="mailto:landrithl@bouldercolorado.gov">landrithl@bouldercolorado.gov</a>
VALMONT CITY PARK	Skyler Beck	(303) 413-7219	<a href="mailto:becks@bouldercolorado.gov">becks@bouldercolorado.gov</a>
MULTIPLE City, CU, County, State VENUES	Mike Eubank	(303) 413-7226	<a href="mailto:eubankm@bouldercolorado.gov">eubankm@bouldercolorado.gov</a>

After you have developed the details for your special event, submit your Special Event Application with any supporting documents, including all requirements defined in this guide. Once you have submitted your application, a city representative will contact you and serve as your primary point of contact for processing and issuing your permit. This person will review your permit application and notify you if your application is complete and if your event requires any additional documentation, permits, licenses or a logistics meeting with staff or the special event review team. Receipt of your application by the City of Boulder is NOT a guarantee of the date or venue nor an implied approval of your event.

## WHEN IS A SPECIAL EVENT APPLICATION AND PERMIT REQUIRED?

A Special Event Permit is required for all public activities conducted on public property that meet any of the following criteria:

- When the expected number of participants and spectators totals 50 or more people; and/or
- When using tents, structures and/or sound amplification; and/or
- When providing, selling or distributing alcohol and/or food to the public; and/or
- When using city streets and impacting vehicle, bike and bus traffic, or public right of ways.

*See Appendix G for a complete list of City of Boulder Permits, Rental and Advocacy Reservations. Advocacy activities do not require a special event permit and are addressed in Appendix G.*

## SPECIAL EVENT APPLICATION TIMELINE

If your planned activity meets the special event definition above, you must submit a completed Special Event Application at least 120 days, but no more than 364 days prior to the proposed event date. Applications are accepted on a first-come, first-served basis. Incomplete applications will not be accepted and will delay processing, which could affect the availability of your preferred event date or location.

### **364 - 120 days prior to event start date**

- New and Renewal Applications must be submitted to confirm event proposals, venues and dates.
- All applicants must submit any required deposits or fees to confirm event date holds.

NOTE: The initial application must include a clear event concept with all proposed activities, venues, dates, and fees to be accepted. Late submissions may be subject to denial, penalty fees, denial of future special event permit applications or the requirement of a cash deposit or surety bond.

### **119 - 60 days prior to event start date**

Accepted applications must submit all proposed event documentation as required in this Special Event Guide.

- site maps
- route maps
- alcohol plans
- vendor details
- food vendor/food truck details
- use of amplified sound
- power and/or water requests
- portable toilet and wash station details
- structure/inflatable details
- tenting/awning details
- generator/wiring details
- parking plans
- street closure and traffic control plans (including street closure petition for new events)
- event notification plans
- event signage plans
- medical plans
- zero waste plans

NOTE: All proposed event documentation must be review by the City of Boulder Special Event Review Team based on size, scope and impact of the proposed event activities to receive a confirmation to proceed.

### **59 - 30 days prior to event start**

- Applicants must submit all supplemental applications for permits, if applicable, including but not limited to Alcohol and Building Code (Tents and Generators)
- Applicants must submit all supplemental agreements and required fees for city services, if applicable, including but not limited to Police, Fire and Parking Services.
- Applicants requesting street closures and/or use of public right of ways requiring a Traffic Control Plan must have city approval of these plans to proceed.
- If any vendors do not have a current [City of Boulder Sales and Use Tax License](#), it must be obtained prior to the event. Please allow 4 – 6 weeks for processing and mailing.

## **29 - 14 days prior to event start**

- Applicants must provide a Certificate of Insurance dated no more than 29 days before event start.
- Applicants must provide a list of all vendors onsite, if applicable.
- Applicants must provide the portable toilet vendor, drop-off and load-out schedule, if applicable.
- Applicants must provide a list of all food vendors onsite, if applicable.
- Applicants must provide the application receipt for any approved tents, structures and generators from City of Boulder Planning and Development Services, if applicable.
- Applicants must provide a signed agreement and proof of payment for any fees for any police, fire, parking or city services, if applicable.

The applicant is responsible for obtaining any additional permits, contracting any required services, and/or authorization and/or exemptions required by other agencies with jurisdiction for any element of the event (e.g. Special Event Liquor Permit, Boulder County Food Permits, Boulder County, State of Colorado, etc.). In some cases, written confirmation for the approved use of public property must be obtained to complete supplemental applications and/or agreements. Example: An Alcohol Permission Letter from the City Venue must be submitted with the Alcohol Special Event Application.

## **SPECIAL EVENT REVIEW PROCESS**

The Special Event Review Process is facilitated by the Special Event Review Team, composed of representatives from various city departments that may be affected by or have regulatory authority related to your event request. This type of review provides a coordinated approach to the application review, consent and on-site management of your proposed event. The review process begins when you submit your application. Receipt of your application or the initiation of the review process does not deem your application to be complete, nor should submission of an application be construed as final approval of your request.

Throughout the review process, you may be asked to clarify your application by providing additional information or documents, as requested by your city point of contact or member of the Review Team. At the sole discretion of the City of Boulder, you may be authorized to submit written amendments to your initial application due to unique activities or circumstances related to the event. Amendments to your application must be submitted to the Review Team within the requested timeline. Delays in providing the required information may affect the ability to finish reviewing your application in a timely manner or result in the determination that your application is incomplete and cannot be reviewed and/or result in added late fees.

## **FINAL PERMIT**

After the Special Event Team has completed their review and recommendations, and the applicant has completed and/or provided all requirements, service contracts and fees, a Special Event Permit may be issued. The final permit issued by the City of Boulder is valid only for the venue area(s) and event activities, including set-up and dismantle dates and times, as depicted on the approved site map and as described in the approved Special Event Application.

The City of Boulder may place conditions on, requirements for, or not approve all venue areas and/or activities requested in the application. Failure to comply with the terms and conditions of the permit, additional requirements of the City of Boulder, or requirements established in the Special Event Planning Guide may result in the immediate cancellation of the event, penalty fees, denial of future special event permit applications or the requirement of a cash deposit or surety bond.



## A - Z Guide for Special Events Permitting

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### Venue Specific Regulations:

- A. Boulder Reservoir
- B. City Parks / Multi-Use Paths / Boulder Creek Path
- C. City Streets
- D. Pearl Street Mall
- E. Valmont City Park

### Application Examples:

- F. Insurance Certificate Example

### Additional Permits and Contact Information:

- G. Advocacy Reservations, and Permits for Film & Photography, Park Facilities and Open Space

## ACCESSIBILITY

As an event organizer, you are required to comply with all Federal, State, County and City Americans with Disability Act (ADA) laws applicable to your event. All event venues, structures and activities shall be accessible to persons with disabilities. If a portion of your event cannot be made accessible, an alternate area must be provided with the same activities that are in the inaccessible area. This area must include signage indicating that it is an ADA accessible area. You need to consider the following access as you plan your event: first aid, information center, parking, clear paths of travel (to and from, and inside the event), restrooms, seating, signage, drinking fountains, phones, transportation and access to vendors. If all areas are not accessible, directional signage or a map or program must be provided to attendees indicating the location of accessible restrooms, parking, drinking fountains, phones, etc. Compliance with the Americans with Disabilities Act and all amendments to the act shall be the sole responsibility of the applicant. The applicant agrees to defend and hold the City harmless from any expense or liability arising from the applicant's non-compliance. For more information about the Americans with Disabilities Act and compliance at events, please visit [www.ada.gov](http://www.ada.gov).

## ADVERTISING

Please ensure that your Special Event Application has been approved by the City before you promote, market or advertise your event. Acceptance of your Special Event Application by the City is neither a guarantee of the date or location, nor an automatic approval of your event. The event organizer must complete the application requirements entirely before the City will issue a Special Event Permit. Event organizers advertising an event or collecting registration fees prior to the issuance of an approved permit do so at their own risk and cost.

## ALCOHOL

When proposing the sale and/or distribution of Alcohol at your event, the following event documentation is required with the Special Event Application:

**Due at least 60 days in advance of event start date:**

- Provide a separate site map with dimensions for all proposed areas with alcohol including the location of the main bar/alcohol service areas, any fencing, entry/exits, zero waste, portable toilets, tents, vendors, food service, staffing/marshals and signage
- Provide a completed [City of Boulder Alcohol Supplemental Questions for Special Events](#)

Note: The applicant is responsible for obtaining any additional permits, contracting any required services, and/or authorization and/or exemptions required by other agencies with jurisdiction for any element of the event, such as completing the **Special Event Liquor Permit** Requirements.

Pursuant to State Liquor Code and the City of Boulder, anyone selling and/or serving alcohol where members of the general public have access are required to obtain a **Special Event Liquor Permit**. Non-Profit organizations are the only entities that qualify as an applicant. Each applicant is limited to fifteen (15) event days per calendar year for special event permits.

A complete [City and State Liquor Application](#) must be submitted at least thirty (30) days prior to the event, there are no exceptions per state code and local rules. Special Event Liquor Applications are only accepted at a scheduled intake appointment and may not be dropped off or mailed in. Please call (303)-441-4192 for your appointment at least 3-4 days in advance after receiving your alcohol permission letter, approved site map and completing the application.

Special Event Liquor Application and Permit fees are as follows:

- Application Fee, 250 people or less: \$50
- Application Fee, 250 people or more: \$100

The following rules apply:

- Alcohol service and seating areas must be completely fenced with all exits and entrances staffed by marshals during the entire alcohol serving period;
- Each entrance and exit must be staffed with two marshals wearing brightly colored vests and who are at least 18 years of age and not themselves consuming alcohol;
- Fence height and the use of off-duty police officers will be determined on case by case basis with event size, scope and history taken into account;
- Alcohol servers must be TIPS (Training for Intervention Procedures) certified;
- All alcohol must be consumed within the designated and approved alcohol premises.

NOTE: All vendors providing sales and services at your event must have a City of Boulder Sales and Use Tax License. Vendors without this license must file this form prior to attending the event. Please allow 4 to 6 weeks to process and mail your license.

For events with alcohol permits, an appointment must be made with Licensing staff for a premises inspection to occur no less than 2 hours prior to the service of alcohol on the first day of the event for any event with an anticipated attendance 5,000 or more, if it is a first-time event regardless of attendance size, or if prior enforcement history warrants inspection.

For more information, please contact the City of Boulder Licensing division at (303) 441-4192 after receiving your alcohol permission letter, approved site map and completing the application. Special Event Liquor License instructions can be found here: <https://bouldercolorado.gov/tax-license/special-event-liquor-license-instructions>

*See attached Venue Regulations (Appendix A – E) for additional information about having liquor at an event.*

## AMPLIFIED SOUND

When proposing the use of Amplified Sound at your event, the following event documentation is required with the Special Event Application.

### **Due at least 60 days in advance of event start date:**

- Provide a complete description for the use of amplified sound (music, announcements, play-by-play) including specific start /end times and the onsite responsible party with mobile/text number;
- A site map with the location of amplified sound, speakers and direction the sound will travel.

Note: The applicant is responsible for obtaining any additional permits, contracting any required services, authorizations and/or exemptions required by other agencies with jurisdiction for any element of the event.

The amplified sound associated with outdoor activities shall commence not earlier than 7:00 a.m. and shall be terminated no later than 11:00 p.m. Some venues have reduced hours in which amplified sound is permissible (see Appendix A – E for Venue Specific Regulations). This is based on the location of the venue and type of operation.

All Events with Amplified Sound must remain in compliance with Boulder Revised Code 5-9-3 during the entire event. Sound limits are set forth in the table below. The event organizers and/or responsible party must monitor amplified sound noise levels throughout the event to ensure compliance. Events not in compliance are subject to citations, fines and/or future permit denials.

City of Boulder – Noise Decibels Limits as per [Boulder Revised Code 5-9-3](#)

<i>Zoning District of the Property on which the Sound Is Received</i>	<i>Maximum Number of Decibels Permitted from 7 a.m. until 11 p.m. of the Same Day</i>	<i>Maximum Number of Decibels Permitted from 11 p.m. until 7 a.m. of the Following Day</i>
Residential	55 dBA	50 dBA
Mixed use and other	65 dBA	60 dBA
Industrial	80 dBA	75 dBA

See attached Venue Specific Regulations (Appendix A – E)

**BANNERS AND PROMOTIONAL SIGNS**

When proposing the use of Banners and/or Promotional Signage at your event, the following event documentation is required with the Special Event Application.

**Due at least 60 days in advance of event start date:**

- Provide a complete size, installation and location description for any banners/signage in, near or facing the public right of ways.

Note: The applicant is responsible for obtaining any additional permits, contracting any required services, authorizations and/or exemptions required by other agencies with jurisdiction for any element of the event.

Temporary signs can be the most colorful and cost-effective way of promoting your special event. Banners and signs may be placed on public property to promote your event with prior approval in writing. All banners and event signs must be reviewed and approved according to Boulder Revised Code 8-6-11 and 9-9-21. The following rules apply:

- Sign design and placement locations must be approved by the City of Boulder;
- Only one sign per street frontage will be permitted;
- Sign must be set back ten feet from any property line adjacent to a street;



- Signs may be posted no more than 10 days before an event and must be removed immediately after the event (within 24 hours);
- The maximum banner or free-standing sign size is 50 square feet;
- Maximum height for banners or free-standing signs is 7 feet;
- Banners must be firmly attached on at least all four corners;
- Signs may not be placed in the public right of way (medians and street intersections);
- Traffic Control Devices and supports shall not have any message not related to traffic control.
- Event will not paint, chalk, mark or deface any public property, park, pathway, or street.

For more information please contact the City of Boulder, Zoning Enforcement Office at (303) 441-3239.

NOTE: Banner and Signage post-event removal must include all tape, zip-ties and attachment devices to avoid additional charges.

*See attached Venue Specific Regulations (Appendix A – E)*

## DEPOSIT

Applicants may be required to pay a security deposit to cover the cost of cleanup or damage incurred because of an event. Refunded deposits may be issued following the event after all required fees are paid in full and any after-action review is complete (as needed).

*See attached Venue Specific Regulations (Appendix A – E)*

## ELECTRICITY

NOTE: Access to Electrical Outlets are not available in all public venues.

When proposing the use of onsite Electricity at your event, the following event documentation is required with the Special Event Application.

### **Due at least 60 days in advance of event start date:**

- For any onsite electrical outlets requested, provide the date, time and location for any proposed use of any electrical outlets currently on public property.

Note: The applicant is responsible for obtaining any additional permits, contracting any required services, authorizations and/or exemptions required by other agencies with jurisdiction for any element of the event.

All extension cords must be properly grounded, secured and covered to avoid creating a trip hazard.

*Also see “Generators”*

*See attached Venue Specific Regulations (Appendix A – E)*

## FEES

Once the event application is approved and permitted, the applicant will be legally responsible and financially liable to City of Boulder for all fees and costs associated with the overall organization, management, and implementation of the event and related activities. Fees vary based on event location.

*See attached Venue Specific Regulations (Appendix A – E)*

## FENCING

When proposing the addition of fencing at your event, the following event documentation is required with the Special Event Application.

### **Due at least 60 days in advance of event start date:**

- On the event site map, provide the location and dimensions for all proposed fencing, entry/exits, staffing/marshals and any directional signage

Note: The applicant and any proposed vendors are responsible for obtaining any additional permits, contracting any required services, authorizations and/or exemptions required by other agencies with jurisdiction for any element of the event.

Fenced area refers to any event, or area within the event, that is closed off by temporary fencing.

- Occupancy: The Fire Department will set occupancy load if expected attendance is over 50.
- Number of exits: The number of exits shall be in addition to the main entrance. Three exits shall be provided when the site accommodates from 1,000 to 3,000 persons. Four exits shall be provided when the site accommodates more than 3,000 persons.
- Exit spacing: Exits shall be equally spaced along the perimeter of the fence. The exits shall be spaced so that no exit is greater than a distance of 400 feet of travel from the next exit.
- Exit width: Exit width shall be understood to be a panel's width of temporary fencing, to provide an opening of no less than 48 inches.
- Exit staffing: Each exit shall have a marshal assigned to it. The event promoter shall provide a gate assignment roster upon request.
- Exit sign/markings: Each emergency exit shall have a white background with contrasting red letters. Exit signs shall measure 18 x 24 inches. Sign lettering shall measure 12 inches in height. Signs shall be placed at the top center of the exit panel.

For more information on fence requirements, please contact the Boulder Fire Department at (303) 413-3348.

*See attached Venue Specific Regulations (Appendix A – E)*

## FOOD VENDORS / MOBILE FOOD VEHICLES

When proposing the use of food vendors and/or mobile food trucks at your event, the following event documentation is required with the Special Event Application:

### **Due at least 60 days in advance of event start date:**

- Provide the total number of food vendors and/or mobile food trucks and indicate the locations on the site map for all licensed food trucks and vendors.

**Due at least 14 days in advance of event start date:**

- Provide a list of all mobile food trucks onsite (these trucks must have a valid City of Boulder business license and [Mobile Food Vehicle License](#)).
- Provide a list of all food vendors onsite (all food vendors must have a valid [City of Boulder Sales and Use Tax License](#)).

Note: The applicant is responsible for obtaining any additional permits, contracting any required services, authorizations and/or exemptions required by other agencies with jurisdiction for any element of the event.

Both **Event Coordinators** and all **Food Vendors, including Mobil Food Vehicles**, participating in a temporary event must also fill out a Boulder County “Temporary Event” application at least 10 days prior to the event. Event packets are available at Boulder County Public Health, 3450 Broadway, Boulder or the web site at <http://bouldercountyfood.org>. Please call 303-441-1564 for additional information.

Food Vendors and Mobile Food Vehicles must have a [Zero Waste Vendor Agreement](#). Everything given out by vendors, including serviceware, must be recyclable or compostable. Vendors are prohibited from serving any materials that go to the landfill. It is the responsibility of the Event Coordinator to ensure that all vendors are in compliance with this rule and to obtain a signed vendor agreement from every vendor. You can find the form [here](#). Vendors must retain a copy of agreement and have it on site during the event.

Food Vendor: A Food Vendor is considered to be a vendor set up with a table and awning style service. Food vendors for temporary events are required to obtain a Colorado Retail Food License as a mobile vendor or a temporary event vendor. These licenses can be obtained through the Boulder County Public Health Department (BCPH). All vendors must obtain a City of Boulder Sales and Use Tax License. Vendors without a valid license may fill out this [form](#). Please allow 4 to 6 weeks to process and mail your license.

Mobile Food Vehicles (MFV): MFV operating within the City of Boulder are required to have a City of Boulder Mobile Food Vehicle License; a city business license and a Fire Permit from Boulder Fire Rescue. Please view the [City’s Mobile Food Vehicle webpage](#) or call 303-441-4192 for details. The Event Organizer may review the MVF issued licensed list for city-approved trucks that hold the necessary approvals on this website and the list is titled "Currently Licensed MFVs."

NOTE: All vendors requiring the use of generators shall be limited to a maximum of 5 spare gallons of fuel (gasoline/diesel) for refueling purposes, per vendor. All approved safety fuel cans shall be stored in one single geographical area provided by the event organizer and shall be at a minimum of 10 feet from any generator, structure or source of ignition. The storage area shall be enclosed by fencing and labeled with signage stating “Gasoline” and “No Smoking.” The storage area shall be identified on the site map with its specific dimensions. Observing safety practices and environmental awareness, secondary catch container(s) provided by the event organizer and approved by the Fire Department shall be required to house all safety fuel cans. All safety fuel cans shall be removed from the site daily, at the closing of each event.

The Fire Department reserves the right to evaluate food preparation safety issues on a case-by-case basis, and to require necessary adjustments in the interest of public safety. Representatives may be present during the set-up period prior to the event and will make occasional tours of food preparation. The

following guidelines were established to create a safe environment for food vendors and the public during outdoor events in the City of Boulder:

- All tents and canopies must be constructed of flame retardant material and be properly anchored to prevent collapse under inclement weather conditions;
- Vendors must maintain at least three (3) feet of vertical and horizontal clearance from open flames and/or cooking grills to combustible materials (especially the canopy itself) at all times;
- Portable LPG (propane) tanks must be located at least ten (10) feet from the tent or canopy and be secured in an upright position to prevent tipping over. Tanks must also be stored in an area inaccessible to the public to prevent tampering or accidental contact with tanks, piping, hoses etc.;
- Non-commercial charcoal grills (especially kettle type grills) must be well stabilized, of suitable construction and be located or shielded in a manner to prevent the device from being blown or tipped over and to preclude accidental contact by the public;
- Cooking and/or heating equipment must not be located within 10 feet of required exits or decorative materials;
- Each food vendor using heat-producing cooking equipment must provide an ABC-type portable fire extinguisher with a minimum 40-B rating. A “K-class” extinguisher is acceptable;
- Cooking equipment, including charcoal or gas grills, open flame burners and other heat-producing equipment must be arranged to preclude close contact by the public, especially the need to reach over cooking equipment for any reason.

The Boulder County Public Health Department may have additional requirements for serving food. For information on County requirements, please contact the Boulder County Public Health Department at (303) 441-4339. To contact the Boulder Fire Department, please call (303) 441-3348.

## GENERATORS

When proposing the use of onsite Generators at your event, the following event documentation is required with the Special Event Application.

### **Due at least 60 days in advance of event start date:**

- For any generators and/or temporary electrical services brought onto public property, provide the proposed location(s) on the site map, including the location of any onsite fuel storage.

### **Due at least 14 days in advance of event start date:**

- For any generators and/or temporary electrical services requiring a Building Services Permit (as defined below), provide the application fee receipt from Planning and Development Services to confirm an application has been submitted pending any onsite inspection, if needed.

Note: The applicant is responsible for obtaining any additional permits, contracting any required services, authorizations and/or exemptions required by other agencies with jurisdiction for any element of the event.

If your event includes any generators or wiring as defined below, an additional permit and inspections from the City of Boulder Building Services and Fire Department is required:

- Generators on wheels pulled behind a vehicle, or
- Temporary Electrical Services (requires a licensed electrician to be listed on application)

A Special Event Application with electrical needs defined above must include an additional application, inspection and permit obtained from the Planning and Development Services Center at 1739 Broadway, third floor (received at least 14 days in advance of event start date) to be accepted and in order to receive an approved permit.

Additional Requirements when using generators:

- Location / Storage: Portable Generators should be placed in an area where attendees are unlikely to come into contact with them and be placed at least 10 feet from any combustible materials. Generators shall be located a minimum of 20 feet from tents or canopies.
- Refueling: When refueling a portable generator, you must wait until the generator cools, and then refill it from a self-closing safety can. Generators requiring fuel to be stored onsite shall be limited to a maximum of 5 spare gallons of fuel (gasoline/diesel) for refueling purposes per vendor. All approved safety fuel cans shall be stored in one single geographical area provided by the event organizer and shall be at a minimum of 10 feet from any generator, structure or source of ignition. The storage area shall be enclosed by fencing and labeled with signage stating “Gasoline” and “No Smoking.” The storage area shall be identified on the site map with its specific dimensions. Observing safety practices and environmental awareness, secondary catch container(s) provided by the event organizer and approved by the Fire Department shall be required to house all safety fuel cans. All safety fuel cans shall be removed from the site daily, at the closing of each event;
- An ABC-type portable fire extinguisher with a minimum 40-B rating with a current Fire Marshall tag attached must be on-hand and easily accessible at all times. A “K-class” extinguisher is acceptable.

On the building permit application, fill in the Project Address information and a detailed description of the proposed temporary electric service. Provide this application and the special event team approval to a project specialist at the Planning and Development Services Center located at 1739 Broadway, third floor, to obtain a permit.

For more information, please contact the Boulder Fire Department at (303) 441-3348.

## HEATERS

When proposing the use of onsite Heaters at your event, the following event documentation is required with the Special Event Application.

### **Due at least 60 days in advance of event start date:**

- For any heater and/or temporary heating device brought onto public property, provide the proposed location(s) on the site map, including the location of any onsite fuel storage.

A propane heater may be used for outdoor areas with the following restrictions:

- It must be located at least 20 feet from any combustible materials;
- It must be securely attached to the ground;
- It cannot hold more than seven gallons of fuel;
- An ABC-type portable fire extinguisher with a minimum 40-B rating with a current Fire Marshall tag attached must be on-hand and easily accessible at all times. A “K-class” extinguisher is acceptable;
- An unvented kerosene or fueled heating appliance cannot be used within a room, building or tent.

For more information, please contact the Boulder Fire Department at (303) 441-3348.



## INSURANCE

The following event documentation is required with the Special Event Application:

### Due at least 14 days in advance of event start date:

- A standard ACORD (Association for Cooperative Operations Research and Development) Certificate of Insurance with the City of Boulder named as additionally insured dated no more than 29 days prior to event start.

General liability insurance coverage, in the amount of \$1 million per occurrence with a \$2 million aggregate, must be acquired before an event and maintained throughout the duration of the event, including set-up and dismantle periods. NOTE: Evidence of liquor liability coverage may be required for some events.

- The standard proof of insurance is the ACORD certificate form. Coverage verification provided on an insurance company's certificate form is also acceptable.
- The name of the insured, the insurance carrier, the policy number and coverage limits must be stated on the Certificate of Insurance as well as the effective and expiration dates for the coverage.
- The City of Boulder must be named as Additional Insured. The following language must be in the description area of the insurance certificate: "The City of Boulder, its employees and officials are named as an additional insured on general liability for (name the event, the date, location)." The City will not accept certificates if this language does not appear.
- The Event Organizer agrees to maintain workers' compensation insurance at the statutorily required limits and, for events where vehicles are used, an Automobile Liability policy with a bodily injury and property damage combined single limit of \$1 million.
- Insurance certificates must be signed by an authorized representative of the insurance carrier. Electronic signatures are acceptable.
- Certificates must be received at least 14 days prior to the event and will not be accepted more than thirty (30) days before the event.
- Events with additional risk and/or risky activities, including but not limited to fireworks, large crowds and/or alcohol service may be required to provide additional coverage.

## MAPS (SITE PLAN / ROUTE MAP)

The following event documentation is required with the Special Event Application.

### Due at least 60 days in advance of event start date:

- Provide all proposed site and route maps for any event activities held on public property.

The site plan and/or route map is a visual representation of all the infrastructure and operational event elements that you describe throughout the permit application and should include any stationary elements as well as moving routes. A draft site plan and/or route map should be submitted with your initial application, and a final version should be submitted at least 60 days in advance of your event start date.

The final permit issued by the City of Boulder will only be valid for the venue areas and event elements described in your permit application *and* site plan or route map. Modifications to your request may be required during the permit review process and will be incorporated in the final permit. Altering from the final permit may result in the immediate cancellation of the event, penalty fees, denial of future special

event permit applications or the requirement of a cash deposit or surety bond. Following are guidelines to assist you in the development of your site plan or route map.

### **TECHNICAL SPECIFICATIONS**

- To ensure appropriate review of your event plans, your primary site plan and/or route map should be computer-generated using scaled drawings and measurements to depict the components of your event.
- Site plans, route maps and supporting drawings/diagrams should be submitted in PDF format and in an 8 ½" x 11" or 11" x 17" standard format.
- There are many online mapping sites that provide basic mapping capabilities. If you utilize one of these mapping sites, you must use the "plain," "road," or "parcel" view as the base to create your map. It is important that reviewing authorities can clearly see the scaled dimensions, locations and activities proposed on your map.
- Do not use aerial or ortho-type photomaps as the base for your primary site plans or route map; such maps, however, may be submitted to provide supplemental information.

### **BOUNDARIES AND ROUTES**

- Your site plan or route map must include the names of all streets and/or areas that are part of the proposed event, including auxiliary parking and production areas.
- If your event includes activities with moving routes of any kind, such as a parade, run or cycling event, the direction of travel and all proposed lane closures must be depicted on the site plan or route map.
- The location of fencing, barriers and/or barricades must be depicted on your site plan or route map. This includes barriers used to denote stationary elements such as beer gardens and to articulate participant flow for athletic events.
- The site map and/or route map must include identification of minimum twenty-foot (20') emergency access lanes throughout the event venue.
- All access routes, removable fencing, and exit locations should be clearly identified on your site plan or route map.

### **EVENT INFRASTRUCTURE AND OPERATIONS**

Your site plan or route map should include the location of all event infrastructure elements identified in your permit application including, but not limited to:

- All fixed and removeable fencing, including for beer gardens and production areas.
- All portable restrooms and sinks.
- All zero waste containers and dumpsters.
- All water stations, water and ice supplies.
- All generators and other sources of electricity.
- All fuel storage facilities.
- All portable, prefabricated, or site built structures, staging, platforms, bleachers, or grandstands.
- All stages and entertainment areas.
- All inflatables, mechanical rides, climbing walls, obstacle courses, games, petting zoo/animal rides, children/teen areas, sport demonstrations and other activities.
- All tents, canopies and/or booths.
- All tables, seating and other furniture.

- All parking, accessible parking, drop-off, limo/taxi zone, and shuttle locations, etc.
- Booth identification of all vendors cooking with flammable gases, open flames or barbecue grills. A close-up of the food and/or cooking area configuration with all fire extinguisher locations is required.
- Location of beer garden(s). A close-up diagram with dimensions of the beer garden configuration(s) with all exit locations, serving fixtures, alcohol and food service locations, furniture and tenting.
- Placement of any vehicles and/or trailers including production and shuttle areas.
- Other related operational components not listed above but included in your permit application.
- Drop off and pick up, loading and staging of equipment.

*See attached Venue Specific Regulations (Appendix A – E)*

## MEDICAL PLAN

The following event documentation is required with the Special Event Application:

### **Due at least 60 days in advance of event start date:**

- Provide any Medical Plans and/or Staffing preparations for all on-site medical needs based on your event activities.

Based on the size and scope of your event, you may be required to provide a Medical Plan. It must describe all the types and locations of the medical facilities and staff that that will be provided for the event. Each event is unique in its size, type, duration, and location; therefore, your medical plan should respond to all anticipated needs. The Boulder Fire Department will notify you if you need a Medical Plan.

All ambulances providing coverage of an event shall be at a minimum level of Advanced Life Support (ALS) with one Paramedic and one EMT on board, shall follow current medical protocols directed by Boulder Fire Rescue Medical Advisor and be familiar with Boulder Fire Rescue operations.

On-site emergency medical assistance from AMR emergency services may also be required. If, required the applicant must contact AMR special event coordinator at least 30 days in advance. AMR must be on site at least 30 minutes prior to start of event.

If the nature of the event involves the public near or utilizing lakes, reservoirs, or streams, you may be required to have the Boulder Fire Water Rescue Team (BFWRT) on standby. The minimum hourly requirement for BFWRT to be on standby is four (4) hours for all events with a minimum of four (4) rescuers for all events.

For more information please contact the Boulder Fire Department at (303) 441-3348.

## NOTIFICATION

The following event documentation is required with the Special Event Application:

### **Due at least 60 days in advance of event start date:**

- Provide all proposed notification methods, notification areas, timelines and draft messages to all surrounding neighbors and businesses.

An event can change the normal flow of residential or business activity causing a negative impact to the community. As part of your event planning process, you must evaluate the potential impact of your event on the surrounding neighborhood or environment. Your event plans should include outreach and mitigating measures that address potential impacts your event may have on the surrounding area in which the event activities are proposed to take place.

As the event organizer, you are required to notify residents and businesses that will be impacted by your event. The City of Boulder will determine the minimum notification area and the type of notification (mailers, flyers, signage or a combination) that is required to obtain a Special Event Permit. The following are guidelines to assist you in your community outreach efforts:

### **Written Notification**

The City of Boulder requires that event notices/fliers be posted, mailed or hand delivered no more than 30 days prior but not fewer than two (2) weeks prior to your event to all entities directly impacted by your event and its associated activities. The city special events representative will notify you of specific requirements and notification areas after your initial application review. This notice should include, but not be limited to, the date(s), day(s), time(s), location(s) and types of activities taking place during your event. The notice must also give detour or alternate route information if regular access is affected or if transportation systems are impacted. The notice also must include a telephone number where members of the public can contact an event representative with the authority to address issues or concerns prior to the event and throughout the event time frame including set-up and dismantle. Complete documentation of this effort must be available to city representatives upon request.

### **Advisory Signage**

If your event impacts a major use roadway, you must provide advisory signs that are placed a minimum of two (2) weeks prior to your event date. Any signage in the public right of way must be placed by certified traffic control staff. All traffic signage must be removed from the public right of way and property within 24 hours after the event is complete. Contact information for traffic control staff and further instructions will be provided by city staff after reviewing your initial application.

### **Marketing and Public Relations**

Events, Parades and Races held on public right of ways with less than a four-year successful track record must advertise in the Daily Camera and/or social media sites (Facebook; Twitter; Instagram) three times during the two weeks preceding the event or race.

If you plan to include other product promotions within your event venue or other public spaces, you should limit the placement and/or distribution of signs, stickers and other promotional material. Items of concern are those that may damage public and private property, violate city sign code ordinances, or that may be difficult to clean or remove from the venue (SEE: Banner and Promotional Signage). City representatives may remove non-permitted décor and advertising in your permitted venue area and the Host Organization and/or advertiser may be subject to fines.

## PARKING

When proposing the use of public parking spaces and/or parking officers at your event, the following event documentation is required with the Special Event Application.

### Due at least 60 days in advance of event start date:

- Provide the locations and total number of parking spaces along the route or in use by the event on the route or site map; and
- List the dates and times when in use, including set-up, deliveries and break-down.

### Due at least 30 days in advance of event start date:

- Request for parking service officers (if required)

### Due at least 21 days in advance of event start date:

- Completed City of Boulder Parking and Access Contract
- Any required fees for the Parking and Access Contract, paid in full.

Note: The applicant is responsible for obtaining any additional permits, contracting any required services, and/or authorization and/or exemptions required by other agencies with jurisdiction for any element of the event.

When planning your event, it is important to consider the impact your activities will have on parking in the area. In some cases, a Transportation Plan will be required if the venue cannot accommodate the number of anticipated attendees and vehicles. If a Transportation Plan is required, you must identify and submit all public and/or private parking lots and parking spaces that will be utilized, a shuttle plan, a public transportation plan, ADA accessible parking provisions and/or special parking requests or needs such as “drop off” and “pick-up” zones.

If you wish to utilize and reserve parking for your event, you must contract with the City of Boulder Parking and Access Services for the use of all public parking spaces and required officers. Requests for parking service officers must be made 30 days in advance of the event. The Parking and Access contract shall be completed and returned three weeks prior the scheduled date of the event along with the required fees.

It is the responsibility of the event coordinator to post the required no parking signs in advance as well as any other special event parking requirements and policies are outlined in the Special Event Parking Contract. All requirements within the parking contract, including payment of fees, must be met prior to the event start date. Failure to satisfy requirements may result in additional fees and/or termination of parking contract.

### Rates of Service for Parking Officers

- \$50.00/hour per officer (3-hour minimum)
- \$100.00/hour per officer on city observed holidays (3-hour minimum)
- \$20.00 Vehicle fee plus a 10% Administrative fee

For more information on reserving parking for your event, please contact Parking and Access Services at 303-413-7300.



## PRODUCTION MEETING WITH THE FACILITY MANAGER

After confirming site and date availability, applicants may be required to schedule a production meeting with city staff. Meetings with event organizers provide a better understanding of the event and venue requirements, pre-event planning, coordination and any needs or issues unique to an event or activity. During the production meeting, the applicant should be prepared to present specific event plans, routes and activities for discussion. The Facility Manager will provide direction for any revisions and preliminary logistics confirmation for the final event application and supporting documents.

*See attached Venue Specific Regulations (Appendix A – E)*

## PUBLIC RIGHT OF WAY

Public right of way (ROW) generally includes, but may not be limited to, streets, medians, alleys, some sidewalks, and multi-use paths. When proposing the use of public right of ways for your event, the following event documentation is required with the Special Event Application.

### **Due at least 120 days in advance of event start date:**

- Provide the Proposed Event Route Map: for all event routes on the venue and/or right of ways including route direction, participation size, location and use of marshals.

### **Due at least 60 days in advance of event start date:**

- Provide a complete detour and barricade plan prepared by a certified Traffic Control Supervisor (TCS) at the barricade company you choose.
- If the route impacts RTD Bus services, provide a signed letter from RTD's Operations Department stating their agreement to the closure. You may contact RTD at 303-299-5010.
- For new events, provide a signed petition bearing the approval signatures of at least 80% of the abutting residents and tenants of each block in business areas affected by the street closure.

Note: The applicant is responsible for obtaining any additional permits, contracting any required services, and/or authorization and/or exemptions required by other agencies with jurisdiction for any element of the event.

Consideration and approval of events held on public right of ways shall be determined by the City Manager, taking into consideration the public safety of participants, spectators, and those who would otherwise use public right of ways by consulting with the city's fire and police departments, transportation division as well as any other relevant city department to determine the degree of congestion of any public right of way which may result from the proposed use, including the probability of impact of the proposed use on the safe flow of vehicular, pedestrian, and multi-use path traffic. Factors to be considered shall include, but are not limited to, the anticipated number of participants, the volume of route traffic, the most efficient use of the ROW, balancing the frequency of events with the public's desire to use public property without the interference of events, and any other factor related to the protection of public health, safety and welfare.

*See attached Venue Specific Regulations (Appendix A – E)*

## RESTROOM FACILITIES AND SINKS

When proposing the use and delivery of portable restrooms and wash stations at your event. The following event documentation is required with the Special Event Application:

### Due at least 60 days in advance of event start date:

- Provide a description of the total units (including ADA-compliant facilities), drop-off / pick-up locations (including proposed route for delivery), and portable toilet locations during the event on the site map.

### Due at least 14 days in advance of event start date:

- Provide the name of your vendor, drop-off and load-out schedule (including access route for delivery), and service schedule if required. NOTE: Motorized vehicles are not allowed on park property without prior city authorization.

Depending on the duration of your event and the availability of public restrooms, you may need to rent portable chemical toilets to accommodate participants. The City of Boulder requires one (1) chemical toilet for every 100 people, or portion thereof. In addition, ten percent of restroom facilities must be accessible by people with disabilities (ADA-compliant). No less than one (1) accessible toilet will be required for each event. The number of toilets required is based upon the maximum number of participants at your event during peak time. Bathrooms must be on an approved hard surface such as concrete, asphalt or plywood. NOTE: Motorized vehicles are not allowed on park property without prior authorization.

The provision of hand-sanitizing facilities or sinks is recommended in restroom areas. As part of the Boulder County Health Department food handling permit process, you will also be required to provide specific types of hand sanitizing and/or sink facilities in all food and beverage service areas. It is illegal to use water tapped from public facilities and other outlets without authorization.

Applicant should confirm the specific requirements for each venue based on any available public restrooms that may be used onsite. NOTE: the event may be required to cover some or all of the cleaning costs when using facility amenities.

*See attached Venue Specific Regulations (Appendix A – E)*

## SAFETY – Boulder Police Department

The applicant must provide a safe and secure environment for the event, staff, volunteers, participants and spectators at all times. This is accomplished through planning and anticipating any potential problems or concerns related to the event activities and surrounding environment. In some cases, the hiring of police officers from the Boulder Police Department, the use of private security, the use of staff/volunteer marshals, or a combination may be required by the city in order to obtain a Special Event Permit. The Boulder Police Department determines the number of police officers, police vehicles and other personnel required based on the following:

- Expected attendance
- Location of the event
- Timeframe of the event
- The presence of alcohol

- History of the event
- Nature of the event
- Street closures
- The amount of advertising used for an event

The above list is not all-inclusive. Other factors may alter the required resources for your event.

**Role of the Police Department:** The Boulder Police Department may require department staff and police vehicles to be present at your event to supplement your security plan and to provide additional presence at your event. These sworn officers are there to enforce municipal ordinances and state laws. It is not the responsibility of police officers to provide the services that are the job of private security or staff/volunteer marshals.

**Rates for Police Services** (Rates were current at the time this document was published. Rates are subject to change without notice.)

- Off-Duty Officer: \$63 per hour (3-hour minimum)
- Off-Duty Sergeant: \$80 per hour (3-hour minimum); Sergeant(s) are required when the number of officers require a supervisor's presence; usually more than four police officers
- Police Vehicle: \$50 per vehicle, per day

For very large events the below services may be required:

- Off-Duty Dispatcher:
  - \$48 per hour (3-hour minimum); non-City of Boulder holidays
  - \$64 per hour (3-hour minimum); City of Boulder holidays
- Off Duty Commander: \$95 per hour (3-hour minimum)

For more information, please contact the Boulder Police Department at (303) 441-3315 or view online at <https://bouldercolorado.gov/police/special-events>.

## SALES TAX AND OTHER TAXES

When proposing the sale of goods and/or services at your event; the following event documentation is required with the Special Event Application:

### **Due at least 60 days in advance of event start date:**

- Provide a site map with the locations for all vendors and vendor tents. NOTE: All vendors providing sales and taxable services at the event must have a City of Boulder Sales and Use Tax License.

### **Due at least 14 days in advance of event start date:**

- Provide a list of all vendors onsite including all vendor business names performing or providing services and/or sales.

### **Due in advance of event start date:**

- All vendors must have a City of Boulder Sales and Use Tax license. If a vendor does not already have this license, they should submit it at least 4 to 6 weeks in advance to allow for processing and mailing.

Note: The applicant is responsible for obtaining any additional permits, contracting any required services, and/or authorization and/or exemptions required by other agencies with jurisdiction for any element of the event.

The Boulder Revised Code at section 3-1-1 defines businesses as follows: “Engaged in business in the city means performing or providing services or selling, leasing, renting, delivering, or installing tangible personal property for storage, use or consumption within the city.”

All vendors providing sales and taxable services at the event must have a City of Boulder Sales and Use Tax License. Vendors without this license must file this [form](#) prior to attending the event. Please allow 4 to 6 weeks to process and mail your license.

- Merchant vendors are responsible for collection of 3.86 percent sales tax related to their sales or taxable services.
- Food vendors are responsible for collecting 4.01 percent sales tax and food service tax.
- Activity vendors are responsible for collecting 5 percent admissions tax if participants must pay for activities (i.e. bounce castle, train rides, etc).
- Event organizers are responsible for 3.86 percent sales/use tax, and 5 percent admissions tax related to the event operations.

For licensing information and procedures for collecting and remitting tax, please call the Finance Department at 303-441-3050.

## STORMWATER PROTECTION

Water can flow from your event site through storm drains directly to creeks without any treatment. Stormwater can pick up pollutants such as oil, trash, and spilled food left behind from vendors and guests of your event. Do not dump any liquids or other materials outside. Materials that are no longer contained in a pipe, tank, or other container are considered to be “threatened discharges” to stormwater unless they are actively being cleaned up. Direct flow of pollutants, as well as threatened discharges to storm drains, gutters, or waterways are illegal. As an event coordinator, your organization can be liable for any stormwater violations. These violations could result in fines of up to \$25,000 per violation. The objective in stormwater protection is that only rainwater and snow melt go down the storm drain.

For more information on stormwater protection, contact the Partners for a Clean Environment (PACE) Program at (303) 786-PACE or email city staff at [specialevents@bouldercolorado.gov](mailto:specialevents@bouldercolorado.gov).

## TENTS/CANOPIES

When proposing the use of tents and/or canopies at your event, the following event documentation is required with the Special Event Application.

### **Due at least 60 days in advance of event start date:**

- Provide the size and locations for all tents and awnings on the site map.

### **Due at least 14 days in advance of event start date:**

- For any tents and/or canopies requiring a building permit (as defined below), provide the application fee receipt from Planning and Development Services to confirm an application has been submitted pending any onsite inspection, if needed.

Note: The applicant is responsible for obtaining any additional permits, contracting any required services, and/or authorization and/or exemptions required by other agencies with jurisdiction for any element of the event.

If your event includes a Tent or Multiple Tents as defined below, an additional permit and inspections from the City of Boulder Planning and Development Services and Fire Department is required:

- Tent(s) with walls in excess of 400 sq. ft.
- Tent(s) (open on all sides) in excess of 700 sq. ft.
- Multiple Tents (open on all sides) placed side by side in excess of 700 sq. ft.

Please see the section “Vendor Booths” for information on canopies less than 400 square feet in size. Tents larger than 400 square feet that are enclosed on one or more sides must be permitted and inspected by the Planning and Development Services Department and Boulder Fire Department. If the tent is open on all four sides, the maximum acceptable dimension without a permit or inspection is 700 square feet. The aggregate area of multiple tents placed side-by-side without a fire break clearance of 12 feet cannot exceed 700 square feet.

Locations of all tents and canopies must be approved to prevent structures from interfering with irrigation lines, emergency access and public right of ways. All tents and canopies must be properly grounded and secured to withstand high winds and sudden microbursts (localized columns of sinking air within a thunderstorm). Weights are required unless stakes are approved in advance in writing by the City of Boulder.

Provide a completed building permit application, along with the site map that was submitted with the special event application and the special event team approval, to a project specialist at the Planning and Development Services Center located at 1739 Broadway, third floor, to obtain a permit. For more information please contact Planning and Development Services ([www.bouldercolorado.gov/plan-develop](http://www.bouldercolorado.gov/plan-develop)).

To schedule Fire Department inspections and review address labeling of all tents, you may contact the Deputy Fire Marshal’s Office at (303) 441-3348. The event organizer may be required to cover any overtime costs that may be accrued. Hourly fees shall be determined upon final assignment. Payment shall be made to the City of Boulder, Boulder Fire Rescue and will be due 30 days after receiving the final invoice.

## TEMPORARY STRUCTURES

When proposing the use of any temporary structures, stages, bleachers, inflatables or trestles at your event, the following event documentation is required with the Special Event Application.

### **Due at least 60 days in advance of event start date:**

- Provide the size and locations for all inflatables and/or structures on the site map.

### **Due at least 14 days in advance of event start date:**

- For any inflatables and/or structures requiring a building permit (as defined below), provide the application fee receipt from Planning and Development Services to confirm an application has been submitted pending any onsite inspection, if needed.



Note: The applicant is responsible for obtaining any additional permits, contracting any required services, and/or authorization and/or exemptions required by other agencies with jurisdiction for any element of the event.

Event structures that require an additional permit and inspections from the City of Boulder Building Services and Fire Department include:

- Temporary structures that cover an area greater than 120 square feet that are used or intended to be used for the gathering of 10 or more persons at one time.

Provide the building permit application, along with the site map that was submitted with this special event application and the special event team approval, to a project specialist at the Planning and Development Services Center located at 1739 Broadway, third floor to obtain a permit.

See section titled “Water” for information the use of water at special events, including filling water tanks, drums or swimming pools.

**NOTE:** All vendors requiring the use of generators, shall be limited to a maximum of 5 spare gallons of fuel (gasoline/diesel) for refueling purposes, per vendor. All approved safety fuel cans shall be stored in one single geographical area provided by the event organizer and shall be at a minimum of 10 feet from any generator, structure or source of ignition. The storage area shall be enclosed by fencing and labeled with signage stating “Gasoline” and “No Smoking”. The storage area shall be identified on the site map with its specific dimensions. Observing safety practices and environmental awareness, secondary catch container(s) provided by the event organizer and approved by the Fire Department shall be required to house all safety fuel cans. All safety fuel cans shall be removed from the site daily, at the closing of each event.

## **TRAFFIC MANAGEMENT PLAN**

Based on the location and scope on your event you may be required to provide a traffic management plan. An important part of the event planning process includes the safe arrival and departure of event attendees, participants and vendors. A traffic management plan addresses all traffic flow associated with an event and the impacted area of an event. The plan describes how traffic, parking, bicycle and pedestrian flow will be managed on the day of the event. It also includes operation strategies for managing background traffic within the local and regional area impacted.

Use of event signage, safety equipment and traffic control devices must be in compliance with the Manual on Uniform Traffic Control Devices (MUTCD) and be approved by the Transportation Division with the Traffic Control Plan. In instances where a particular sign, safety equipment or traffic control device is not defined in the MUTCD, the principals of the MUTCD should be applied to the design of the sign, safety equipment or traffic control device. This information should be used in preparing your transportation plans as well as your barricade and signing plans.

## **TRASH DISPOSAL/ZERO WASTE**

You must properly dispose of all waste throughout the term of your event and immediately upon conclusion of the event. All venues, routes and areas (including event signage) must be returned to a clean condition equal to or better than it was found prior to the event. If you, as an event organizer, set a standard of

leaving the event site better than you found it, you can have a highly beneficial impact on the Boulder community and establish a good reputation for your event in the future.

**The City of Boulder requires all city-permitted events to be zero waste.** The goal of a zero-waste event is to plan ahead and distribute only materials that are recyclable or compostable (no materials that will be sent to the landfill). The only trash at the event should be personal items brought in by the attendees. Events should have a minimum 65 percent waste diversion rate (meaning trash is either composted or recycled), which is easily achievable if you plan the materials you will be providing to the public ahead of time. Specific information on zero waste event requirements at city events and supporting documents needed for special events applications can be found on the City of Boulder Zero Waste [webpage](#).

Your event plans must meet the following requirements:

- Three-bin collection systems with signage, for recyclables, compostable and trash at every location where there is a trash receptacle. You must identify these zero waste locations on your site map.
- Dedicated zero waste staff on site during the event to monitor waste stations.
- Vendors are prohibited from distributing any non-recyclable or non-compostable materials and must have a signed [Vendor Agreement](#) with them during the event.
- Any additional requirements as noted on the City of Boulder Zero Waste [webpage](#).

Events not in compliance are subject to citations, fines and/or future permit denials. For more information regarding Zero Waste, please review the City of Boulder Zero Waste [webpage](#) on Event Requirements and/or call 303-441-1940.

## VENDOR BOOTHS

Vendor booths are usually similar in construction to food booths, but are meant for retail sale of non-food items. The following Fire Department regulations apply for canopies less than 400 square feet in size:

- Booths, canopies, or small tents used for food booths cannot exceed 70 feet in continuous length without a 12-foot clearance between structures;
- No open flame devices may be used within a vendor booth;
- SEE: Tents/Temporary Structures for information on tents over 400 square feet.
- All vendors providing sales and services at your event must have a City of Boulder Sales and Use Tax License. Vendors without this license must file this form prior to attending the event. Please allow 4 to 6 weeks to process and mail your license. See section title “Sales Tax and Other Taxes” for information about vendor sales tax collection and remittance.

## WATER

NOTE: Access to portable or non-potable water is not available in all public venues.

When proposing the use of onsite water at your event, the following event documentation is required with the Special Event Application:

**Due at least 60 days in advance of event start date:**

- For any onsite water access or water tap requested; provide the date, time and location for any proposed use of any water source currently on public property.

Note: The applicant is responsible for obtaining any additional permits, contracting any required services, and/or authorization and/or exemptions required by other agencies with jurisdiction for any element of the event.

*See attached Venue Specific Regulations*

To request Boulder Fire Department services for the filling of water tanks, drums or swimming pools with a water capacity of 100 gallons or more requiring the use of a fire hydrant:

- All water containers mentioned above shall be positioned within 300 feet from a fire hydrant.
- These containers and fire hydrant(s) must be located on the site map for approval.
- Hose lines used for this filling process shall not cross any major roads or highways that are not closed.
- The scheduling of a set time and date to fill the water containers shall be scheduled at least 7 days in advance by calling 303-441-3348.

## Appendix A– Boulder Reservoir

The Boulder Reservoir will not issue any special events permits for the following days:

- Jan. 1 (facility is closed to the public)
- Memorial Day Weekend
- July 4, including the weekend if holiday falls on Friday, Saturday or Sunday
- Labor Day weekend
- Dec. 25 (facility is closed to the public)

Please contact Boulder Reservoir Manager for complete list of fees and charges for events.

### **ACCESS TO FACILITY (B.R.C 8-3-15)**

If applicant needs access to the park outside of regular business hours, a staffing fee of \$50/hr. per staff member will apply.

Indicate on the application if you need access outside of regular business hours.

Month	Business Hours
January- February	9:00 am – 4:00 pm
March	9:00 am – 5:00 pm
April	8:00 am – 6:00 pm
May 1 – Memorial Day	6:00 am – 7:00 pm
Memorial Day – Labor Day	5:00 am – 9:00 pm
Labor Day – September 30	7:00 am – 7:00 pm
October	8:00am – 6:00 pm
November	9:00am – 5:00 pm
December	9:00am – 4:00 pm
<b>Note: Incoming gates close 1 hour before facility closure time</b>	

### **AMPLIFIED SOUND**

Music or other amplified sound will not commence before 7 a.m. or continue after 7 p.m., unless other arrangements are made with Reservoir manager or designee prior to the event. Any sound amplification that occurs outside of these hours will incur a \$500 fine per incident. Amplified sound may be limited to a specific time by the Reservoir manager or designee. The City of Boulder enforces its noise ordinances, which are found in Chapter 5-9 “Noise,” B.R.C. 1981. For example, noise levels may not exceed 65 decibels at the property line during the event. All speaker placements must be facing north or east and must be included in site layout. The event organizer may be required to hire a sound monitor for the duration of the event.

### **ANIMALS**

Boulder Reservoir prohibits dogs on the South Shore area May 15 – Labor Day.

All events taking place between May 15 and Labor Day must notify all participants and post on web site or communicate to spectators there are no animals allowed in the park. Event staff during these times must be available to advise spectators and participants of this rule. Please provide a screen shot of your website. *It will be the responsibility of the event organizer to ensure participants and spectators leave their animals at home.*

CANCELLATION POLICY

All cancellations must be submitted in writing. If the City of Boulder cancels the event due to unforeseen circumstances, all fees will be refunded to applicant. If the applicant cancels:

- Within 29 days of the event, cancellation results in forfeiture of 100 percent of the deposit.
- 30 days or more before the event, cancellation results in forfeiture of 50 percent of the deposit.

DEPOSIT AND FEES

Applicants are required to pay a security deposit to cover the cost of cleanup or damage incurred because of an event. Once the event application is approved and permitted, the applicant will be legally responsible and financially liable to City of Boulder for all fees and costs associated with the overall organization, management, and implementation of the event and related activities. Event Fees are assessed in three (3) phases:

- **Phase One:** Application Fee and/or Deposit due with event application. Deposit is refundable after successful completion of the event and payment of final invoice.
- **Phase Two:** Facility Use Fees.
- **Phase Three:** Payment for site and area fees, staffing fees and amenity fees plus any damage replacement costs due within 30 days after receipt of final invoice.

Attendance (Estimated)	Security Deposit (Per Event)
50 -299	\$500.00
300 - 999	\$1,500.00
1,000 - 2000	\$2,500.00
2000- 4,000	\$4,500.00
4,000+	\$6,000.00

**Note:** A complete fee schedule will be provided upon initial application and date request.

ELECTRICITY

Electricity is available at multiple sites within the park. Area/ Site fees will include access to electrical outlets when available.

GLASS

Glass is prohibited in all Boulder Parks and Recreation facilities (BRC 8-9-3). The applicant is responsible for ensuring that all participants, vendors, staff and volunteers adhere to this restriction.

MEDICAL PLAN

Our commitment to quality requires us to ensure participants and guests of organized events at the reservoir receive prompt and appropriate medical care. With the input of city emergency personnel, we have minimum requirements for the medical staff on site at events of various type.



Event Type- No water Component	BLS provider	ALS Provider	Medical Director	# of BLS Ambulance	# of ALS Ambulance
50-100 participants/spectators	1	1		0	0
100-500 participants/spectators		2		1	
500+ participants/spectators			Yes		1

ALS-Advanced Life Support

BLS- Basic Life Support

Event Type- Water Component	Reservoir water safety	# of BLS Ambulance	# of ALS Ambulance	Medical Director
0-50- participants/spectators	Yes	0	0	No
50-499 participants/spectators	Yes	0	1	Yes
500- 1000 participants/spectators	Yes	0	1	Yes
1000-	Yes	0	2	Yes

## MOTORIZED VEHICLES

Motorized vehicles (including golf carts) are not permitted on any turf area. (B.R.C. 8-3-15). If authorized:

- Motorized vehicles will be permitted on hardscape areas such as walkways.
- Motorized vehicles authorized for turf access will require an additional damage deposit (B.R.C 8-3-22) and must avoid drip line of any surrounding tree.

## PRODUCTION MEETING WITH THE FACILITY MANAGER

Events with expected attendance of more than 1,000 may require a series of production meetings with the Reservoir facility manager or city staff designee. Production meetings will be scheduled in three (3) phases:

Production Meetings	
Meeting	Timeframe
Planning Meeting	60 days from application submission.
Pre-Event Walkthrough	1-3 days prior to event load in.
Post-Event Walkthrough	1-2 days after conclusion of event load out.

Load in and event set-up should not occur until the pre-event walk through is complete. This is to establish if any damage is present with the turf or irrigation system prior to the event. Reservoir staff will inspect the area for damage after the event, and if applicable, determine the extent of turf damage needing to be repaired or replaced by seed or sod.

## PARKING

A parking plan with map is required for all events and must be submitted prior to the scheduled Planning Meeting with the Facility Manager. Plan should include designated areas for:

- staff/volunteer parking
- ADA parking
- Equipment parking- bus, large trucks/trailers
- Participant drop off/ pick up location

- Bicycle parking

Attendance (Estimated)	Parking plan
50-499 participants	Onsite parking plan
500-1499 participants	Contract with event parking management
1500+ participants	Contract with event parking management <b>and</b> Offsite parking and shuttle plan
2500 participants+ spectators	Contract with event parking management <b>and</b> Offsite parking and shuttle plan

Overnight parking on Reservoir property including parking lot outside main gate is prohibited, unless approved by Reservoir manager or designee **prior** to the event.

### **PUBLIC ATTENDANCE/SPECTATORS May 15 – Labor Day**

Event Access pass: Free access will be granted during event set up, event day and event take down for event staff, volunteers, vendors and other designated personnel, with event access pass, set-up and take down. If these people do not have event passes they will be charged admission fee. The applicant is responsible for providing passes. Provide a copy of pass with application.

May 15– Labor Day: **All spectators will be charged the daily, per person gate fee at event start time.**

#### **Gate Fees:**

Adults: \$7/ person

Youth: \$4/ person

Senior: \$5/ person

Before Memorial Day and After Labor Day, spectators will be charged a \$5/ car fee at event start time. Please inform participants of fee and post information on your website. Please provide a screen shot of your website page with this information.

### **SAFETY AND SECURITY PLAN**

Security will be the responsibility of applicant, not Reservoir Staff. A security plan is required if security staff will be on site outside of regular business hours.

### **TENTS/CANOPIES/TEMPORARY STRUCTURES**

Temporary structures beyond tents include elements such as stages, inflatables, fencing, lighting towers, audio towers, AV towers, displays, platforms, and portable restroom facilities, etc.

- If stakes are used:
  - Reservoir staff must mark irrigation. Additional fees may apply.
  - Applicant is responsible for coordinating utility locates.
  - A two foot (2') no-staking zone adjacent to all paved surfaces and on either side of the center irrigation line as market by Reservoir staff.
  - The irrigation system shall be tested before and after event to ensure functionality.
  - Stakes longer than 36" are prohibited to avoid damage to utilities which cannot be tested.

- Tents / structures are not allowed in tree or flora panels.
- Structure weight shall not exceed 3,000 pounds unless materials are used to distribute the weight
- Delivery vehicles must obey designated routes as defined in permit conditions.
- All structures shall be hand carried onto turf or delivered by crane unless vehicle access is authorized.
- Steel, lumber, and other construction materials should not be left on the turf grass for a prolonged period.
- \$100 fee will be assessed to the event applicant for each time a vehicle is found on any Turf area in addition to damages.

## TRASH DISPOSAL/ZERO WASTE

Existing trash receptacles, zero waste stations, and dumpsters may not be used without prior written approval. If authorized, you are responsible for servicing them during the duration of your special event.

## TURF (RESTORATION PERIODS)

To best protect the health of the turf grass, Boulder Reservoir will initiate restoration periods post event(s) for all turf locations. Restoration periods may vary based upon the size and duration of the event, the types of materials used, weather conditions, and the general conditions of the turf, among other factors. The following table includes recommended scheduled timeframes for restoration periods based upon best industry practices.

Restoration Periods	
Event Parameters (Estimated Daily Attendance)	Restoration Period (Per Turf Location)
Program: Less than 50 attendees	n/a
Minor Event 50-250 attendees	n/a
Small Event: 251-1000 attendees	3 – 5 days
Medium Event: 1,000 to 4,999 attendees	5 – 10 days
Large Event: 5K to 50K attendees	2 weeks

*Example: Boulder Reservoir would not permit a large-sized event on the same turf location 9 days after another large-sized event on the same turf location. We may permit a minor or small event (pending conditions) – or would suggest a different turf location.*

## TURF (TEMPORARY COVERING)

Temporary covering of turf substantially reduces wear by protecting from tearing and abrasion due to traffic. Temporary covering helps reduce soil compaction; however, this may still occur.

- Temporary flooring must be approved in advance by Boulder reservoir
- Temporary flooring may be required for seating or pedestrian pathways during large events.
- Plywood is not an acceptable temporary covering. Acceptable covers might include products such as Terraplas, Matrax LD, etc., (ADA compliant, interlocking, translucent, and ventilated).

## TURF AND NON-PAVED SURFACES (WEATHER RELATED CLOSURE)

The following table includes information related to the pre-event preparation and cancellations/closures enacted for health and safety, weather, and to protect turf, soil, and irrigation. It shall be the responsibility of the Boulder Reservoir staff to determine the level of soil saturation suitable for usage; this will vary based upon factors such as the season and recent/upcoming weather events. Soil moisture readings greater than 30% indicate that damage is more likely to occur.

Pre-Event Preparation Checklist and Cancellation/Closure to Protect Turf, Soil and Irrigation		
Timeline	Procedure	Protocol
Week Prior	Weather forecast	Discuss backup plan or alternative location
Pre-Event Walkthrough (1-3 Days Prior)	Test soil	Photo documentation (reservoir and Producer) If saturated: Initiate backup or additional deposit
Set-Up	Monitor	If saturated: Rain delay or initiate backup
Event	Monitor	If saturated: Rain delay
Tear Down	Monitor	If saturated: Postpone
Post Event Walkthrough (1-2 Days After)	Examine	Photo documentation (reservoir and Producer)
Post Event	N/A	Reservoir commence recovery practices

## UTILITIES

Access to potable and/or non-potable water, electricity, and restroom facilities are available at many venues. See below for more information:

- **Water:** To utilize existing water utilities during your event, you must receive approval from Boulder Reservoir manager. You must supply your own hose. Fees apply.
- **Restroom Facilities:** May 15 – September 15 these facilities may not be used towards the restroom requirements indicated within the Special Event Planning Guide. September 16 – May 14 – Restroom facilities are available for rental.
- **Electricity:** is available at multiple site within the park. Area/ Site fees will include access to electrical outlets when available.

## TRANSPORTATION/ PARKING

Address all traffic associated with event and impacted area of an event. Description of how traffic, parking, bicycle, and pedestrian operations will be managed on the day-of-event inside the Boulder reservoir as well as ingress and egress. Include operations strategies for managing background traffic within area impacted.

- Site access and parking plan
- Pedestrian and bicycle access plan
- Traffic flow plan – pedestrian, bicycle and vehicle

All vehicles must remain on designated roadways unless prior written permission for access granted by reservoir manager or designee. A \$100 fee will be assessed for any vehicle on any area other than established roadways.

## USE OF FEEDER CANAL/DAM ROADS

All organizers *must* receive written permission from Jim Struble, Real Estate Manager [jstruble@ncwcd.org](mailto:jstruble@ncwcd.org) 970-622-2243 of NCWCD.

## **USE OF BOULDER COUNTY ROADS, STATE HIGHWAYS AND PUBLIC RIGHT OF WAY**

Use of highways, other than those under county jurisdiction, require application to the appropriate jurisdiction.

Use of County roadways require application to the appropriate jurisdiction.

If your proposed event route will include county roads and/or state roads submission of special event permit applications and approval of applications is required prior to Boulder Reservoir permit approval.

## **WATER EVENTS**

All events requesting to use the water for their event must use Boulder reservoir water safety team to provide safety services on the water. Water events with greater than 500 participants will require the Boulder Fire water rescue team. Staffing and watercraft will be assigned based on the type of on water activity and number of participants. All water use requires a water closer. This closure will be determined by the reservoir manger based on nature of activity on water and impact to other users of the facility. Fees will be assed based on the staffing, watercraft and type of closure.



## Appendix B – City Parks and Multi-Use Paths

### CANCELLATION POLICY

All cancellations must be submitted in writing. If the City of Boulder cancels the event due to unforeseen circumstances all fees will be refunded to applicant. If the applicant cancels:

- Within 29 days of the event, cancellation results in forfeiture of 100 percent of the deposit.
- 30 days or more before the event cancellation results in forfeiture of 50 percent of the deposit.

### DEPOSIT AND FEES

Applicants are required to pay a security deposit to cover the cost of cleanup, or damage incurred as a result of an event. Refunded deposits may be issued following the event. Once the event application is approved and permitted, the applicant will be legally responsible and financially liable to City of Boulder for all fees and costs associated with the overall organization, management, and implementation of the event and related activities. Event Fees are assessed in three (3) phases:

- **Phase One:** Application Fee and/or Security Deposit due with event application. Deposit is refundable after successful completion of the event and payment of final invoice.
- **Phase Two:** Facility Use Fee due prior to issuance of Special Event Permit.
- **Phase Three:** Payment for staffing fees plus any damage replacement costs due within 30 days after receipt of final invoice.

Table 1: Permit Fees (Effective January 1, 2018)

Attendance (Estimated)	Facility Use Fee (Per Day)	Security Deposit (Per Event)
50 - 250	\$300.00	\$150.00
251 - 1,000	\$500.00	\$250.00
1,000 - 4,999	\$1,250.00	\$625.00
5,000 - 50,000	\$2,000.00	\$1,000.00
50,000 - 150,000	\$2,500.00	\$1,250.00

#### Supplemental Park Fees

Motorized Vehicle Additional Deposit	\$750.00
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### GLASS

Glass is prohibited in all Boulder Parks and Recreation facilities (BRC 8-9-3). The applicant is responsible for ensuring that all participants, vendors, staff and volunteers adhere to this restriction.

### MOTORIZED VEHICLES

Motorized vehicles (including golf carts) are not permitted in any park without Boulder Parks and Recreation authorization (B.R.C. 8-3-6). If authorized;

- Motorized vehicles will be permitted on hardscape areas such as walkways.
- Motorized vehicles authorized for turf access will require an additional damage deposit (B.R.C 8-3-22) and must avoid drip-line of any surrounding tree.

PRODUCTION MEETING WITH THE FACILITY MANAGER

Events with expected attendance (500+) or including temporary structures will require a series of production meetings with the BPR Events Manager or city staff designee. Production meetings will be scheduled in three (3) phases:

Table 2: Production Meetings	
Meeting	Timeframe
Planning Meeting	30 days from application submission.
Pre-Event Walkthrough	1-3 days prior to event load in.
Post-Event Walkthrough	1-2 days after conclusion of event load out.

Load in and event set-up should not occur until the pre-event walk through is complete. This is to establish if any damage is present with the turf or irrigation system prior to the event. The BPR Zone Supervisor and/or field staff will inspect the area for damage after the event, and if applicable, determine the extent of turf damage needing to be repaired or replaced by seed or sod.

TENTS/CANOPIES/TEMPORARY STRUCTURES

Temporary structures beyond tents include elements such as stages, inflatables, fencing, lighting towers, audio towers, AV towers, displays, platforms, and portable restroom facilities, etc. Non-turf areas are the preferred location for tents and temporary structures, however, tents/temporary structures can be permitted on turf with limitations.

- Weights are preferred for vendor booths and tents.
- Structures which are open to public right-of-way must be setback at least 8 feet.
- **No stakes are allowed without authorization from Boulder Parks and Recreation.** If stakes are authorized:
  - BPR staff must mark irrigation. Additional fees may apply.
  - Applicant is responsible for coordinating utility locates.
  - A two foot (2') no-staking zone adjacent to all paved surfaces and on either side of the center irrigation line as marked by Boulder Parks and Recreation staff.
  - The irrigation system shall be tested before and after event to ensure functionality.
  - Stakes longer than 36" are prohibited to avoid damage to utilities which cannot be tested.
- Water filled ballast tanks may be used on the turf with proper protection to avoid compaction.
- Tents / structures are not allowed in tree or flora panels.
- Structure weight shall not exceed 3,000 pounds unless materials are used to distribute the weight
- Delivery vehicles must obey designated routes as defined in permit conditions.
- All structures shall be hand carried onto turf or delivered by crane unless vehicle access is authorized.
- Steel, lumber, and other construction materials should not be left on the turf grass for a prolonged period.
- All structures must minimize contact on the turf grass; structures on the turf should be on a riser with as few points as possible touching the turf, these points should be supported with an Enkamat (or similar) and plywood pads under their points.

**TRASH DISPOSAL/ZERO WASTE**

Existing trash receptacles, zero waste stations, and dumpsters may not be used without prior written approval. If authorized, you are responsible for servicing them during the duration of your special event.

**TURF (RESTORATION PERIODS)**

To best protect the health of the turf grass, BPR will initiate restoration periods post event(s) for all turf locations. Restoration periods may vary based upon the size and duration of the event, the types of materials used, weather conditions, and the general conditions of the turf, among other factors. The following table includes recommended scheduled timeframes for restoration periods based upon best industry practices. All events are expected to be no more than three days in duration with an additional day before and/or after for loading. The BPR Zone Supervisor and/or approved field staff may recommend alternate durations based upon event conditions and/or turf conditions.

Table 3: Restoration Periods	
Event Parameters (Estimated Daily Attendance)	Restoration Period (Per Turf Location)
Program: Less than 50 attendees	n/a
Minor Event 50-250 attendees	n/a
Small Event: 251-1000 attendees	3 – 5 days
Medium Event: 1,000 to 4,999 attendees	5 – 10 days
Large Event: 5K to 50K attendees	2 weeks
Very Large Event: 50k to 150k	3-4 weeks

*Example: BPR would not permit a large event on the same turf location 9 days after another large-sized event on the same turf location. BPR may issue a permit for a minor or small event (pending conditions) – or would suggest a different turf location.*

**TURF (TEMPORARY COVERING)**

Temporary covering of turf substantially reduces wear by protecting from tearing and abrasion due to traffic. Temporary covering helps reduce soil compaction; however, this may still occur.

- Temporary flooring must be approved in advance by BPR
- Temporary flooring may be required for seating or pedestrian pathways during large events.
- Plywood is not an acceptable temporary covering. Acceptable covers might include products such as Terraplas, Matrax LD, etc., (ADA compliant, interlocking, translucent, and ventilated).

**TURF (WEATHER RELATED CLOSURE)**

The following table includes information related to the pre-event preparation and cancellations/closures enacted for health and safety, weather, and to protect turf, soil, and irrigation. It shall be the responsibility of the BPR Zone Supervisor to determine the level of soil saturation suitable for usage; this will vary based upon factors such as the season and recent/upcoming weather events. Soil moisture readings greater than 30% indicate that damage is more likely to occur.

Table 4: Pre-Event Preparation Checklist and Cancellation/Closure to Protect Turf, Soil and Irrigation

Timeline	Procedure	Protocol
Week Prior	Weather forecast	Discuss backup plan or alternative location
Pre-Event Walkthrough (1-3 Days Prior)	Test soil	Photo documentation (BPR and Producer) If saturated: Initiate backup or additional deposit
Set-Up	Monitor	If saturated: Rain delay or initiate backup
Event	Monitor	If saturated: Rain delay
Tear Down	Monitor	If saturated: Postpone
Post Event Walkthrough (1-2 Days After)	Examine	Photo documentation (BPR and Producer)
Post Event	N/A	BPR commence recovery practices

## UTILITIES

Access to potable and/or non-potable water, electricity, and restroom facilities are available at many venues. See below for more information:

- **Water:** To utilize existing water utilities during your event, you must receive written approval from the City of Boulder Parks and Recreation Department. To request Boulder Fire Department services for the filling of water tanks, drums or swimming pools with a water capacity of 100 gallons or more requiring the use of a fire hydrant – please refer to the Special Event Planning Guide.
- **Restroom Facilities:** These facilities can be used towards the restroom requirements indicated within the Special Event Planning Guide. To utilize existing restrooms/sinks at your event, you must receive written approval from the City of Boulder Parks and Recreation Department. Depending on event conditions, use of restroom facilities may require additional Boulder Parks and Recreation maintenance staff. Click [HERE](#) for an interactive map of BPR restroom facilities.
- **Electricity:** To utilize existing electrical utilities at your event, you must receive written approval from the City of Boulder Parks and Recreation Department.

Table 5: Park Utilities and Amenities

Facility	Restrooms	Electric*	Water*
<b>Community Parks</b>			
Central Park at Civic Area	TBD Portables in 2018 - Call for info about BPL facilities	Y	Y
Foothills Community Park	8 Public Restrooms, 4 Sinks	Y	Y
East Boulder Community Park	1-2 Portables - Call for info about EBCC facilities	Y	Y
Harlow Platts Community Park	2 Public Restrooms, 2 Sinks - Call for info about SBRC facilities	Y	Y
<b>Neighborhood Parks</b>			
North Boulder Park	4 Public Restrooms, 4 Sinks. 1 Accessible Portable	Y	Y
Scott Carpenter Park	2 Public Restrooms, 2 Sinks, 1 Accessible Portable	Y	Y
Eben G Fine Park	2 Public Restrooms, 2 Sinks, 1 Portable	N	Y
Chautauqua Park (Lawn)	2 Public Restrooms, 4 Sinks (not including Ranger Cottage or Auditorium)	Y	Y
Tom Watson Park	4 Public Restrooms, 4 Sinks	Y	Y
<b>Specialized Facilities</b>			
Pleasant View Fields	2 Public Restrooms, 4 Sinks. Call for Info about reserving Sport Complexes	Y	Y
Stazio Ballfields	4 Public Restrooms, 8 Sinks. Call for Info about reserving Sport Complexes	Y	Y
Mapleton Ball Fields	2 Public Restrooms, 2 Sinks. Call for Info about reserving Sport Complexes	Y	Y

\* Please request venue map from BPR for location of electric outlets, water spigots and irrigation.

If your venue is not specified above, please contact Boulder Parks and Recreation. Should you experience an emergency involving restrooms, electricity or water utilities during your event, please contact the on-call park supervisor at 303-441-1992.



## Appendix C – City Street Closure and Public Right-of-Way Permit

### Accessibility:

As an event organizer, you are required to comply with all Federal, State, County and City ADA laws applicable to your event per the Americans with Disabilities Act. All event venues, structures and activities shall be accessible to persons with disabilities. If a portion of your event cannot be made accessible, an alternate area must be provided with the same activities that are in the inaccessible area. This area must include signage indicating that it is an ADA accessible area. You need to consider the following access as you plan your event: first aid, information center, parking, clear paths of travel (to and from, and inside the event), restrooms, seating, signage, drinking fountains, phones, transportation and access to vendors. If all areas are not accessible, directional signage or a map or program must be provided to attendees indicating the location of accessible restrooms, parking, drinking fountains, phones, etc. Compliance with the Americans with Disabilities Act and any and all amendments to the act shall be the sole responsibility of the applicant. The applicant agrees to defend and hold the City harmless from any expense or liability arising from the applicant's non-compliance. For more information about the Americans with Disabilities Act and compliance at events, please visit [www.ada.gov](http://www.ada.gov).

### Amplification & Music:

Music or other amplified sound will not commence before 9:00 a.m. or continue after 11:00 p.m. Amplified sound may be limited to a specific time. The City of Boulder has noise regulations that are listed under [Boulder Revised Code 5-9](#). If a complaint is received, the Boulder Police Department may respond. A warning and/or summons may be issued to the Event Organizer and result in a requirement that all music, bands and amplification be turned down or turned off. Problems identified with a Special Event or an Event Organizer will be discussed by the Special Events Management Team. Based on those discussions additional requirements (and costs) may be imposed prior to a permit being issued for a subsequent event.

### Detour/Barricade Plan:

Provide a complete detour and barricade plan prepared by a certified Traffic Control Supervisor (TCS) at the barricade company you choose (check online business directories for barricade companies). The plan should be submitted 60 days prior to the event and approved 30 days prior to the event and must include signs and barricades in conformance with the Manual on Uniform Traffic Control Devices (MUTCD). Events requiring barricade and detour plans must hire a Certified TCS to ensure requirements of the traffic control and barricade plan are met. Automobiles, trucks or other large, heavy objects are not acceptable barricades. Barricades in place at night must have lights. Include barricade setup and take-down times. Once the original detour/barricade plan is submitted, only city initiated changes may be made.

### Emergency Access:

Accommodation for emergency response must be provided at all times on streets, alleys, parks and the mall. In some cases, event marshals must maintain internal radio contact to facilitate immediate access to event areas. Barricades and similar devices must be staffed at all times and must be movable to accommodate emergency access for police, fire, emergency medical services and any City personnel responding to an emergency situation. Race routes and event areas may be disrupted by emergency traffic at any time. Events proposing complete closure of streets, alleys, or other public right-of-ways require

special review by appropriate emergency service agencies. If your event or race has bandstands, reviewing stands, tents or other stationary fixtures which may impact access to or through public thoroughfares, a minimum 12-foot wide fire lane is required. You are responsible for maintaining the fire lane in an unobstructed manner. You may contact Boulder Fire Department at 303-441-3350.

**Emergency Medical Assistance/Ambulance:**

Depending on the size and nature of the event, you may be required to provide on-site emergency medical assistance/ambulance. The city's Emergency Services Medical group will determine requirements for this. To contract for emergency medical assistance/ambulance contact: American Medical Response 720-204-2102 at least 14 days prior to the event. You may also contact the City's Deputy Fire Marshall, 303-441-3348.

**Flyer/Newspaper/Social Media Advertisement:**

Events and races with less than a 4-year successful track record must advertise in the Daily Camera and/or social media sites (Facebook; Twitter; Instagram) three times during the two weeks preceding the event or race. For all events, a flyer must be distributed to all affected residents and tenants showing the approved event route, street closure hours (set-up to take-down) and areas designated for assembly and dispersal of participants.

**Route and Site Plan Provide a map showing:**

Event route Start/Finish points Event information tent Food and merchandise tents Stage and sound equipment Banner placement, Participant staging and dispersal sites First Aid/Ambulance sites "No Parking" areas and vehicle relocation site.

**Traffic Marshall Plan:**

Provide a map showing the number and location of marshals.

**Petition:**

A petition bearing the approval signatures of at least 80% of the abutting residents and tenants of each block in business areas affected by the street closure (if enclosed areas encircles any properties, all within the circle are affected.) Persons of authority must be the signers of this petition; 80% of residents within a route must approve. 100% of the abutting resident and tenants must be contacted including those on 2nd, 3rd, or 4th floors on both sides of the street. Random phone calls are made to verify signatures and contacts.

**TEMPORARY STREET CLOSURE PETITION**

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

We, the undersigned and residents/business abutting \_\_\_\_\_  
agree or disagree to closing the street between the hours \_\_\_\_\_ am/pm and \_\_\_\_\_ am/pm, On  
\_\_\_\_\_, 2018.

We also acknowledge that the above-named activity may include music/amplified sound between the hours of \_\_\_\_\_ (am/pm) and \_\_\_\_\_ (am/pm). It is the responsibility of the event manager to insure the event is in compliance with the City of Boulder's noise ordinance and all applicable Boulder Revised Codes.

Resident/Business Name	Agree	Disagree	Address	Phone	Email	Signature
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**POLICE:**

The Boulder Police Department determines the number police officers, police vehicles and other personnel required based on the following:

- Expected attendance
- Location of the event
- Timeframe of the event
- The presence of alcohol
- History of the event
- Nature of the event
- Street closures
- The amount of advertising used for an event

The above list is not all-inclusive. Other factors may alter the required resources for your event.

Role of the Police Department: The Boulder Police Department may require department staff and police vehicles to be present at your event to supplement your security plan and to provide additional presence at your event. These sworn officers are there to enforce municipal ordinances and state laws. It is not the responsibility of police officers to provide the services that are the job of private security or staff/volunteer marshals.

**Rates for Police Services** (Rates were current at the time this document was published. Rates are subject to change without notice.):

- Off-Duty Officer: \$63 per hour (3-hour minimum)
- Off-Duty Sergeant: \$80 per hour (3-hour minimum); Sergeant(s) are required when the number of officers dictate a supervisor's presence; usually more than four police officers.
- Police Vehicle: \$50 per vehicle, per event

Very large events only:

- Off-Duty Commander: \$95 per hour (3hour minimum)
- Off-Duty Dispatcher:
  - Non-City of Boulder holiday: \$48 per hour (3-hour minimum)
  - City of Boulder holiday: \$64 per hour (3-hour minimum)

For more information please contact the Boulder Police Department at (303) 441-3315 or view online at <https://bouldercolorado.gov/police/special-events>

**RTD Agreement/HOP:**

RTD and VIA Mobility must agree to street closures if buses travel on proposed closed streets. Provide a signed letter from RTD's Operations Dept. stating their agreement to the closure. You may contact RTD at 303-299-5010. Call VIA three weeks prior to your event if your event will impact the HOP. Provide a signed letter from VIA Operations Department stating their agreement to the closure. You may contact VIA Mobility at 303-447-2848.

**Signs and Banners:**

All event signs and banners must be approved by the Environmental/Zoning Enforcement Office. Standards are size, location and readability. Sign content is not considered a part of the approval process. Sign graphics

and wording must face inward towards the event area. Signs of any type may NOT be placed in the public right-of-way (medians and street intersections) unless they are MUTCD compliant and part of an approved detour and barricade plan. No graphics or wording may face the street or be able to be seen from the street. Traffic control devices and supports shall not have any advertising message or any other message that is not related to traffic control. You may contact Environmental/Zoning Enforcement at the City's Planning office 303-441-1880.

**Traffic and Crowd Control Personnel:**

Police officers are required at any location where traffic is being controlled other than by existing traffic signals or as part of an approved control plan. CIVILIAN PERSONNEL ARE NOT AUTHORIZED TO CONTROL TRAFFIC. You may be required to provide security or event marshals (separate from traffic marshals). You may be required to hire off-duty police officers. Representatives of the police department retain final authority and decision making.

**Traffic Marshals:**

Marshals must be 18 years of age or older; wear high visibility vests; comply with all permit conditions. Marshals shall not act as flaggers or traffic controllers. Provide an information sheet 6 to each marshal prior to the street closure which informs them of their role and responsibilities. The event manager is responsible for the content of the information provided to the marshals. Assign one marshal to be at each location where traffic is stopped or detoured on streets and alleys, and at all intersections. Provide any necessary training as determined by the Boulder Police Department. Boulder Police is the only authority to determine when police officers or marshals are to be used during the event.

## Appendix D – Pearl Street Mall Non-Profit Event Permit

### AMPLIFIED SOUND

The use of amplified sound on the Pearl Street Mall is prohibited by code. Only those with a valid Special Event Permit for the date and times specified will be permitted to use amplification devices on weekdays from 5-10 p.m., and Saturday/Sunday from 9 a.m. – 10 p.m.. The city's noise ordinance is still enforced by complaint; sound levels must be reduced when requested by a city of Boulder safety officer or special events personnel.

### ELECTRICAL

To utilize existing electrical utilities contained within the Pearl Street Mall and along the Boulder County Courthouse lawn area, permit applicants must receive written approval from the city of Boulder Community Vitality special events coordinator.

If electrical service is needed (optional) all electrical cords must be in certified safety casing for pedestrian impact. No outlet strips allowed; Planter/pole outlets = 8 amps or 1000 WATT limit. **110 OUTLETS ONLY**

### MOBILE VENDING CARTS

Mobile Vending Carts may not be displaced during your special event. With advanced notification to the cart owner, locations may be shifted to another space in the same block during the Special Event permit dates and times. Community Vitality will provide a list of cart names, owners, and contact information.

### MOTORIZED VEHICLES

Motorized vehicles (including golf carts) are not permitted on the Pearl Street Mall without city of Boulder authorization and inclusion with the Special Event Permit. Motorized vehicles may not travel a more than 5 M.P.H. while driving on the pedestrian mall and must be escorted by a person in front and a person behind the vehicle announcing to pedestrians that a vehicle is approaching.

### NON-PROFIT REQUIREMENT

Proof of non-profit status 501(c) letter from IRS OR State of Colorado articles of incorporation are required for all applications for a Special Event Permit on the Pearl Street Mall.

### TENTS/CANOPIES/TEMPORARY STRUCTURES

Temporary structures beyond tents include elements such as stages, inflatables, fencing, lighting towers, audio towers, AV towers, displays, platforms, and portable restroom facilities.

- Weights are preferred for vendor booths and tents.
- Water filled ballast tanks may be used provided that water disposal does not flow to storm drains.
- Structure weight shall not exceed 1,000 pounds unless base materials are used to distribute the weight throughout the bricks.
- Delivery vehicles must obey time of day and weight restrictions on the historic Pearl Street Mall.
- All structures shall be hand carried or delivered to the Mall before 10 a.m. or after 5 p.m. unless permitted by special event conditions.
- All structures must minimize contact on the north and south sides of the Pearl Street Mall, which is not designed to support load-bearing weight objects.
- Vendor booths on the south side of the 1300 block must be open on all sides.



## TRASH DISPOSAL/ZERO WASTE

Existing ZERO waste stations along the Pearl Street Mall may not be used without prior written approval from Community Vitality staff. If your event has attendance over 50 people, you must provide and haul away ZERO waste stations and the resulting items collected.

## UTILITIES

Access to electricity, and restroom facilities are available. See below for more information:

- **Restroom Facilities:** The Pearl Street Mall facilities can be used towards the restroom requirements indicated within the Special Event Planning Guide. Depending on event conditions and number of attendees, use of restroom facilities may require additional cleaning service visits. These are charged to the event producer at the rate of \$60 per visit beyond the baseline service at 1:00, 5:00 and 9:00 PM. Events above 50 attendees are required to fund additional restroom cleanings at 3:00 and 7:00 PM (if the event end-time is after 5:00 PM). Payment must be made by check to City of Boulder for the total cleaning fees before a permit will be issued.
- **Electricity:** To utilize existing electrical utilities at your event, you must receive written approval from the City of Boulder and pay the daily use fee (\$20 per day in 2018) at Community Vitality, 1500 Pearl Street, Suite 302, Boulder.

Should you experience an emergency involving restrooms or electricity during your event, please contact the on-call Parks Mall supervisor at: 720-724-1956

# Appendix E – Valmont City Park

Valmont Bike Park is a 42-acre natural-surface cycling facility with a “skill progression” design that serves all ages, abilities and riding styles. This design allows riders to improve their riding skills as they work their way up to advanced-level single track, slopestyle, dirt jumps and cyclo-cross elements throughout the park. The Bike Park offers miles of trails and dozens of features for several off-road cycling disciplines. This unique bike park was designed for day-to-day recreational use, program use and as a venue for races and events. Below includes a list of things to consider when requesting the Valmont Bike Park for an Event Permit.

## ACCOMMODATION

Accommodation for emergency response must be provided at all times. Valmont Bike Park has an existing Emergency Access Plan that should be adopted by the event. This plan is currently approved and on file with all Emergency Services. All access points using barricades and similar structures must be staffed at all times and must be movable to accommodate emergency access. In some cases event marshals must maintain internal radio contact to facilitate immediate access to event areas.

## ANIMALS

No animals or pets are permitted at events. Event staff must be available to advise arriving spectators and participants of this rule, unless the event has an approved animal component in the permit. Applicant may be required to provide a screen shot of the website and other notifications to ensure participants and spectators leave their animals at home for the health and safety of both pet and participant.

## CANCELLATION POLICY

All cancellations must be submitted in writing. If, the City of Boulder cancels the event due to unforeseen circumstances all fees will be refunded to applicant. If the applicant cancels:

- Within 29 days of the event, cancellation results in forfeiture of 100 percent of the deposit.
- 30 days or more before the event cancellation results in forfeiture of 50 percent of the deposit.

## DAMAGE DEPOSIT

A performance deposit is required for all event applications and refundable if all of the permit requirements are completed successfully, including, but not limited to, site cleanup and payment of final invoice or damages. This deposit is also to secure the requested event date and is required for your event request to be considered complete.

Table 1: Damage Deposit	
Attendance (Estimated)	Damage Deposit
0 – 299	\$500.00
300 – 999	\$1,500.00
1,000 – 1999	\$2,500.00
2000 +	\$3,500.00

Note: The specific deposit amount is determined by the event impact and may be subject to change after full review of the application and supporting documents.

## EVENT USE FEES

Based on the permit review process, your event may incur the following types of use fees:

Table 2: Permit Fees	
Exclusive Use of Bike Areas	Facility Use Fee (Per Day)
Entire Bike Park, Plaza, Parking	\$7,500.00
West Parking Lot	\$500.00
South Parking Lot	\$800.00
Park Plaza	\$750.00
Slopestyle Course	\$600.00
Dual Slalom Course	\$600.00
Large Pump Track	\$500.00
Small Pump Track	\$500.00
Dirt Jump Course	\$600.00
Glades Mtb Course	\$600.00
Corkscrew Course	\$600.00

Note: The specific event fee is determined by the event impact and may be subject to change after full review of the application and supporting documents.

**GLASS**

Glass is prohibited in Valmont City Park (BRC 8-9-3). The applicant is responsible for ensuring that all participants, vendors, staff and volunteers adhere to this restriction.

**INCLEMENT WEATHER PLAN**

The applicant must indicate the plan to delay, postpone, reschedule or cancel the event due to inclement weather conditions and the commitment to resolve any damage to the park, trails and amenities that may result in not fulfilling the plan.

**IRRIGATION POND**

Events, participants and spectators may not use, access, swim, fish or contaminate the irrigation ditches or pond in the Bike Park in any manner. Any use by the event, participants or spectators will lead to \$200 fine per incident in addition to any necessary repairs.

**PRODUCTION MEETING WITH THE FACILITY MANAGER**

Events with expected attendance (500+) or including temporary structures will require a series of production meetings with the Facility Manager. Production meetings will be scheduled in three (3) phases:

Table 3: Production Meetings	
Meeting	Timeframe
Planning Meeting	30 days from application submission.
Pre-Event Walkthrough	1-3 days prior to event load in.
Post-Event Walkthrough	1-2 days after conclusion of event load out.

Load in and event set-up should not occur until the pre-event walk through is complete. This is to establish if any damage is present with the turf or irrigation system prior to the event. The Facility Manager and/or

field staff will inspect the area for damage after the event, and if applicable, determine the extent of turf damage needing to be repaired or replaced by seed, sod or surfacing material.

**RESTROOM FACILITIES**

Valmont City Park owns and maintains a restroom facility on site near the Dirt Jumps. The small building is separated into men’s and women’s accommodations. Events with expected attendance of more than 200 people will need to rent portable toilets, typically to be located near the restroom building. A portable toilet is also located on the other side of the park near the Dog Park main entrance as well.

**TRASH DISPOSAL/ZERO WASTE**

Existing trash receptacles, zero waste stations, and dumpsters may not be used without prior written approval. If authorized, you are responsible for servicing them during the duration of your special event.

**TURF (RESTORATION PERIODS)**

To best protect the health of the turf grass, Valmont City Park will initiate restoration periods post event(s) for all turf locations. Restoration periods may vary based upon the size and duration of the event, the types of materials used, weather conditions, and the general conditions of the turf, among other factors. The following table includes recommended scheduled timeframes for restoration periods based upon best industry practices.

Restoration Periods	
Event Parameters (Estimated Daily Attendance)	Restoration Period (Per Turf Location)
Program: Less than 50 attendees	n/a
Small Event 50-250 attendees	n/a
Medium Event: 251-999 attendees	3 – 5 days
Large Event: 1,000 + attendees	5 – 10 days

*Example: Valmont Park would not permit a large-sized event on the same turf location 9 days after another large-sized event on the same turf location. We may permit a minor or small event (pending conditions) – or would suggest a different turf location.*

**TURF (TEMPORARY COVERING)**

Temporary covering of turf substantially reduces wear by protecting from tearing and abrasion due to traffic. Temporary covering helps reduce soil compaction; however, this may still occur.

- Temporary flooring must be approved in advance by Valmont Park staff
- Temporary flooring may be required for seating or pedestrian pathways during large events.
- Plywood is not an acceptable temporary covering. Acceptable covers might include products such as Terraplas, Matrax LD, etc., (ADA compliant, interlocking, translucent, and ventilated).

**TURF AND NON-PAVED SURFACES (WEATHER RELATED CLOSURE)**

The following table includes information related to the pre-event preparation and cancellations/closures enacted for health and safety, weather, and to protect turf, soil, and irrigation. It shall be the responsibility of the Valmont Park staff to determine the level of soil saturation suitable for usage; this will vary based

upon factors such as the season and recent/upcoming weather events. Soil moisture readings greater than 30% indicate that damage is more likely to occur.

Pre-Event Preparation Checklist and Cancellation/Closure to Protect Turf, Soil and Irrigation		
Timeline	Procedure	Protocol
Week Prior	Weather forecast	Discuss backup plan or alternative location
Pre-Event Walkthrough (1-3 Days Prior)	Test soil	Photo documentation (Valmont and Producer) If saturated: Initiate backup or additional deposit
Set-Up	Monitor	If saturated: Rain delay or initiate backup
Event	Monitor	If saturated: Rain delay
Tear Down	Monitor	If saturated: Postpone
Post Event Walkthrough (1-2 Days After)	Examine	Photo documentation (Valmont and Producer)
Post Event	N/A	Valmont commence recovery practices

## UTILITIES

Electrical outlets are available for event use pending Facility Manager approval. Gray outlet boxes are located near the NW parking lot that can accessed for event purposes. Electricity may also be accessed from the restroom building if the protective box is unlocked.

Water is also available for event use pending Park Manager approval. Two standard drinking fountains are located on the exterior of the restroom building. A water spigot is above the drinking fountains that can be used to fill large containers quickly.

Use of available utilities are subjected to an extra fee previously determined by Valmont staff.



# Appendix F – Certificate of Insurance Example



## CERTIFICATE OF LIABILITY INSURANCE

OP ID: 1C

DATE (MM/DD/YYYY)

01/26/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Producer Contact Info	
AM Best Rated (A-VI) Producer Anytown, US 12345		PHONE (A/C, No, Ex):	FAX (A/C, No):
		E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		NAIC #	
INSURED Name that matches group signing contract PO Box 12345 Anytown, USA 12345		INSURER A: Sample Insurance Company 12345	
		INSURER B: Other Insurance Company 23456	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

### COVERAGES

### CERTIFICATE NUMBER:

### REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			123ABC123	01/08/2018	01/08/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			123ABC123	01/08/2018	01/08/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	ABC1234	01/01/2018	01/23/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	Accident Insurance						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Boulder, its employees and officials are named as an additional insured on general liability for (name the event, the date, location).

### CERTIFICATE HOLDER

### CANCELLATION

City of Boulder 1777 Broadway Boulder, CO 80306	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2014/01)

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### I) ADVOCACY RESERVATION REQUEST

An Advocacy Reservation Request is an advance notification to the City of Boulder for an advocacy group seeking to organize a public visibility event on city property or within the public right of way. A City of Boulder Advocacy Reservation improves coordination across city department staff, including the Boulder Police Department, to help ensure a positive experience for the requesting advocacy group and the rest of the community, and to minimize potential conflicts with other known events, rentals, groups and activities that may be scheduled at or near the same venue or route.

This reservation request process is not required nor intended to limit any advocacy groups from exercising their First Amendment right to free speech. Its sole purpose is to improve city support for and coordinate with advocacy groups.

#### Advocacy Reservation Rules and Regulations

- No fee is required.
- An advocacy group must request an Advocacy Reservation request at least 5 business days in advance of the activity to allow city staff to process the request and respond.
- Advocacy reservations are issued on a first-come, first-served basis.
- No motorized vehicles are allowed on sidewalks, bike paths or turf areas.
- No glass allowed in any park.
- Destruction, damage or removal of any vegetation or defacement of public property is prohibited.
- Events may not impede pedestrian access on sidewalks or traffic on multi-use paths.
- Permits for parades will be issued according to [Boulder Revised Code 7-2-14](#).
- Compliance with Noise Regulations according to [Boulder Revised Code 5-9-3](#).
- Compliance with local, state and federal laws
- **Insurance Requirements:** The city encourages, but does not require, advocacy groups to obtain general liability insurance with minimum limits of \$1 million per occurrence, and to provide a certificate of insurance naming the City of Boulder and its officers, employees and authorized volunteers as additionally insured parties.

For additional information, or to request an advocacy date please visit: <https://bouldercolorado.gov/city-manager/advocacy-reservation-request>

### II) FILM AND PHOTOGRAPHY PERMITS

Commercial and professional photography and videography at all city of Boulder facilities requires an approved permit prior to shooting. Please allow at least 14 days prior to proposed shoot date for processing.

For more information please call the City of Boulder, Department of Parks and Recreation at (303) 413-7221. Information and requirements for film and photography permits are found at: <https://bouldercolorado.gov/city-manager/film-permit-application>

### III) PARKS AND RECREATION FACILITY, PARKS, AND SHELTER RENTALS

The City of Boulder Parks and Recreation Department has numerous venues available for your next private event or gathering. Private events often do not require a Special Event Permit, but may require a different reservations, license, or permit.

For more information about private rentals and reservations, please visit the website: <https://bouldercolorado.gov/parks-rec/events-and-rentals> or call Boulder Parks and Recreation at (303) 413-7200.

#### **IV) OPEN SPACE AND MOUNTAIN PARK (OSMP) PERMITS**

Many different activities on OSMP lands require a permit. OSMP Permits do not grant exclusive use of any site.

- The picnic shelter located by the Chautauqua Auditorium is managed by the Boulder Chautauqua Association. Call 303-442-3282 for more information and reservations.
- The grassy lawn at Chautauqua Park is managed by City of Boulder Parks and Recreation and can be reserved by calling 303-413-7200.

For more information, please visit the website: <https://bouldercolorado.gov/osmp/osmp-permits> or call Open Space and Mountain Parks at (303) 441-3440.

# ***Special Events on Colorado State Roadways***

*A Guideline for Event Organizers*



Prepared by the Colorado State Patrol  
and the Colorado Department of  
Transportation with help from Bicycle  
Colorado and special event  
coordinators.

December, 2011.



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Cover photos courtesy of the Colorado Department of Tourism, Weaver Multi-Media. Photographers from Top: Sally Pearce, Matt Inden, Matt Inden



## INTRODUCTION

Colorado's beautiful scenery and active lifestyle make it an exciting state to host special outdoor events. Each year, Colorado is home to hundreds of special events such as golf tournaments, concerts, ski events, bicycle rides and races, running events, and more.

The Colorado Department of Transportation (CDOT) and the Colorado State Patrol (CSP) recognize the need for these events to use the state transportation system because of its accessibility, its proximity to many of Colorado's popular destinations, and its ease of use.



While a positive and safe experience is important for event participants, a positive experience is also important to others who may also be affected by the event: motoring public, property owners, spectators, additional road users and others.

CDOT and CSP have a mission of transportation safety and efficiency for all users: pedestrians, bicyclists, motorists, and both regular users and special users. To that purpose, this guideline has been developed to assist special event organizers in meeting CSP and CDOT requirements, following all applicable state laws, and ultimately creating a safe experience for all users of the state transportation system.

Historically, events have not been allowed on roadways that prohibit bicyclists such as the interstates and parts of US 6. While safety is the number one objective, CDOT and the CSP may consider use of these facilities on a case by case basis. Consideration will be based on possible construction scheduling, condition of alternate routes, time of day, day of week, number of participants, etc. It is not the intent to use these facilities as a means of resolving scheduling conflicts or when other choices are available.

Any event affecting roads throughout the state must be approved and permitted by the CSP, CDOT and local municipality where the event is held. This guide offers procedures to provide for a safe event with the least disruption for other road users. While this guide focuses on bicycle events, the same procedures and requirements are applied to all events.

To determine whether your event needs a permit, please review the following:

- An application and permit will be required for any athletic or special event on state highways that requires any type of road closure, restriction, or may create a significant impact to the motoring public.
- No application or permit is required for most events that have less than 50 participants unless, the event requires any type of road closure, restriction, or may create a significant impact to the motoring public.
- The applicant is responsible by law for the total actual cost to the Colorado State Patrol for conducting any closure of a street or highway for the purpose of an athletic or special event.
- The applicant is further responsible to pay for and provide liability insurance in such amount and for such coverage that is required by Colorado Revised Statutes, (24-10-114). See section 2d, "PROCEDURES FOR APPROVED EVENTS" for additional information.
- Applicants must pay in advance the estimated cost of such event. Any actual costs between \$0.00 and \$100.00 above or below the estimated cost will not be refunded or billed to the event sponsor. Any actual costs more than \$100.00 above or below the estimated cost will be refunded or billed to the event sponsor.
- The Colorado State Patrol is responsible to the citizens of Colorado to ensure safe and efficient flow of traffic. As such, **officers patrolling the event are representatives of the state and not the event itself**. It is important their direction come from the state established chain of command and not from the event coordinators.

## CSP PERMIT APPLICATION CHECKLIST

**As varied as special events are, there are certain conditions that can be expected. The following checklist should be helpful when preparing your permit application. This checklist is only an overview – your attention to the details of your event may add or delete questions as needed.**

Have you scheduled a planning meeting with CSP and CDOT at least 120 days prior to the to the date you want to publically announce your event?

Are other municipalities and jurisdictions involved?

Is another agency or municipality processing a permit?

Is the required insurance information being provided with the correct monetary limits?

Has the “State of Colorado and its Employees” been named as additional insured?

Has the Traffic Control Plan been developed? Traffic Control companies can prepare plans for you if you need assistance.

Have you provided a map showing all roads and intersections involved and how they will be treated?

Have you shown on the map where law enforcement, marshals and signs will be located?

Will a vehicle escort be provided?

Is a properly signed detour provided?

Have you provided a copy of the news release?

Does the release include dates, times, lengths of delays anticipated, and roads which will have delays?

Is there a media mailing list and date on which the applicant will mail the news release?

Have residents and businesses been given sufficient advance notification by the applicant of closure for an event where the entire road is anticipated on being closed?

Have major businesses, schools, fire and/or emergency agencies, transit companies, and the post office been contacted by the applicant?

Are any other events scheduled which may cause a conflict?

Are pre-event signs built to specifications and do they have correct information?

Is private land being used for staging or parking? Can applicant prove permission to use?

Is adequate staging and parking space provided?

Are adequate restroom facilities and water available?

Is a Start/Finish banner to be used? Is it high enough? (18' minimum clearance)

Have procedures been arranged for emergency medical treatment?

If roads are closed, what routes will be available for emergency units?

Have you scheduled a post-event meeting (within 30 days after the event) with the CSP and CDOT to discuss improvements for subsequent years?

Have you consulted any necessary rulebooks or guidelines?

## TYPES OF BICYCLE EVENTS

### BICYCLE RACES

Each of the following types of races has its own characteristics and special needs and may be sanctioned by the American Cycling Association (ACA), USA Cycling, or USA Triathlon (USAT). Races on state highways outside of municipal boundaries will need a permit from the CSP.

#### *Road Races/Grand Fondo*

Road races are massed start events, traveling one large circuit of generally up to 100 miles or repeated shorter circuits of varying distances, or a point to point route. Route selection should include considerations for road width, time of day (avoid school bus routes, construction, and peak traffic hours), traffic volumes, number of intersections, and a safe Start/Finish location. Bicyclists may travel in large groups (peloton) which fill the lane of traffic. Organizers should provide front and rear escort vehicles for the peloton on major races. Intersections should be controlled to give racers priority so that the race never stops. Race officials often disqualify racers from the event if they cross the centerline of the road. Racers who lose contact with the peloton and fall behind the rear escort vehicle must return to following all traffic rules.



#### *Time Trials*

Time trials are events in which each bicycle racer travels the same route and distance (usually an out-and-back or circuit course) alone with individual times being recorded to determine finish order. The riders are started at preset intervals of 15 seconds to 3 minutes which spreads riders throughout the course. Course selection should reflect a road with few intersections with other roads, a wide shoulder, a safe turn around and a smooth road surface. Drafting (riding close behind another rider) is not allowed so bicyclists passing one another may ride side by side for a longer length of time than a normal pass. Being a race against the clock, marshals give priority at intersections to racers.

#### *Criteriums*

Criteriums are massed start, high speed events where riders race around a closed circuit course in a pack to compete for finish order. Most criteriums are usually held on closed streets and the circular course is normally one half to one mile in length. Route selection should include consideration for minimizing impact on



homes and businesses along the route, a minimum of road problems, smooth road surface, safety for cyclists, and access for spectators. On a closed course, riders travel in a peloton at times filling all lanes of traffic.

### *Stage Races*

Stage races are any combination of the three races listed above, generally scheduled over a period of two or more days.

### *Mountain Bike Races*

Mountain bike races, sanctioned by the ACA or USA Cycling's National Off Road Bicycle Association, can be a combination of on and off road racing along paved or dirt roads and trails. Generally, the road portion is operated similar to a road race. However, depending on the timing of this portion, it may be more like a time trial, resulting in riders travelling alone or in small groups.

### *Duathlons/Triathlons*

Duathlons/Triathlons are multisport races which contain a competitive bicycling portion. These races are sanctioned by USA Triathlon. Most operate similar to a time trial race with no drafting permitted and riders spread throughout the course. Some mass start races allow drafting during the bicycling portion and then operate similar to a road race with a peloton potentially forming. The beginning and/or finish of the bicycle portion of the race may include a transition zone to/from swimming or running.



### *Adventure Races*

These races consist of individual or teams (usually 2 to 6 teammates) of competitors who race using a variety of transportation means on trails, rivers, rocks, and roads. Team members usually have to remain in close proximity (usually within 2 minutes) to members on the same team. Most events take place off-road and operate like a mountain bike race. Some races may be on-road with the teams riding in small groups.

## **NON-RACING BICYCLE EVENTS**

Bicycle racing is not the only form of popular cycling in Colorado. More and more people of all ages are taking to the streets and highways on their bicycles for transportation,

exercise and recreation. In addition to Colorado's bicycling residents, tourists from around the world travel to Colorado specifically to ride our roads and trails.



Riders may be encountered riding alone or in small groups. These bicyclists should be following the rules of the road, such as riding on the right when being overtaken, riding no more than two abreast, obeying traffic control devices and not impeding the reasonable flow of traffic. Cyclists should avoid riding in a long line and should provide breaks between groups of riders so that passing by motorists is easier and safer. Motorists have the responsibility to safely pass each bicyclist by providing a minimum of 3 feet safe passing distance between the motor vehicle (including mirrors) and the bicyclist.

Event organizers are encouraged to consult with the CSP and CDOT prior to the event to determine if a permit is required and if there is a high likelihood of traffic being affected to a significant degree. CSP currently requests

permit applications for rides with over 50 participants. Event organizers should advise cyclists riding in these events to follow the rules of the road. If a police officer observes a traffic violation, the cyclist(s) may be ticketed. Motorists may also be ticketed. Event organizers may request copies of Colorado's rules of the road at no charge from CDOT or Bicycle Colorado.

### *Charity Rides*

During Colorado's summer cycling season, bicyclists have the opportunity to ride for charity almost every weekend. Bicyclists can choose a ride suited to their ability from a gentle, flat 10 mile fun ride to a thigh busting 500 miles, over several mountain passes, in five or six days. These rides raise millions of dollars statewide in support of charities and attract participants from across the country. As fundraising rides continue to grow in popularity so does the number of participants, from several hundred to several thousand.

Since the number of riders can significantly impact normal traffic flow, permits for these events with more than 50 participants are required. The event organizer will want to obtain a permit in order to prove due diligence in providing for the safety of the riders. If a rider is hurt during the event, the organizer would more easily be able to prove due diligence if a permit had been obtained and the permit requirements were followed.

### *Touring Club and Multi-day Rides*

Bicycle clubs exist in almost every community in Colorado and offer a wide variety of road and mountain bike rides to their members. Clubs generally offer

novice through advanced, half to one day ride options for families and individuals. In addition, clubs and other organizations sometimes offer a large scale tour such as a century, double century, or multi-day event. For large events (more than 50 participants), it is required that event organizers let the CSP and CDOT know about the event in advance to determine if their assistance or a permit is required.

### *Guided Tours*

Colorado is one of the top cycling destinations in the United States due to its extraordinary variety of road and mountain biking opportunities. Guided tours are generally limited to ten to twenty riders enjoying a multi-day cycling vacation. Generally, these tours are SAG (Support And Gear) wagon supported and guests may ride as much or as little as they desire depending on their ability. For larger tours of 50 or more riders, permits are required.

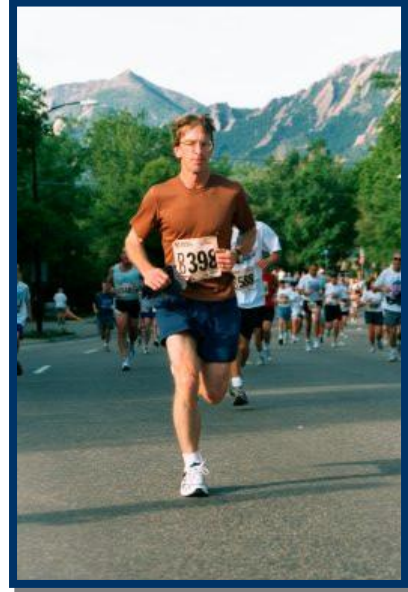
## OTHER ROADWAY EVENTS

In addition to bicycling events, there are many other activities that affect our roadways such as running events, parades, ski and golf tournaments, concerts, etc.

Regardless of the type of event, the same procedures and requirements used for bicycling events need to be applied.

Many times, special events are held on local roads such as main streets or county roads. Often times an event will start in one location and end in another. Permits and approvals must be obtained for each local jurisdiction.

If you have questions regarding jurisdiction, you can easily contact the local city or town police office; or the county sheriff's department.



## TYPES OF ROAD CLOSURES

Depending on the type of event you're planning, there are certain road closures that may be available to you.

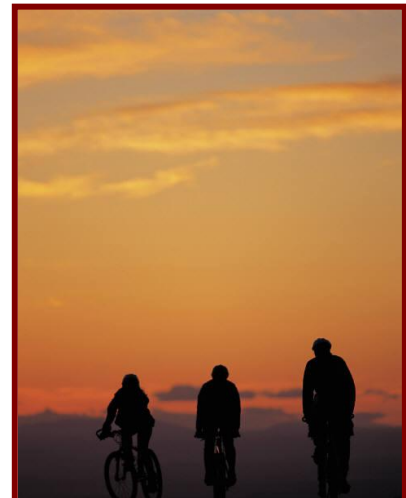
### *Complete Closure*

A complete road closure stops all motor vehicle traffic from entering the racecourse. Appropriate detours must be provided and police officers to direct the motoring public regarding the detour. A reason for the closure must be documented and approved by CDOT. Local entities, businesses and residents must be notified. Complete closures are NOT available on roadways where bicyclists are normally prohibited such as sections of I-25, I-70 and US-6.

### *Moving or Rolling Closure*

Moving closures require marked police vehicles at the front and rear of the enclosure that are well signed for the motoring public. Motorcycle patrolmen are required to patrol in the enclosure to ensure that the participants are protected from any unforeseen traffic. Additional police officers are required to provide temporary road closures at all intersections, driveways, and entrances and exits from highways or other roadways while the participants pass through those areas. Depending on the number of participants, highway topography, staggered start, etc., rolling enclosures generally require more law enforcement personnel for traffic control. The abilities of the participants would affect the size and number of groups of participants for any given race.

It is recommended that the moving or rolling closure be for a specified amount of time, i.e. 20 to 30 minutes. The time begins when the first participant passes a certain point and continues for the specified amount of time. The rear patrol car will be at the rear of the enclosure and will contain an event official that will inform participants that they are out of the enclosure. Any participant that is not within the enclosure is considered to be a recreational participant and must obey all rules of the road in reference to bicycles or motor vehicles. These participants will not have police escort.





### ***Partial Closure***

Partial closures involve closing one lane of a multilane roadway for an event. Police officers are required to provide temporary road closures at all intersections, driveways, and entrances and exits from highways or other roadways while the racers pass through those areas.

The event organizer is required to prepare Traffic Control Plans for CDOT and CSP to review. CDOT and the CSP will advise the organizer regarding the number and types of signs and cones necessary to warn motorists not to use a specific lane and in areas where a particular hazard, such as a narrow bridge or roadway area exists.

Obvious problems also exist with oncoming traffic in certain areas where one lane of a two-lane highway is closed. Motorcycle officers will be required to enforce the center line rule.



## PERMIT APPLICATION GUIDELINES

The approval of a bicycle event permit will be granted only under conditions which assure reasonable safety for all participants, spectators, and other highway users, and will prevent unreasonable interference with traffic flow which would seriously inconvenience other highway users.

*Advance planning is imperative to running a successful event. Reviewing the route, preparing Traffic Control Plans, working with CSP and CDOT, as well as the media and property owners along the route, will help lead to an approved permit and a safe event.*

### REQUIREMENTS

1. Special Event Permit Applications are available from the CSP website, <http://csp.state.co.us>, or the local CSP office, (sample in Appendix B).
2. If part of the event is to occur on a roadway within another jurisdiction (i.e., half of an event might be on a county road, the other half on a state highway), the organizer must request a permit from the local municipality and/or county. The CSP requires a copy of the permit and compliance with the other jurisdictions regulations.
3. Any use of private land shall have the owner's written approval. The CSP requires a copy of the written authorization.
4. If a Start/Finish banner is to be used, it shall comply with vertical clearance standards (minimum of 18').
5. Prior to the event, the organizer must review the course to determine potential problems that could endanger riders and equipment. The organizer is responsible for noting these problems to the participants, and if severe enough, shall cancel the event. Potholes may be identified for the safety of the participants with powdered chalk not spray paint.
6. Adequate sanitary facilities, parking, etc. for participants, support crews, and spectators shall be provided.
7. Adequate crowd control shall be provided.
8. All litter, temporary signs and other event materials shall be cleaned up by the organizer immediately following the event. Any cleanup costs associated with the event will be billed to the event organizer.

9. Events scheduled on the same roadways on multiple days (i.e., four Sundays in a row) will be discouraged.
10. If the application is denied, the organizer will be told what corrections need to be made in the plan and allowed to resubmit the application within five working days. If denied again, refer to the “Appeal Process” section of this document.
11. Proof of insurance is required and must accompany the application, coverage shall be provided as follows:
  - a. \$150,000.00 for any injury to one person in any single occurrence.
  - b. \$600,000.00 for any injury to two or more persons in a single occurrence.

***Important Note:*** The “State of Colorado and Its Employees” must be named as additionally insured under the certificate.

12. A detailed map showing the proposed course and direction of the event shall be submitted. Locations of parking areas, water stations, toilet facilities and other appropriate information shall be shown on the map. The parking areas and toilet facilities shall not be located within CDOT right-of-way along the route. The event organizer is responsible for obtaining appropriate permission to locate these facilities on private right-of-way.
13. The type of existing traffic control shall be shown for each intersection, detour, and road involved in the event. It is the responsibility of the event organizer to prepare the Traffic Control Plan to be submitted with the application. Traffic control companies can prepare plans for you if you need assistance.
14. Railroad crossing and bridges are to be given special attention. The event organizer shall coordinate with appropriate railroad representatives to ensure that the event schedule will not interfere with the operation of the railroad. The United States Postal Service is to be notified if there is any chance that the event will affect a mail delivery route.
15. A post-event debriefing is strongly encouraged within 30 days after the event to suggest improvements for subsequent years.
16. If permit (CSP or any other jurisdiction) guidelines/restrictions are not met, there is a possibility that the event will not be approved in subsequent years.

## **TIMELINE**

### **120 Days Prior to Publically Announcing the Event:**

Most large events are planned and organized months, if not years, ahead of the actual event. Event organizers are encouraged to hold a planning meeting with the CSP, CDOT and local municipalities to discuss the proposed course and initiate the permit process. Conflicts with other activities may be avoided with advance planning. At the planning meeting, any known highway construction, maintenance activities or other scheduled events that are planned for the proposed routes will be discussed. An attempt will be made by CDOT to not schedule any construction or maintenance activities, which will interfere with the event once the permit has been issued. Reviewers may wish to distribute plans to others for comment

### **90 Days Prior to Public Announcement**

Comments and concerns from CSP, CDOT and other jurisdictions are due to the Event Organizer.

### **30 Days Prior to Public Announcement:**

Deadline to submit completed special event permit application and application fee to CSP.

### **60 Days Prior to Event:**

Response deadline from CSP and CDOT on approval or denial of the permit application--response will include estimated costs if permit is approved.

Traffic Control Plan, permits from local jurisdictions, and confirmation of notifications (see Notifications section below) due to CSP

### **30 Days Prior to Event:**

Payment equal to CSP staffing estimate and Certificate of Insurance due to CSP.

### **Day of Event:**

Event Organizer and CSP Ride Supervisor meet to discuss any questions  
Have a safe and fun event!

### **30 Days After Event:**

Debrief meeting with CSP to review event success, safety issues, and permit requirements

### **60 Days After Event:**

Approximate date for refund from CSP for overpayment of CSP costs (see Permit Application for details).

## NOTIFICATIONS

The event organizer is responsible for the following notifications:

1. All appropriate local and state law enforcement agencies shall be notified of the event at the time of the application.
2. All local jurisdictions (County Administrator, City/Town Manager) affected by the event shall be notified at the time of the application.
3. Local emergency units (fire, rescue, etc.), local post offices and regularly scheduled buses and affected business/trucking companies shall be notified upon approval of the permit or at least two weeks before the event.
4. At least two weeks before the event, the organizer shall distribute a news release to all local radio stations, television stations and newspapers that will announce the event and advise residents of potential travel delays. The news release shall include dates, times, roads that will be affected and an estimate of the length of delay. A copy shall be provided to the CSP and CDOT. Counties, Chambers of Commerce, and Visitor Centers are often good resources for media distribution.

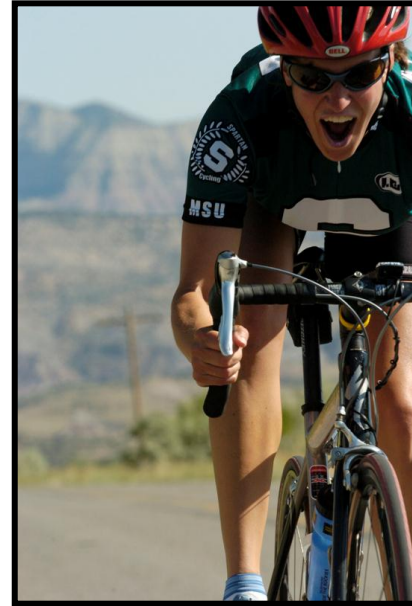


## OPERATION OF THE EVENT

1. Interruption of motor vehicle traffic flow shall be kept to a minimum.
2. The event organizer is responsible to provide the CSP with the following information: 1) the final number of participants, 2) the names and rider numbers of the participants. This information should be provided both electronically (Excel or PDF format) and by hard copy prior to the start of the event.
3. A contact person, the Chief Official or Event Organizer shall be designated prior to and available at the time of the event. Contact should be available by cell phone or portable radios. Multi-day events shall have a daily briefing meeting with any law enforcement involved for that day's activity.
4. Escort vehicles may be required. Vehicles for race officials should be clearly marked as "Official Vehicle".



5. All participants will be encouraged to wear bright, highly visible clothing. Numbers worn by all participants shall be positioned to be visible from the roadway. For ACA/USCF/USAT events, race rules and regulations will apply. Riders without numbers will be contacted to determine if they are a registered rider for the event. Permits may exclude non-registered riders, and riders in violation of the permit may be asked to leave and/or be issued a citation.
6. The event is to occur during daylight hours unless special permission is given.
7. All riders shall ride on the right hand side of the road or on a paved shoulder when suitable for riding. When being overtaken by another vehicle, riders shall ride as close to the right-hand side as safe. These rules apply except when passing another bicycle or vehicle in the same direction; when preparing for a left turn; or when reasonably necessary to avoid hazardous conditions.
8. Bicyclists shall ride single file; except that riding no more than two abreast is permitted when it will not impede the normal and reasonable movement of traffic; or when riding on paths or parts of roadways set aside for the exclusive use of bicycles. Bicyclists should move to single file to allow other vehicles to pass.
9. The event may be terminated by the event organizer or CSP if the weather conditions are determined to make the roadway unsafe for the event. Before the decision to cancel is made, discussion between these two parties should occur to determine necessary actions needed to protect riders' safety such as: alternate routes, emergency procedures, locations for medical aid, communication to riders, shelter location, traffic control, media announcement, etc.
10. During the planning process, the CSP and/or CDOT will assist the event organizer in determining the time of day that the event will be least disruptive to traffic.
11. SAG (Support And Gear) vehicles used in non-race events shall select an alternate route if possible, or proceed as normal traffic. SAG vehicles should minimize back tracking. SAG vehicles should pull off as far to the right hand side of the roadway as possible when stopping to assist a rider.
12. Rest stops shall be placed on the right side of the roadway to avoid conflicts with traffic. Ideally rest stops are set back from the road providing adequate space for



bike parking and room for riders exiting/entering the roadway. Bicycles should not be parked on the road.

## RIDER AGREEMENT

Colorado Bicycle Event Coordinators have developed the following “Rider Agreement” that is distributed at each event. Coordinators of new events are encouraged to adopt the agreement as part of safety and outreach for their events:

“**Your event name**” is conducted on open roads with vehicular traffic. Roads include both marked and unmarked hazards. Though we go to great lengths to make the ride as safe as possible, always remember that safety is in your own hands and ride by these rules:

- Wear a helmet ***at all times*** – NO EXCEPTIONS
- Carry ID and relevant medical information
- Rules of the road apply; same rights and duties as the driver of any other vehicle
- Ride single file where necessary, maximum of two abreast when conditions allow, do not impede traffic
- Ride as far right as reasonable
- Obey all traffic lights, signs, and regulations
- Pass on the left only, announce “passing” or “hello” or “on your left”
- Use hand signals to indicate road hazards, stopping, slowing, right, and left turns
- Prepare properly: nutrition, hydration, training, and for sudden changes in weather conditions
- Respect others: riders, volunteers, host communities, motorists, pedestrians, law enforcement, and the environment

Riding safely and considerately is vital to your enjoyment and the safety of other riders. The future of cycling events in Colorado depends on your cooperation with the rules above.

## **TRAFFIC CONTROL**

1. A CSP officer will be required to control traffic at all intersections along state highways outside of incorporated municipalities and other locations identified by the CSP and CDOT, where existing traffic control devices are to be temporarily overridden by the event participants. Corner marshals may assist in the direction of event participants only; under Colorado law they have no authority to direct motor vehicle traffic.
2. If there are no law enforcement personnel available, riders/participants will obey all traffic signs, signals etc.
3. In certain areas of a complete road closure, it may be deemed necessary by the CSP or CDOT to require one or more pilot cars to guide a queue of vehicles through a corridor. The pilot car sign shall be mounted at a conspicuous location on the rear of the vehicle.

## **CHARGES**

1. The organizer will be required to pay for services and equipment provided by the CSP and CDOT to facilitate the bicycle event. If an organizer chooses to use the services of a traffic control company to prepare or make revisions to the Traffic Control Plan he/she is responsible for any charges incurred.
2. Organizers must pay the application fee and estimated CSP costs in advance. CDOT will provide a cost estimate and itemized bill for services at the conclusion of the event.
3. The CSP will provide the organizer with a written estimate of costs and list of services to be provided. Upon completion of the event an itemized list of hours will be provided to the event sponsor if requested. If the estimate exceeded the actual cost by more than \$100, the CSP will issue a check to the organizer for the difference. However, if the actual cost exceeded the estimate by more than \$100, the organizer will be required to remit the difference to the CSP.
4. The permit application fee is \$25.00, payable to the Colorado State Patrol.

## **APPEAL PROCESS**

1. If a permit is denied, the applicant may appeal through the appropriate chain of command at the CSP and/or CDOT. Simply ask for the name of the CSP

Captain's or CDOT engineer's superior and how to contact them. Submit your appeal in writing for their review.

If the permit is approved, but conditions are not satisfactory to the event organizer, the conditions may be appealed as stated above.

## SPECIAL CONDITIONS

### *Road Races*

1. A complete road closure should be set up for national or world class events, or when deemed necessary by the CSP or CDOT.
2. A rolling closure by police escort may be necessary, depending on the number of riders, when the race is located in a heavily traveled area or under special circumstances.
3. Front and back escort vehicles shall be provided by the organizer/law enforcement for races when field size, road alignment and traffic considerations dictate. Both vehicles shall display "BICYCLE RACE IN PROGRESS" signs, shall operate rotary beacon lights or flashing hazard lights if approved, and stay with the main pack. Riders who drop behind the rear escort vehicle are outside the rolling closure and shall follow the rules of the road.
4. Marshals shall be present at all intersections to direct participants, and there should be multiple marshals as required at busy intersections. Approaches to all intersections controlled by corner marshals shall display three advance-warning signs provided by the organizer (see section on Signing Standards). Marshals can direct participant traffic only; a uniformed officer must direct all motor vehicle traffic.
5. Pre-race signs should be placed along the course one week prior to the event and should state affected dates, time of day, and potential for minor traffic delays (see section on Signing Standards). A minimum of one sign every 15 miles in each direction or a minimum of one sign per course in each direction shall be installed whichever is greater.



6. If the race is not a loop, it is recommended that buses and car pools provide transportation back to the start line.
7. The media will not have any special privileges during the race and must obey all traffic laws. It is recommended they stay permanently stationed at desirable locations along the course unless they are allowed to follow the participants at the command of the Chief Official.
8. Vehicles used in setting up the aid and relief stations will not be allowed on the roadway during the race and must remain off the shoulder. “Official” vehicles may enter the course at the command of the Chief Official.
9. SAG (Support And Gear) vehicles should minimize back tracking and pull off as far to the right hand side of the roadway as possible when stopping to assist a rider.
10. Rest Stops and feed zones shall be placed on the right side of the roadway to avoid conflicts with traffic.

### *Time Trials*

1. A road closure may not be necessary.
2. Riders shall follow rules of the road unless special traffic control is provided.
3. If special traffic control is used, law enforcement shall be placed at intersections where cyclists will be disregarding the traffic control devices. Marshals will be needed at the turnaround point and at the Start/Finish line.
4. Pre-race information signs are not required, but may be helpful (see section on Signing Standards).

### *Criteriaums*

1. Complete closure of streets is required. However, if multi-lane streets are used, it may be acceptable to allow a partial closure. In this case, adequate protection from traffic must be provided with an approved Traffic Control Plan. Generally, parked vehicles cannot be allowed on the racecourse, so the organizer will need to follow the CSP’s and CDOT’s regulations on advance notice before towing of vehicles from the course.



2. A reasonable detour around the course shall be available before the site can be approved. The organizer will need to provide detour signing as prescribed in the Manual on Uniform Traffic Control Devices (MUTCD), Part VI.
3. Businesses and residents shall be notified in writing by the organizer between one month and one week prior to the event, depending on the CSP's and CDOT's discretion.
4. Corner marshals shall be placed at all street intersections to control pedestrian flow, bicyclists and monitor motorist use of the detour. Police officers must direct motor vehicle traffic.
5. Police presence may be required in urban areas with high traffic volumes.

### *Duathlons/Triathlons*

Refer to the appropriate event classification that best fits the bicycle race portion of the event.



## MARSHALS

Marshals or Event Staff are commonly utilized at large events to assist participants and spectators. Their functions may include: providing general information and direction; providing first aid and/or calling for medical aid; controlling access to and within the venue; directing participants and spectators to their appropriate locations, identifying potential problems; and asking for voluntary compliance with established laws and event or venue guidelines.

This group is a key element in ensuring a safe event and events should utilize mature people of high caliber and ability. They need to be well versed in the details of the event, all contingency plans, and what to do in case of an emergency. It is recommended that Event Staff or Marshals be dressed distinctively so that they are easily identifiable by participants, spectators, staff, and law enforcement.

Communication among this group is critical as they are the eyes and ears of the event coordinator and sponsor, as well as law enforcement attached to the event. They should have an organized means of communication with event coordinators, law enforcement, emergency services, and each other.

In some instances, Marshals may encounter individuals who don't respond appropriately to a request for voluntary compliance. In these cases, law enforcement assistance should be obtained to correct the problem. Marshals should not place themselves in danger by confronting individuals beyond a simple request for compliance or a reminder of the expectations outlined in the participant or spectator agreement.

The deployment of Marshals and/or Event Staff should be clearly specified within the event plan.

Examples of how Marshals or Event Staff might be utilized:

- Organizing participants in the start area of the event.
- Being visible in front of a spectator crowd and asking onlookers to remain behind barriers.
- Positioned prior to a hazard along a route warning participants.
- Positioned prior to a traffic control device (i.e. stop sign) or detour reminding participants of the appropriate course of action.



- Within the participant body of the event and/or positioned along the route to direct participants and spectators.
- Identifying unregistered participants and asking them to register or remove themselves from the event.
- Asking for compliance with event requirements. i.e. helmets, attire, behavior, or identification.
- Directing participants at intersections as to the correct route, hazards, and/or assisting law enforcement.
- Warning participants of upcoming hazards or overtaking motor vehicle traffic, and facilitating crossing intersections where turning traffic creates a hazard.
- Positioned at rest stops/aid stations to keep participants from blocking the road and encouraging safe exits and entries to road.
- Educating event participants on proper and safe riding behavior.
- Requesting participants comply with the rules of the road.

**Volunteer marshals and Event Staff are not to be used to direct traffic on any roadway. For safety reasons, only law enforcement officials or licensed traffic control companies are allowed to provide traffic control on roadways.**



## SIGNING STANDARDS

Whenever signs are used on state and local roads, certain standards must be adhered to in order to provide road users with easily understood and legible messages. This insures that the message is clear and that the signs gain credibility. Requests for temporary directional signing for special events are quite common. Such special events include (but are not limited to) the PGA International Golf Tournament, United States Olympic Festival, and World Mountain Bike Championships. Event or race organizers often have a number of opportunities to provide attendees with travel directions via fliers, newspaper advertisements, ticket mailings, etc., and are encouraged to do so.

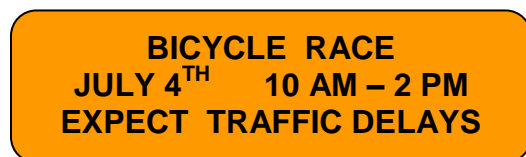
The principal purpose of Special Event signing is to direct attendees to parking areas, and is typically installed only from the point where driver confusion might reasonably be expected to begin. Overall, the anticipated impacts of special event traffic on the public safety and mobility will determine what, if any, temporary directional signing is appropriate.

### *MUTCD Standards*

All signs and their lettering used for a race shall conform in size and shape with the Manual on Uniform Traffic Control Devices (MUTCD). CDOT shall advise race organizers on current standards; these shall be similar to those used in road construction.

### *Pre-Event Signs*

Pre-event signs or banners may be installed along the route of an event one week before the race to warn motorists of the date, times, and potential for traffic delays. They must have an orange background and black lettering. An example follows:

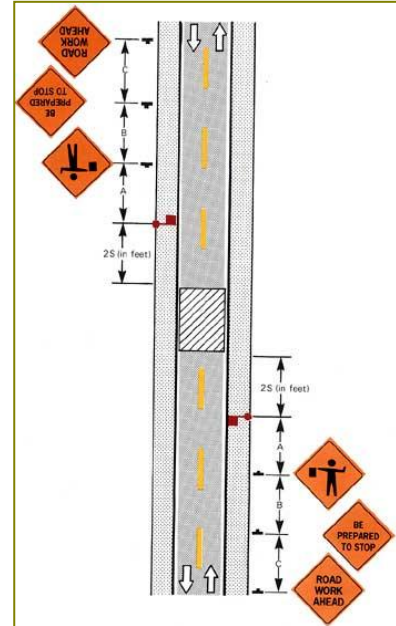


These signs can be mounted on a temporary stand or can be mounted by CDOT at cost on existing posts beneath non-regulatory signs. However, no signs shall be placed on CDOT posts without prior approval of the Region Traffic Engineer. The organizer shall have CDOT or traffic control companies erect all required signs.

The CSP or CDOT may require the organizer to place signs or fliers on unattended vehicles within a closed course advising motorists of an event in progress and that the road is closed.

### **Intersections**

Approaches to all intersections controlled by corner marshals should display three advance warning signs. The signs should be placed according to the MUTCD in the following order: SPECIAL EVENT AHEAD, BE PREPARED TO STOP, FLAGGER SYMBOL. These signs should have an orange background and black lettering and be diamond shaped and must be mounted at least one foot from ground level on an approved breakaway device.



### **Event Pauses**

Signs should be turned away from the street when the corner marshal is not available or if there is a long wait until the participants return to the intersection. The event organizer must give clear instructions and the expected timetable to corner marshals.

### **Escort Vehicles**

Escort vehicles which operate with a participant group shall display a warning sign on the back (or front, for the front vehicle). It shall be rectangular in shape and have black letters on an orange background. An example follows:



Each escort vehicle must be identified as an official event vehicle and clearly visible from both directions of travel. Event Official vehicles will be clearly identified as “Official Event Vehicle” with signs on the window on the left side of the vehicle and on the left corner of the front windshield.

### **Variable Message Boards (VMS)**

Variable Message Boards can be an effective way of communicating to participants as well as the general public and property owners traveling in the event corridor. Check with your Traffic Control Planner and CDOT to determine when and where VMS boards would be appropriate.



## RESOURCES

### Colorado State Patrol (CSP)

Headquarters  
700 Kipling Street  
Lakewood, CO 80401  
303-239-4500  
<http://www.csp.state.co.us/>

### Colorado Department of Transportation (CDOT)

Headquarters  
4201 East Arkansas Avenue  
Denver, CO 80222  
303-757-9982  
<http://www.coloradodot.info>

### Colorado Film Commission

1625 Broadway, 27<sup>th</sup> Floor  
Denver, CO 80202  
303-592-4075  
<http://www.coloradofilm.org>

### Manual on Uniform Traffic Control Devices

<http://mutcd.fhwa.dot.gov/>

### Bicycle Racing Association of Colorado

1135 A. South Oneida Street  
Denver, CO 80224  
303-757-1892  
<http://www.coloradocycling.org>

### Bicycle Colorado

1525 Market Street, Suite 100  
Denver, CO 80202  
303-417-1544  
<http://www.BicycleColorado.org>

### USA Cycling, United States Cycling Federation (USCF), and National Off Road Bicycling Association (NORBA)

210 USA Cycling Point, Suite 100  
Colorado Springs, CO 80909  
719-434-4200  
<http://www.usacycling.org/>

USA Triathlon, Rocky Mountain Region  
Windsor, CO  
<http://www.usatriathlon.org/>

USA Duathlon  
<http://www.duathlon.com>

Application for a permit to conduct an athletic or special event on state highways:  
<http://www.colorado.gov/cs/Satellite/StatePatrol-Main/CBON/1251594530643>

Manual on Uniform Traffic Control Devices (signage and markings)  
[http://mutcd.fhwa.dot.gov/htm/2009/html\\_index.htm](http://mutcd.fhwa.dot.gov/htm/2009/html_index.htm)



## Colorado Rules of the Road

The following is taken directly from the Colorado Statutes 42-4-1412. For additional Colorado Transportation Statutes, go to [www.michie.com/colorado](http://www.michie.com/colorado)

### **42-4-1412. Operation of bicycles and other human-powered vehicles.**

(1) Every person riding a bicycle or electrical assisted bicycle shall have all of the rights and duties applicable to the driver of any other vehicle under this article, except as to special regulations in this article and except as to those provisions which by their nature can have no application. Said riders shall comply with the rules set forth in this section and section [42-4-221](#), and, when using streets and highways within incorporated cities and towns, shall be subject to local ordinances regulating the operation of bicycles and electrical assisted bicycles as provided in section [42-4-111](#).

(2) It is the intent of the general assembly that nothing contained in House Bill No. 1246, enacted at the second regular session of the fifty-sixth general assembly, shall in any way be construed to modify or increase the duty of the department of transportation or any political subdivision to sign or maintain highways or sidewalks or to affect or increase the liability of the state of Colorado or any political subdivision under the "Colorado Governmental Immunity Act", article [10](#) of title [24](#), C.R.S.

(3) No bicycle or electrical assisted bicycle shall be used to carry more persons at one time than the number for which it is designed or equipped.

(4) No person riding upon any bicycle or electrical assisted bicycle shall attach the same or himself or herself to any motor vehicle upon a roadway.

(5) (a) Any person operating a bicycle or an electrical assisted bicycle upon a roadway at less than the normal speed of traffic shall ride in the right-hand lane, subject to the following conditions:

(I) If the right-hand lane then available for traffic is wide enough to be safely shared with overtaking vehicles, a bicyclist shall ride far enough to the right as judged safe by the bicyclist to facilitate the movement of such overtaking vehicles unless other conditions make it unsafe to do so.

(II) A bicyclist may use a lane other than the right-hand lane when:

(A) Preparing for a left turn at an intersection or into a private roadway or driveway;

(B) Overtaking a slower vehicle; or

(C) Taking reasonably necessary precautions to avoid hazards or road conditions.

(III) Upon approaching an intersection where right turns are permitted and there is a dedicated right-turn lane, a bicyclist may ride on the left-hand portion of the dedicated right-turn lane even if the bicyclist does not intend to turn right.

(b) A bicyclist shall not be expected or required to:

(I) Ride over or through hazards at the edge of a roadway, including but not limited to fixed or moving objects, parked or moving vehicles, bicycles, pedestrians, animals, surface hazards, or narrow lanes; or

(II) Ride without a reasonable safety margin on the right-hand side of the roadway.

(c) A person operating a bicycle or an electrical assisted bicycle upon a one-way roadway with two or more marked traffic lanes may ride as near to the left-hand curb or edge of such roadway as judged safe by the bicyclist, subject to the following conditions:

(I) If the left-hand lane then available for traffic is wide enough to be safely shared with overtaking vehicles, a bicyclist shall ride far enough to the left as judged safe by the bicyclist to facilitate the movement of such overtaking vehicles unless other conditions make it unsafe to do so.

(II) A bicyclist shall not be expected or required to:

(A) Ride over or through hazards at the edge of a roadway, including but not limited to fixed or moving objects, parked or moving vehicles, bicycles, pedestrians, animals, surface hazards, or narrow lanes; or

(B) Ride without a reasonable safety margin on the left-hand side of the roadway.

(6) (a) Persons riding bicycles or electrical assisted bicycles upon a roadway shall not ride more than two abreast except on paths or parts of roadways set aside for the exclusive use of bicycles.

(b) Persons riding bicycles or electrical assisted bicycles two abreast shall not impede the normal and reasonable movement of traffic and, on a laned roadway, shall ride within a single lane.

(7) A person operating a bicycle or electrical assisted bicycle shall keep at least one hand on the handlebars at all times.

(8) (a) A person riding a bicycle or electrical assisted bicycle intending to turn left shall follow a course described in sections [42-4-901](#) (1), 42-4-903, and 42-4-1007 or may make a left turn in the manner prescribed in paragraph (b) of this subsection (8).

(b) A person riding a bicycle or electrical assisted bicycle intending to turn left shall approach the turn as closely as practicable to the right-hand curb or edge of the roadway. After proceeding across the intersecting roadway to the far corner of the curb or intersection of the roadway edges, the bicyclist shall stop, as much as practicable, out of the way of traffic. After stopping, the bicyclist shall yield to any traffic proceeding in either direction along the roadway that the bicyclist had been using. After yielding and complying with any

official traffic control device or police officer regulating traffic on the highway along which the bicyclist intends to proceed, the bicyclist may proceed in the new direction.

(c) Notwithstanding the provisions of paragraphs (a) and (b) of this subsection (8), the transportation commission and local authorities in their respective jurisdictions may cause official traffic control devices to be placed on roadways and thereby require and direct that a specific course be traveled.

(9) (a) Except as otherwise provided in this subsection (9), every person riding a bicycle or electrical assisted bicycle shall signal the intention to turn or stop in accordance with section [42-4-903](#); except that a person riding a bicycle or electrical assisted bicycle may signal a right turn with the right arm extended horizontally.

(b) A signal of intention to turn right or left when required shall be given continuously during not less than the last one hundred feet traveled by the bicycle or electrical assisted bicycle before turning and shall be given while the bicycle or electrical assisted bicycle is stopped waiting to turn. A signal by hand and arm need not be given continuously if the hand is needed in the control or operation of the bicycle or electrical assisted bicycle.

(10) (a) A person riding a bicycle or electrical assisted bicycle upon and along a sidewalk or pathway or across a roadway upon and along a crosswalk shall yield the right-of-way to any pedestrian and shall give an audible signal before overtaking and passing such pedestrian. A person riding a bicycle in a crosswalk shall do so in a manner that is safe for pedestrians.

(b) A person shall not ride a bicycle or electrical assisted bicycle upon and along a sidewalk or pathway or across a roadway upon and along a crosswalk where such use of bicycles or electrical assisted bicycles is prohibited by official traffic control devices or local ordinances. A person riding a bicycle or electrical assisted bicycle shall dismount before entering any crosswalk where required by official traffic control devices or local ordinances.

(c) A person riding or walking a bicycle or electrical assisted bicycle upon and along a sidewalk or pathway or across a roadway upon and along a crosswalk shall have all the rights and duties applicable to a pedestrian under the same circumstances, including, but not limited to, the rights and duties granted and required by section [42-4-802](#).

(11) (a) A person may park a bicycle or electrical assisted bicycle on a sidewalk unless prohibited or restricted by an official traffic control device or local ordinance.

(b) A bicycle or electrical assisted bicycle parked on a sidewalk shall not impede the normal and reasonable movement of pedestrian or other traffic.

(c) A bicycle or electrical assisted bicycle may be parked on the road at any angle to the curb or edge of the road at any location where parking is allowed.

(d) A bicycle or electrical assisted bicycle may be parked on the road abreast of another such bicycle or bicycles near the side of the road or any location where parking is allowed in such a manner as does not



impede the normal and reasonable movement of traffic.

(e) In all other respects, bicycles or electrical assisted bicycles parked anywhere on a highway shall conform to the provisions of part 12 of this article regulating the parking of vehicles.

(12) (a) Any person who violates any provision of this section commits a class 2 misdemeanor traffic offense; except that section [42-2-127](#) shall not apply.

(b) Any person riding a bicycle or electrical assisted bicycle who violates any provision of this article other than this section which is applicable to such a vehicle and for which a penalty is specified shall be subject to the same specified penalty as any other vehicle; except that section [42-2-127](#) shall not apply.

(13) Upon request, the law enforcement agency having jurisdiction shall complete a report concerning an injury or death incident that involves a bicycle or electrical assisted bicycle on the roadways of the state, even if such accident does not involve a motor vehicle.

(14) Except as authorized by section [42-4-111](#), the rider of an electrical assisted bicycle shall not use the electrical motor on a bike or pedestrian path.

#### **42-4-1002. Passing oncoming vehicles.**

(1) Drivers of vehicles proceeding in opposite directions shall pass each other to the right, and, upon roadways having width for not more than one lane of traffic in each direction, each driver shall give to the other at least one-half of the main-traveled portion of the roadway as nearly as possible.

(2) A driver shall not pass a bicyclist moving in the same direction and in the same lane when there is oncoming traffic unless the driver can simultaneously:

(a) Allow oncoming vehicles at least one-half of the main-traveled portion of the roadway in accordance with subsection (1) of this section; and

(b) Allow the bicyclist at least a three-foot separation between the right side of the driver's vehicle, including all mirrors or other projections, and the left side of the bicyclist at all times.

(3) Any person who violates any provision of this section commits a class A traffic infraction.

#### **42-4-1004 When overtaking on the right is permitted.**

(1.5) The driver of a motor vehicle upon a one-way roadway with two or more marked traffic lanes, when overtaking a bicyclist proceeding in the same direction and riding on the left-hand side of the road, shall allow the bicyclist at least a three-foot separation between the left side of the driver's vehicle, including all mirrors or other projections, and the right side of the bicyclist at all times.

(2) a driver shall not pass a bicyclist moving in the same direction and in the same lane when there is oncoming traffic unless the driver can simultaneously:

(a) allow oncoming vehicles at least one-half of the main-traveled portion of the roadway in accordance with subsection (1) of this section; and

(b) allow the bicyclist at least a three-foot separation between the right side of the driver's vehicle,

including all mirrors or other projections, and the left side of the bicyclist at all times.

- (c) (3) any person who violates any provision of this section commits a class a traffic infraction.

**Section 7. 18-9-116. Throwing missiles at vehicles - harassment of Bicyclists.**

- (a) Any person who knowingly projects any missile at or against any vehicle or equipment designed for the transportation of persons or property, OTHER THAN A BICYCLE, commits a class 1 petty offense.
- (b) (2) any person who knowingly projects any missile at or against a bicyclist commits a class 2 misdemeanor.
- (c) (3) as used in this section, "missile" means any object or substance.

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING THE POSITION OF CONDOMINIUM OMBUDSMAN  
WITHIN THE CITY OF MIAMI BEACH**

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**ANALYSIS:**

Discussion at Committee.

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING FUNDING FOR FEDERATION TOWERS' PROGRAMMING**

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**HISTORY:**

This item was referred to the Neighborhoods/Community Affairs Committee at the April 11, 2018 City Commission meeting.

**CONCLUSION:**

The Administration seeks direction regarding this item.

**ATTACHMENTS:**

Description	Type
☐ Commission Item	Memo

New Business and Commission Requests - R9 S

MIAMI BEACH

**COMMISSION MEMORANDUM**

TO: Honorable Mayor and Members of the City Commission  
FROM: Commissioner Kristen Rosen Gonzalez  
DATE: April 11, 2018

SUBJECT: DISCUSS FUNDING FOR FEDERATION TOWERS' PROGRAMMING.

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**ANALYSIS**

Please place a discussion item on the Commission Meeting of April 11, 2018, regarding funding for Federation Towers' programming.

**Legislative Tracking**

Commissioner Kristen Rosen Gonzalez

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# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING HOW MIAMI BEACH CAN EXPEDITE HOMEOWNER PERMIT APPLICATIONS**

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**ANALYSIS:**

Discussion at Committee.

**ATTACHMENTS:**

Description		Type
<input type="checkbox"/>	Building Permit Application	Other
<input type="checkbox"/>	Proposed Condo Alteration Minimum Plan Requirements	Memo
<input type="checkbox"/>	Why should I Harmonize my property	Other

## Permit Application

Applicant Information (Blue or Black Ink Only)				Building Department	
Office Use Only		Parcel / Folio Number:		1700 Convention Center Drive, 2 <sup>nd</sup> Floor Miami Beach, Florida 33139 Telephone: 305-673-7610; Fax: 305-673-7857 <a href="http://www.miamibeachfl.gov/building/">http://www.miamibeachfl.gov/building/</a>	
Submittal Date: _____ Permit #: _____					
Property Address:		Unit #:	Master Permit Number (If applicable):	Violation # (If applicable):	
Permit Type (select one)		Permit Request (select all that apply)		Property Information (select one)	
<input type="checkbox"/> Building <input type="checkbox"/> Electrical <input type="checkbox"/> Mechanical <input type="checkbox"/> Plumbing <input type="checkbox"/> Roofing <input type="checkbox"/> Phased Permit		<input type="checkbox"/> Demo year built _____ <input type="checkbox"/> Generator <input type="checkbox"/> Temporary Structure <input type="checkbox"/> Fire <input type="checkbox"/> New Permit <input type="checkbox"/> Change of Contractor <input type="checkbox"/> Change of Architect/Engineer <input type="checkbox"/> LEED		<input type="checkbox"/> Permit Extension <input type="checkbox"/> Permit Renewal <input type="checkbox"/> Permit Revision <input type="checkbox"/> Change of Use <input type="checkbox"/> Private Provider <input type="checkbox"/> City Project <input type="checkbox"/> Commercial <input type="checkbox"/> Multi-Family Residential <input type="checkbox"/> Residential: Single-Family Residential or Duplex	
				Occupancy Classification:	
		New Construction/Addition		Alteration/Reconfiguration of Space	
Total Value:		Square Footage:			
		Value of Work: \$		\$	
Description of Work:					
Property Owner			Contractor		
Name:			Name:		
Address:			Address:		
Suite:			Suite:		
City:			City:		
State:			State:		
Zip Code:			Zip Code:		
Driver's License/ State Identification Number:			State Identification Number/License:		
E-Mail Address:			E-Mail Address		
Daytime phone:			Daytime phone:		
Architect			Structural Engineer		
Name:			Name:		
License Number:			License Number		
E-Mail Address:			E-Mail Address		
Daytime phone:			Daytime phone		
Notice & Certification					
<p>This application is hereby made to obtain a permit to do the work and installations as indicated. I certify that all work will be performed to meet the standards of all laws and construction regulations in this jurisdiction. I understand that a <b>separate permit</b> must be secured for <b>Electrical, Elevator, Fire, Mechanical, Plumbing, Signs, Wells, Pools, Furnaces, Boilers, Heaters, Tanks, Air Conditioners</b>, etc.</p> <p><b>Owner's Affidavit:</b> I certify that all the foregoing information is correct. Owner Certifies that the aforementioned Contractor has the authorization to perform the work as specified above.</p> <p><b>Lessee's Affidavit:</b> Lessee certifies that he has full consent and authorization from owner of subject property to perform the above mentioned work and to hire above captioned contractor.</p> <p><b>In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as: the Environmental Division of Miami-Dade County; Permitting, Environment and Regulatory Affairs, Water &amp; Sewer Department, Department of Environmental Protection, South Florida Water Management District, Miami-Dade County Impact Fee, water management districts, state agencies, and/or federal agencies.</b></p> <p>Under penalties of perjury, I declare that to the best of my knowledge, the facts stated in this document are true. Any information found to be false may cause the revocation and/or denial of the permit and/or Certificate of Occupancy.</p>					
<p>OWNER'S ELECTRONIC SUBMISSION STATEMENT: Under penalty of perjury, I declare that all the information contained in this permit application is true and correct.</p> <p> <input type="checkbox"/> Owner/Lessee for new permits (Documentation establishing ownership may be requested).               <input type="checkbox"/> <b>TEMPORARY STRUCTURE PERMIT PACKAGE MUST BE SUBMITTED TWO (2) WEEKS IN ADVANCE.</b>  <input type="checkbox"/> Master Permit Contractor of Record (For sub-permit / change of contractor).         </p>					
<p><b>WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A <u>NOTICE OF COMMENCEMENT</u> IS REQUIRED FOR ANY WORK WITH COST EXCEEDING \$2,500.00.</b></p>					
Signature of Owner/Agent or GC (for Sub-permits): _____			Signature of Qualifier: _____		
PRINT NAME: _____			PRINT NAME: _____		
STATE OF FLORIDA MIAMI-DADE COUNTY			STATE OF FLORIDA MIAMI-DADE COUNTY		
Sworn to and subscribed before me this _____			Sworn to and subscribed before me this _____		
day of _____, 20____			day of _____, 20____		
by _____			by _____		
Signature of Notary Public _____			Signature of Notary Public _____		
Print Name: _____			Print Name: _____		
(SEAL)			(SEAL)		
Personally known _____			Personally known _____		
or Produced Identification _____			or Produced Identification _____		

## PROPOSED CONDO ALTERATION MINIMUM PLAN REQUIREMENTS

### A. CONDO ALTERATION – BUILT ON OR BEFORE MARCH 13, 1991, NO PLAN RECONFIGURATION, NO STRUCTURAL WORK, DEMOLITION BELOW 160 SF SURFACE AREA, IMPROVEMENT VALUE BELOW \$25,000

1. Provide properly drafted floor plans to scale per Miami Dade County Chapter 8 and in compliance with FBCB107.2.1. Show location of each room and label room name. Use 11" X 17" min. paper size.
2. FAC 61G1-16.004, and Florida Statutes 481.221 and 471.025: Show Owner's name and correct address of project including unit #
3. Show a concise description of the scope of work. Include all types of work in all spaces.
4. State that code in effect is FLORIDA BUILDING CODE, BUILDING & EXISTING 2017
5. Chapter 5. FBCE 501.1: Classify the type of work as Alteration Level 1
6. FBCE 301.1.2 & 501.2: Show on plans the work area in square feet, (exclude flooring).
7. Show on plans the new flooring area (square feet) in compliance with FBCB 107.2.1
8. FBCB 1207: Attach Floor soundproofing product technical specifications; Floor-ceiling assemblies separating dwelling units from each other and from public or service areas shall have a sound transmission class (STC) and (IIC) of not less than 65; Min. 50 if Detail of Proposed Assembly provided
9. FBCB 1010.1.7: Show on plans ½ inch maximum thresholds or floor transitions inside the unit.
10. FBCB 1015: Place a note on plans - balcony guards to remain 42" min. AFF after installation of new flooring; FBCB 1901.2 referencing ACI 318 maintenance of concrete as per ASTM C836: Slope flooring away from door and towards drain ¼" per foot minimum
11. FBCB107.3.5: Show on plans locations of adjacent units and corridors
12. FBCB Chap 7: For in-kind replacements of Kitchen cabinets and/or bathroom vanities located against a fire rated wall, place a note on drawings that the fire-rated walls will not be compromised or provide a detail (NRTL approved system).
13. FBCB 2509.2: Show a min ½" cementitious panel as backing board in wet areas inside bathrooms. Thickness and type must match the composition of the wall detail if a (NRTL approved system) is being used in wet areas.
14. FBCB 1210.2.3: Provide wall tiles in bathroom wet areas to 72 inches minimum above drain inlet.
15. FBCB 2406: Show safety glass category II for any glazing in bathrooms, guardrails or hazardous locations.
16. FBCP 417.4.2: Shower door that shall have a minimum clear and unobstructed finished width of 22"
17. FBCEB 801.3.4: Habitable spaces shall have a ceiling height of 7 feet min.
18. FBCP 417.5.2: Shower pan membrane must slope a min of ¼" per foot toward drain with no penetration less than 1" above the threshold (curb).

### B. CONDO ALTERATION – BUILT AFTER MARCH 13, 1991, PLAN RECONFIGURATION, POSSIBLE STRUCTURAL WORK, DEMOLITION ABOVE 160 SF SURFACE AREA, IMPROVEMENT VALUE ABOVE \$25,000

19. All of the above requirements (1 through 18) apply plus the following additional requirements:
20. Provide properly drafted floor plans to scale per Miami Dade County Chapter 8 and in compliance with FBCB107.2.1. Show location of each room and label room name. **Use 24" X 36" min. paper size.**
21. Chapter 5. FBCE 501.1: Classify the type of work as Alteration Level 2 or 3 as applicable
22. MDC Chapter 24-43.1 (3): Provide DERM approval and impact fees paid when removing >160 SF of construction material surface. (If removing partitions, drywall area on both sides are to be considered) –
23. Provide Existing/Demolition plans as required to see changes in compliance with FBCB107.
24. Florida Statute 481.221 and 471.025 and Florida Administrative Code 61G10-11.010 and 61G15-23.002: Provide all plans signed, sealed and dated.

25. FAC 61G1-16.004: Design Professional personal name and personal license number must appear printed on title block.
26. FBCB 1208.3: Provide one room at minimum 120 SF and other habitable rooms 70 SF min. Habitable spaces, other than a kitchen, shall be not less than 7 feet in any plan dimension. Kitchens shall have a clear passageway of not less than 3 feet.
27. FBCB 107: Provide new wall/ceiling framing and any structural details
28. Chapter 7 FBCB 2017 and FBCB 107: Provide on plans new door schedule showing all door dimensions (width and height) and any required fire rating.
29. FBCB 1020.2 and FBCB 107: Show on plans hallway/corridor dimensions (3' wide minimum)
30. FBCB Chapter 8: Show on plans all new finishes (wall/ceiling/floor/Trim/Decor) in compliance with the Flame Spread and Smoke Development Classification.
31. FBCB 2017 Chapter 7: Provide a detail (NRTL approved system) for the fire rated floor-ceiling assembly and penetrations to be compromised.
32. FBCB 2017 Chapter 7: Provide a detail (NRTL approved system) for any fire rated partition being compromised. Replacing wall tiles is considered as compromised (Min. 1 hr fire rating for demising wall between adjacent units and/or corridor and Min 2hrs fire rating for demising wall between a dwelling unit and utility room, stairwell, utility shaft, or between townhouses). Include a detail (NRTL approved system) for joint system at the top and bottom of the assembly and a detail (NRTL approved system) for penetrations in walls matching the same rating. Indicate the rating of fire rated walls on the floor plan. Type of wall has to match existing whether it is masonry or framed (metal or wood).
33. FBCB 1207.2: Provide sound insulation with a min STC of 50 in partition walls (Assemblies separating dwelling units from each other and from public or service areas)
34. FBCE 804.4.3: Provide interconnected smoke alarms within the Work area only.
35. FBCB 1015.2: 36" high Guards are required inside multi-level units, along open-sided walking surfaces, including stairs, ramps and landings, that are located more than 30 inches measured vertically to the floor or grade below at any point within 36 inches horizontally to the edge of the open side.
36. FBCB 1015.4 (6): Opening Limitations: within individual dwelling units and sleeping units in Group R-2 and R-3 occupancies, guards on the open sides of stairs shall not have openings that allow passage of a sphere 4 -3/8 inches in diameter.
37. Fair Housing regulations- show on plans:
  - a. Toilet, shower (seat and grab bars) & tub backing installation and layout for future grab bars,
  - b. Clear floor space next to each kitchen appliance, and each bathroom fixture type in at least one bathroom.
  - c. All doors in the unit must provide min 32" clear width (interior doors may be 34").
  - d. 40" min isle width bet kitchen cab (60" if U-shaped) with max counter height of 36".
  - e. Min one accessible tub, or if shower, the acceptable dimensions are 36" wide (fixed) X min 36" deep (with seat backing) or 32" X 48" or 32" X 60" with recommended 32" glass door if installed.
38. COMBINING 2 FOLIOS INTO ONE PROPOSED UNIT. A CMB City Clerk - Unity of Title Form must be filled out, approved by the City Attorney and recorded with the MDC Clerk of Courts. A copy must be submitted with the Supporting Documents showing the 2 county parcels being combined into one. The new address and unit# must be on the Title Block of the plans. Optionally, a Covenant in Lieu of a Unity of Title may be submitted.

# Why should I Connect my property drainage with the city drainage?

Properties which are low lying and may be subject to occasional flooding can seek relief, by connecting to the City Drainage System which is designed with sufficient capacity to handle both public and private water runoff.

Additionally the city will not be penalizing property owners that relied on gravitational flow into the storm system in the past

Instead the city has created a simplified plumbing permit to connect to the City of Miami Beaches

## Harmonization Permit Guidelines:

### 1. Plumbing Permit Application

### 2. Site Plans prepared by:

#### a. Contractor

**OR**

#### b. Design Professional

### 3. Minimum Plan Requirements

#### a. Property survey

#### b. Location of piping

i. Minimum 6" PVC piping or allowable per 2017 FBC(P) Chapter 11 (*unless calculations are provided*)

ii. Cleanouts required at change of direction

#### c. Location of city storm drainage stub out

### 4. Public Works Drainage Connection permit form

### 5. Permit Inspections

#### a. Rough inspection

i. Verify piping connections and installation

ii. Call for inspection before backfilling

#### b. Final inspection

i. If awaiting City harmonization the permit will be extended at no cost to the owner

ii. Permit extensions are for 180 days per Florida Building Code





# MIAMI BEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

Public Works Department

Tel: 305-673-7080, Fax: 305-673-7028

## Drainage Connection Permit (Single Family Residence)

**Instructions:** You must completely fill out this application form to connect to City of Miami Beach drainage system

**Step One:** Completely fill out sections 1a, 1b, and 1c.

**Step Two:** . Submit signed form with owner's signature and site drainage plans

. Authorized Agent must provide a signed letter from the property owner.

**YOU MUST COMPLETE the information in Part 1a, 1b, and 1c.**

**APPLICATIONS WILL NOT BE ACCEPTED IF THE NECESSARY INFORMATION AND SIGNATURES ARE NOT PROVIDED.**

**Note:** The Property owner understands that stormwater volumes and capacity are heavily influenced by the natural occurrences beyond the control of the City. As such the property owner agrees to indemnify and hold harmless the City, its agents and assigns for any damages resulting from this agreement provided they are not the result of willful negligence on behalf of the City.

This Declaration on the part of the Owner shall constitute a covenant running with the land and may be recorded, at Owner's expense, in the public records of Miami-Dade County, Florida and shall remain in full force and effect and be binding upon the undersigned Owner, and their heirs, successors and assigns until such time as the same is modified or released. These restrictions during their lifetime shall be for the benefit of, and limitation upon, all present and future owners of the real property and for the benefit of the City of Miami Beach and the public welfare. Owner, and their heirs, successors and assigns, acknowledge that acceptance of this Declaration does not in any way obligate or provide a limitation on the City of Miami Beach.

The property owner shall be responsible for the maintenance and repairs of the storm water connections within the property.

This permit is void and there will be no "grandfathering", upon redevelopment of the property.

☐ Reviewed and Acknowledged

### Part 1a

### Property Owner's Information

Name (Title): _____	Company: _____
Address: _____	City: _____
Phone: _____	Email: _____ State: _____ Zip: _____
Fax: _____	
Signature: _____	Date: _____

### Part 1b

### Property Information

Property Name: _____	
Address: _____	City: _____ Zip: _____
Folio #: _____	
Subdivision: _____	Lot & Block #(s): _____ Plat Book: _____ Page: _____

### Part 1c

### Project Information

Bldg. Process # : _____	Estimated Completion Date: _____
Overall Area: _____	Building Roof Area: _____ Impervious Area: _____ Pervious Area: _____

1. Does the existing property drain to the City's Public Right of Way? Yes ☐ No ☐

2. Is the property proposing additional Improvement that is more than substantial or 50% of the market value of building? Yes ☐ No ☐

**Note to Reviewer:** 1. Approve request to connect to City's stormwater system if applicant answered **yes** to # 1 and **No** to #2  
2. Properties with Improvements that are substantial or up to and above 50% of the market value of building are treated as new construction and should retain their own stormwater.

### Part 2

### To be Completed by City Officials Only

Date Received: _____	Drainage Connection New <input type="checkbox"/> Existing <input type="checkbox"/>
Pump Station Receiving Flow: _____	
<input type="checkbox"/> Approved for connection to the City of Miami Beach Drainage system per Resolution #2017-29840	
Public Works Director: _____	Signature: _____ Date: _____

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING THE CONDITION OF WASHINGTON AVENUE, THE INCREASING NUMBER OF VACANT STOREFRONTS THEREIN, AND THE STATUS OF THE WASHINGTON AVENUE BUSINESS IMPROVEMENT DISTRICT**

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### **HISTORY:**

This item was referred to the Neighborhood/Community Affairs Committee (NCAC) at the April 11, 2018 City Commission meeting.

### **Washington Avenue Business Improvement District**

Since this date, the official ballot election to create the Washington Avenue BID concluded on April 20, 2018. The measure received 67 "Yes" votes, "12" No votes, and "5" rejected ballots, therefore the measure passed. The district boundaries run from the north by 17th Street and on the south by 5th Street, and consists of properties abutting Washington Avenue and/or the cross-streets intersecting Washington Avenue.

Following this ballot measure, a public hearing to approve the final assessment roll for the special assessment district, Washington Avenue BID, will be held on June 6, 2018. Attached to this memo is a copy of the public hearing notice.

### **Addressing Storefront Vacancies**

- A related item was referred to the Finance and Citywide Projected Committee on April 11, 2018: Discussion Regarding Levying A Vacancy Tax On Empty Storefronts Throughout The City Of Miami Beach As A Way To Encourage Landlords To Keep Their Retail Or Commercial Space Rented And Active. The FCWPC directed staff to conduct an inventory of vacant storefronts come back to that Committee after analyzing aesthetics, working with Code Compliance, look at best practices in other tourist cities and include critical areas of success and BIDs as well as looking at incentives.

### **ANALYSIS:**

### **Washington Avenue Business Improvement District**

City Administration is actively working with members of the proposed Washington Avenue BID on retaining a design firm to create an update to the Washington Avenue Master Plan for the commercial corridor. The scope for this master plan update is still under development with the BID, but will essentially examine the current street conditions, and provide structural and curatorial recommendations that address traffic, walkability, lighting, and

vibrancy. The Administration will present to proposed scope to the Commission for consideration once it is finalized.

### **Addressing Storefront Vacancies**

City Staff is working on a city-wide ground floor storefront vacancy count to better understand the current economic climate in our commercial corridors. Washington Avenue is a part of this research study. As of April 2018, Code enforcement counted 55 storefront vacancies between 5th-15th Street. Attached to this memo is list of the storefront vacancies on Washington Avenue along with a corresponding photo.

Previously, the City had allocated some funding to produce CMB designed window coverings for vacant storefronts, and provided these at no cost to vendors, landlords and tenants. However, that funding is no longer in place, so the City currently provides the template for this printout, and costs of printing must be borne by the storefronts.

Staff is currently examining the business ownership of each property and will then begin doing outreach to assess the reason as to why these storefronts have remained vacant. This item is being further discussed at the May 18, 2018 Finance and Citywide Projects Committee meeting.

### **CONCLUSION:**

Administration is seeking further feedback on the plans to move forward with a master plan for Washington Avenue, and overall plans to address vacant storefronts on major commercial corridors.

### **ATTACHMENTS:**

Description	Type
☐ Washington Avenue BID notice	Other
☐ Washington Avenue Vacancies	Other

## NOTICE OF PUBLIC HEARING TO APPROVE THE FINAL ASSESSMENT ROLL FOR THE SPECIAL ASSESSMENT DISTRICT KNOWN AS THE WASHINGTON AVENUE BUSINESS IMPROVEMENT DISTRICT

June 6, 2018

**NOTICE IS HEREBY** given that the following public hearing will be held by the Mayor and City Commissioners of the City of Miami Beach, Florida, in the Commission Chambers, Third Floor, City Hall, 1700 Convention Center Drive, Miami Beach, Florida, on **June 6, 2018, at 2:30 p.m.**, or as soon thereafter as the matter can be heard, to consider:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA APPROVING, FOLLOWING A DULY NOTICED PUBLIC HEARING PURSUANT TO SECTIONS 170.07 AND 170.08, FLORIDA STATUTES, THE FINAL ASSESSMENT ROLL FOR THE SPECIAL ASSESSMENT DISTRICT KNOWN AS THE WASHINGTON AVENUE BUSINESS IMPROVEMENT DISTRICT, AND CONFIRMING SUCH ASSESSMENTS AS LEGAL, VALID, AND BINDING FIRST LIENS UPON THE PROPERTY AGAINST WHICH SUCH ASSESSMENTS ARE MADE UNTIL PAID.

At the hearing, the owners of the property to be assessed or any other persons interested therein may appear before the Mayor and City Commissioners and be heard as to the propriety and advisability of stabilizing and improving, through special assessments, the proposed Washington Avenue Business Improvement District (the "District"), through promotion, management, marketing, and other similar services; as to the cost thereof; as to the manner of payment therefor; and as to the amount thereof to be assessed against each property so improved.

Following the testimony, the Mayor and City Commissioners shall make a final decision on whether to levy the special assessments. Thereafter, the Mayor and City Commissioners shall meet as an equalizing board to hear and consider any and all complaints as to the special assessments and shall adjust and equalize the assessments on a basis of justice and right.

The District is bounded on the north by 17<sup>th</sup> Street and on the south by 5<sup>th</sup> Street, and consists of properties abutting Washington Avenue and/or the cross-streets intersecting Washington Avenue; provided, however, that the following properties shall be excluded and exempted from the District: (1) residential properties; (2) common areas owned by condominium associations; (3) any property owned by a City, County, State, or Federal governmental entity or School District; and (4) any property owned or occupied by a religious institution and used as a place of worship or education (as defined by Section 170.201(2), Florida Statutes).

The description of each property to be assessed and the amount to be assessed to each piece or parcel of property may be ascertained at the Office of the City Clerk, 1700 Convention Center Drive, First Floor, City Hall, Miami Beach, Florida 33139, and at: <http://www.miamibeachfl.gov/wp-content/uploads/2018/04/Assessment-Roll-and-Assessment-Methodologies.pdf>

Inquiries may be directed to the Office of the City Attorney at 305.673.7470.

INTERESTED PARTIES are invited to appear at this meeting, or be represented by an agent, or to express their views in writing addressed to the City Commission, c/o the City Clerk, 1700 Convention Center Drive, First Floor, City Hall, Miami Beach, Florida 33139. The preliminary assessment roll for the District referenced herein is available for public inspection during normal business hours in the Office of the City Clerk, 1700 Convention Center Drive, First Floor, City Hall, Miami Beach, Florida 33139. This meeting, or any item herein, may be continued, and under such circumstances, additional legal notice need not be provided.

Pursuant to Section 286.0105, Florida Statute, the City hereby advises the public that if a person decides to appeal any decision made by the City Commission with respect to any matter considered at its meeting or its hearing, such person must ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the City for the introduction or admission of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals not otherwise allowed by law.

Members of the public may present audio/visual (AV) materials relating to Agenda Items at City Commission meetings held in the Commission Chamber by utilizing the City's AV equipment, provided that materials are submitted to the Marketing and Communications Department by 8:30 a.m., one (1) business day prior to the meeting. Advance submittal of a presentation will allow the Marketing and Communications Department to plan for the use of the appropriate AV equipment. AV materials may be submitted via email at [communications@miamibeachfl.gov](mailto:communications@miamibeachfl.gov); or hand delivered in a jump drive, CD or DVD to: Attention: Marketing and Communications Department, 1701 Meridian Avenue, 5<sup>th</sup> Floor, Miami Beach, FL 33139. Presentations, videos, or links must include a label noting the name or group, contact person, daytime telephone number, email address, description/title of the presentation and Agenda Item Title as well as the Agenda Item number. Acceptable formats for electronic submission are .pdf, .ppt, .pptx, .pps, .ppsx, .wmv, .avi, and .mov. (Note that .pdf is the preferred format for PowerPoint presentations.)

To request this material in alternate format, sign language interpreter (five-day notice required), information on access for persons with disabilities, and/or any accommodation to review any document or participate in any City-sponsored proceedings, call 305.604.2489 and select option 6; TTY users may call via 711 (Florida Relay Service).

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Rafael E. Granado  
City Clerk

South End – vacant Storefront

Washington Avenue Corridor – 5<sup>th</sup> Street to 15<sup>th</sup> Street

1. 506 Washington Avenue



2. 540 Washington Avenue





3. 542 Washington Avenue



4. 550 Washington Avenue



5. 555 Washington Avenue (3 Commercial Units)



6. 709 Washington Avenue



7. 711 Washington Avenue





8. 729 Washington Avenue (3 Commercial Units)



9. 739 Washington Avenue



749 Washington Avenue





10. 753 Washington Avenue



11. 710 Washington Avenue CU11



12. 828 Collins Avenue



13. 811 Washington Avenue





14. 835 Washington Avenue



15. 843 Washington Avenue



16. 855 Washington Avenue



17. 907 Washington Avenue



18. 915 Washington Avenue



19. 917 Washington Avenue





20. 921 Washington Avenue



21. 925 Washington Avenue



22. 827 Washington Avenue



23. 929 Washington Avenue





24. 931 Washington Avenue



25. 933 Washington Avenue



26. 935 Washington Avenue



27. 937 Washington Avenue





28. 939 Washington Avenue



29. 941 Washington Avenue





30. 943 Washington Avenue



31. 947 Washington Avenue



32. 955 Washington Avenue



33. 1203 Washington Avenue





34. 1235 Washington Avenue



35. 1248 Washington Avenue



36. 1234 Washington Avenue



37. 1210 Washington Avenue





38. 1200 Washington Avenue



39. 1311 Washington Avenue





40. 1319 Washington Avenue



41. 1321 Washington Avenue



42. 1331 Washington Avenue



43. 1370 Washington Avenue





44. 1405 Washington Avenue



45. 1409 Washington Avenue



46. 1413 Washington Avenue



47. 1415 Washington Avenue





48. 1423 Washington Avenue



49. 1425 Washington Avenue





50. 1427 Washington Avenue



51. 1436 Washington Avenue



52. 1456/1458 Washington Avenue



53. 1535 Washington Avenue





54. 1537 Washington Avenue



55. 1541 Washington Avenue



# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING THE NAMING OF MIAMI BEACH CONVENTION CENTER BALLROOMS TO DEVELOP CONSENSUS REGARDING PROPOSED NAMES, WITH ANY NAMES NOT PREVIOUSLY RECOMMENDED BY THE NEIGHBORHOOD/COMMUNITY AFFAIRS COMMITTEE**

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### **KEY INTENDED OUTCOME:**

Maximize The Miami Beach Brand As A World Class Destination

### **HISTORY:**

During the March 7, 2018 City Commission Meeting, Agenda Item C41 (Naming of ballroom facilities in the Miami Beach Convention Center) was referred to the NCAC.

During the March 21, 2018 NCAC meeting the following referred proposed ballroom names were presented as developed by a collaborative team, including the Greater Miami Visitor and Convention Bureau ("GMCVB"), Spectra Management, JLL Consulting Services, and City staff for the five (5) Convention Center ballrooms:

1. Ocean Drive Room (in front of Hall A)
2. Lincoln Road Room (in front of Hall D)
3. Sunset Vista Salon (Specialty Space)
4. Carl Fisher Grand Ballroom (Grand Ballroom)
5. Collaboration Corner (Junior Ballroom/Level 2)

NCAC recommended all names, except "Collaboration Corner," to the full Commission for approval and requested that staff present alternative names for "Collaboration Corner" at the same Commission meeting.

At the April 11, 2019 City Commission meeting, staff recommendations for "Collaboration Corner" included:

1. Collins Collaborations Corner
2. Banyan Ballroom
3. Mangrove Corner
4. Mangrove Shade
5. Espanola Way Room
6. Art Deco Room
7. Star Island Room

During the discussion, the Mayor and Commission recommended modifying the name "Carl Fisher Grand Ballroom" to simply "Grand Ballroom."

Also, alternative names were recommended and discussed for "Collaboration Corner," however no consensus was reached.

Specific names not previously recommended by NCAC must first go back to NCAC for a recommendation by the Committee before being re-presented to the Commission. However, ultimately, the recommended names need to be approved by a 5/7 vote of the Mayor and Commission at a public hearing to be set in conjunction with the acceptance of NCAC's recommended names. To avoid having to go back and forth between NCAC and the City Commission multiple times, the Administration strongly recommended that the Commission develop consensus on all five ballroom names at the April 25, 2018 Commission Meeting.

At the April 25, 2018 meeting, the Commission accepted the NCAC recommendations as to Ocean Drive Room, Lincoln Road Room, and Sunset Vista Salon. The Commission also recommended "Grand Ballroom," the grand ballroom space, which was then referred back to NCAC for its final acceptance and recommendation.

Finally, the Commission also recommended "Art Deco Room" as the name for the previously suggested "Collaboration Corner" junior ballroom.

As such, the timeline for finalizing all names is as follows:

**April 25, 2018** - (R9B) Commission discusses and refers all proposed ballroom names to NCAC to be considered at May 22, 2018 NCAC meeting.

**May 22, 2018** - NCAC considers and makes recommendations for the "Grand Ballroom" and Art Deco Room."

**June 6, 2018** - Commission passes a Resolution accepting NCAC's recommendations regarding names for all five (5) of the ballrooms and setting the Public Hearing for June 27, 2018.

**June 7, 2018** - City Clerk provides notice of Public Hearing to Miami Herald.

**June 17, 2018** - Last day to publish 10 day notice of Public Hearing.

**June 27, 2018** - (P&A Commission meeting) - Public Hearing on the five (5) ballroom names to be approved by 5/7<sup>th</sup> vote (R7 item)

### **ANALYSIS:**

At the April 25, 2018 Commission meeting, the Mayor and Commission recommended changing of the Carl Fisher Grand Ballroom to Grand Ballroom and the changing of the Collaboration Room (Junior Ballroom/Level 2) to Art Deco Room be referred to the Neighborhood/Community Affairs Committee on May 22, 2018.

### **CONCLUSION:**

The Administration strongly recommends that the Committee recommend to the Commission the naming of "Grand Ballroom" and "Art Deco Room" (Junior Ballroom/Level 2).



# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING NAMING FOR THE NEW NORTHERN CONVENTION CENTER PARK; THE MAIN CONVENTION CENTER PARK; AND THE 21ST STREET COMMUNITY CENTER CLUBHOUSE**

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### **HISTORY:**

At the May 17, 2018 Commission Meeting, Agenda Item C4 AK - Naming for the Northern Convention Center Park; The Main Convention Center Park; and the 21st Street Community Center Clubhouse was referred to the Neighborhood/Community Affairs Committee (NCAC) for review and discussion.

### **ANALYSIS:**

As the renovation of the Miami Beach Convention Center nears completion, there is an opportunity to rename the neighboring Northern Convention Center Park, the Main Convention Center Park and the Twenty-First Street Community Center Clubhouse (historically known as Miami Beach Municipal Golf Clubhouse, and often referred to as the Carl Fisher Clubhouse) to reflect the spirit the new convention center.

The Twenty-First Street Community Center Clubhouse, completed in 1916, is one of the oldest structures still standing in Miami Beach. Constructed by Carl Fisher as the clubhouse for one of his three golf courses, this masonry construction building is an example of Eclectic style architecture. It is architecturally distinguished by its intimate scale, and skillfully crafted details.

Greater Miami Convention Center and City Staff have collaborated on suggested names for the parks and clubhouse.

The suggested names for the Main Convention Center Park are:

1. Convention Center Park
2. City Center Park

The suggested names for the Northern Park are:

1. Clubhouse Park
2. Tree of Life Park
3. Great Ficus Park
4. North Convention Center Park

The suggested names for the Clubhouse are:

1. The Clubhouse
2. The Old Clubhouse
3. The Historic Clubhouse

**CONCLUSION:**

The Administration is seeking approval of one of the suggested names for each of the parks and the clubhouse.

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Neighborhood/Community Affairs Committee Members

FROM: Jimmy L. Morales, City Manager

DATE: May 22, 2018

SUBJECT: **DISCUSSION REGARDING THE STATUS UPDATE OF THE BOARDWALK  
ALONG THE BEACH, FROM 23RD TO 46TH STREETS**

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**ANALYSIS:**

Discussion at Committee.