



To: Honorable Mayor and Village Council

Date: September 12, 2016

From: Edward Silva, Village Manager

Re: Resolution Authorizing for
Planning for Fiscal Year 2016-17
First Quarter Special Events

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO PARKS AND RECREATION; AUTHORIZING THE VILLAGE MANAGER TO DIRECT THE PARKS AND RECREATION DEPARTMENT TO BEGIN THE PLANNING/SECURING COMPONENTS OF SPECIAL EVENTS TO BE CONDUCTED IN THE FIRST QUARTER OF FISCAL YEAR 2016-17, WITH AN AMOUNT NOT TO EXCEED \$57,000 AND SUBSEQUENTLY INCORPORATED INTO THE FISCAL YEAR 2016-17 ANNUAL PARKS AND RECREATION BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.

(Sponsored by Administration)

BACKGROUND AND ANALYSIS:

The Parks & Recreation Department is responsible for the planning and coordination of a myriad of special events throughout the year and the many required components must be secured months in advance of each event. In order to secure said components for events scheduled for the first quarter of Fiscal Year 2016-17, the necessary purchase orders must be processed and executed during the latter months of FY 2015-2016; an adequate funding available. The proposed budget for the first quarter FY 2016-2017 special events is not to exceed \$57,000.

FISCAL/BUDGETARY IMPACT:

It is anticipated that no fiscal and/or budgetary impact will result upon adoption of this Resolution.

RECOMMENDATION:

It is recommended that the Village Council authorize the Village Manager to direct the Parks and Recreation Department to begin the planning as may be necessary to secure the needed special event components for events scheduled during the first quarter of Fiscal Year 2016-17, and to subsequently be incorporated into the Fiscal Year 2016-17 Annual Budget.

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RESOLUTION NO. 2016-_____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO PARKS AND RECREATION; AUTHORIZING THE VILLAGE MANAGER TO DIRECT THE PARKS AND RECREATION DEPARTMENT TO BEGIN THE PLANNING/SECURING COMPONENTS OF SPECIAL EVENTS TO BE CONDUCTED IN THE FIRST QUARTER OF FISCAL YEAR 2016-17, WITH AN AMOUNT NOT TO EXCEED \$57,000 AND SUBSEQUENTLY INCORPORATED INTO THE FISCAL YEAR 2016-17 ANNUAL PARKS AND RECREATION BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.
(Sponsored by Administration)

WHEREAS, the Parks and Recreation Department is charged with the responsibility of planning and coordinating a myriad of special events; and

WHEREAS, appropriate lead time for events planned during the first quarter of Fiscal Year 2016-17 requires the securing of needed components during the latter months of Fiscal Year 2015-16; and

WHEREAS, the proposed first quarter Fiscal Year 2016-17 special events budget is determined not to exceed \$57,000; and

WHEREAS, it is recommended that the Mayor and Village Council authorize the Village Manager to direct the Parks and Recreation Department to begin planning and securing components of special events designated for the first quarter of Fiscal Year 2016-17, for expenditures to be processed during Fiscal Year 2015-16, and to subsequently become a part of the Fiscal Year 2016-17 annual Parks and Recreation budget. A copy of the Special Events coordinated for the quarter of Fiscal Year 2016-17 is attached as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF PALMETTO BAY, FLORIDA, THAT:

Section 1. The Village Council hereby authorizes the Village Manager to direct the Parks and Recreation Department to begin the planning and securing of components for the first quarter of Fiscal Year 2016-17 special events, to be processed during Fiscal Year 2015-16, and to be subsequently incorporated into the Fiscal Year 2016-17 Annual Parks and Recreation Budget.

Section 2. The Village Manager is hereby authorized to direct the Parks and Recreation Department to begin the planning as may be necessary to secure the special event components for events scheduled during the first quarter of Fiscal Year 2016-17 in an amount not to exceed \$57,000.

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PASSED and ADOPTED this _____ day of September, 2016.

Attest: _____
Missy Arocha
Village Clerk
Eugene Flinn
Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE USE AND RELIANCE OF THE VILLAGE OF PALMETTO BAY, FLORIDA ONLY:

Dexter W. Lehtinen
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Karyn Cunningham _____
Council Member Tim Schaffer _____
Council Member Larissa Siegel Lara _____
Vice-Mayor John DuBois _____
Mayor Eugene Flinn _____

EXHIBIT A

PROPOSED DATES	Oct-16		
2016-17 DATE	DESCRIPTION	LOCATION	Budget
10/1/16	Taste of Palmetto Bay	Village Hall	\$ 6,250.00
10/16/16	Yoga by the Bay	Thalatta Estate	\$ 150.00
10/19/16	State of the Village Address	Village Hall	\$ 7,000.00
10/23/16	Yoga by the Bay	Thalatta Estate	\$ 150.00
10/23/16	Kayak Adventure	Thalatta Estate	\$ 650.00
10/29/16	Responsible Gardening	Thalatta Estate	\$ 100.00
10/29/16	Halloween Trick - or- Treat - Movie Night	Coral Reef Park	\$ 2,500.00
	Nov-16		
	DESCRIPTION	LOCATION	
11/5/16	5K Twilight Color Run	Palmetto Bay Park	\$ 15,000.00
11/5/16	Pineland Clean-Up	Coral Reef	\$ 100.00
11/6 & 11/13	Yoga by the Bay	Thalatta Estate	\$ 150.00
11/11/16	Veterans Day Breakfast	Palmer Trinity	\$ 1,000.00
11/27/16	Kayak Adventure	Thalatta Estate	\$ 650.00
	Dec-16		
	DESCRIPTION	LOCATION	
12/3/16	Celebrate Unique Abilities Community Resource Fair	CRP 10-1pm	\$ 3,500.00
12/1/16	Art @ Thalatta - Palmetto Elementary School	Thalatta	\$ 850.00
12/4 & 12/18	Yoga by the Bay	Thalatta Estate	\$ 150.00
12/10/16	Holiday by the Bay	Ludovici Park	\$ 17,500.00
12/18/16	Kayak Adventure	Thalatta Estate	\$ 650.00
			\$ 56,350.00