

CITY OF DORAL TICKET POLICY

SECTION I. APPLICATION OF POLICY

In order to establish a fair, equitable and transparent process for the distribution of its complimentary tickets, the City of Doral hereby establishes this Ticket Policy. This policy shall apply to tickets or passes for the admission to a facility, show, event or performance for an entertainment, recreational, amusement, or similar purpose, which are provided to the City of Doral:

1. pursuant to the terms of a contract, agreement or lease for the use of public property within the City's boundaries;
2. because the City of Doral controls the event;
3. that is purchased by the City of Doral at fair market value;
4. otherwise received from an outside source and which are provided without charge by the City of Doral to personnel designated herein.

Tickets or passes purchased at full face value or fair market value of the ticket, as appropriate, by the official using the tickets, are not subject to this policy.

SECTION II. DEFINITIONS

1. Complimentary Tickets: Tickets received by the City of Doral, relating to events taking place in the City of Doral, or controlled by the City of Doral, and are given gratuitously by the event organizer.
2. Purchased Tickets by the City: Tickets that are purchased and distributed through the City Manager's Office.
3. Purchased Tickets by Department/Office: Tickets that are purchased and distributed through the respective City Department or Council Office, from budgeted accounts.

SECTION III. DISTRIBUTION OF TICKETS

1. Distribution of Complimentary Tickets

Complimentary tickets shall be accepted by the Mayor and may be distributed at the Mayor's sole discretion to appropriate City elected officials, charter officers, personnel or designees. The Mayor shall have full authority to establish administrative procedures, as the Mayor may deem necessary to implement this policy, provided such procedures are consistent with the requirements set forth herein and applicable law. No person may sell, use for political campaign purposes, transfer or receive any consideration for the value of any ticket distributed pursuant to this policy.

2. Distribution of Purchased Tickets by the City

Tickets that are purchased through the City Manager's Office, shall be distributed in the following manner:

- a) Tickets shall be offered equally to each elected official's office.
- b) Any additional tickets shall be offered to charter officials, City staff, and any remaining tickets shall be provided to the Mayor's Office for City residents or City Board, Committee and/or Commission members.

Pursuant to Resolution No. 25-114, *"any elected official who RSVPs themselves and a guest for an event where the City has purchased tickets or a table and subsequently fails to attend without providing at least 48 hours' notice and without sending a representative from their office, shall be personally responsible for reimbursing the City for the full cost of their ticket or the proportional cost of the table seat."*

3. Distribution of Purchased Tickets by Department/Office

Tickets that are purchased by a City Department or Council Office from their budgeted accounts, shall be distributed at the discretion of said City Department or Council Office.

SECTION IV. DISCLOSURE REQUIREMENTS

1. City Disclosure Requirements

The City shall maintain records of all complimentary tickets accepted and distributed under this policy, including:

- a) The source and donor of the tickets;
- b) The event, facility, or performance to which the tickets provide admission;
- c) The face value or estimated fair market value of the tickets;
- d) The recipient(s) of the tickets;
- e) The date of acceptance and distribution.

2. Recipient Disclosure Requirements:

All recipients of complimentary tickets under this policy shall:

- a) Acknowledge receipt of the tickets in writing;
- b) Agree to comply with all applicable rules on ethics and legal disclosure requirements provided in the City of Doral's Rules of Ethics, the Miami-Dade County Rules of Ethics, and the State of Florida Rules of Ethics;
- c) City personnel should note that tickets which are provided free of charge may have tax consequences for the recipient and may be reportable and taxable as regular income or as taxable fringe benefits to a recipient.