



City of Doral Military Affairs Advisory Board Meeting Minutes

Tuesday, May 7, 2024

6:00 p.m.

Doral Government Center

3rd Floor Training Room

8401 N.W. 53rd Terrace

Doral, FL 33166

1. Call to Order

Meeting was called to order at 6:04 p.m.

2. Roll Call of Board Members

William 'Bill' Watts, Chair	Present
Rich Bautista, Vice Chair	Present
Christopher Flynn, Secretary	Present
Isabel Martin, Board Member	Present
Juan Peralta, Board Member	Present
William Fitzgerald, Board Member	Present

Staff present:

Edgard Estrada, Director, Code Compliance

Public present:

Joanne Fitzgerald, Garrison Manager, U.S. Army Garrison-Miami

Mark Pinilla, Founder, Vet Info

Samantha Pinilla, Vet Info

3. Pledge of Allegiance

4. Public Comments

Ms. Joanne Fitzgerald speaks before the Board about support from U.S. Army Garrison-Miami and U.S. Southern Command. Concerning the Memorial Day event sponsored by the city, Garrison has found a bugler but has to confirm they are available for the event. The Command is sponsoring a Commissary to Go on June 1. Intent is for eligible veterans and families to register and order online at the Commissary 2 weeks in

advance, and on Saturday, order will be ready for pick-up. Ms. Fitzgerald will send an email with information on both subjects to the Board.

Mr. Mark Pinilla noted upcoming events, Mission BBQ is looking for someone to sing the National Anthem for Armed Forces Day opening events, date and time not identified.

5. Approval of Minutes

a. April 2, 2024

Motion to approve the April 2 meeting minutes made by Vice Chair Bautista and seconded by Member Martin. By consensus, motion passes unanimously.

6. Discussion Items

a. Health Fair

Intent is to hold the health fair in conjunction with the family day event. Health fair vendors intended to be inside, with veteran support vendors outside in tents.

Request availability of Glades Park for November 16 or 23, week following Veterans Day but before Thanksgiving week.

b. Memorial Day

May 27. Requested wreath should be included into the requested funds from the City. Request from the City to include in this request finger foods, drinks, items for social gathering after the event. Estimate 50 people in attendance, increase from last year's attendance. Mr. Estrada noted that the City has a sponsor for events and request like this, and he will reach out to ensure they tap into the funds requested and be able to provide some assistance for the social gathering.

Secretary Flynn will provide an agenda to the City, formalized from April minutes.

Chair Watts and Secretary Flynn will arrive early at the park to take possession of the wreath delivery. Mr. Estrada will reach out to the Parks Director, who has previously ordered the wreath. She will reach out to Chair Watts for a delivery time.

Request support of a mic and speaker system through Vet Info. Vet Info will seek 5 volunteers to support this event.

Ms. Fitzgerald will reach out to U.S. Southern Command - command section to see who is available to attend, or to be a guest speaker. The General and SgtMaj are both traveling during this event.

Noted to the Mr. Estrada previous years but for single Council Member last year, City Council has never been in attendance for this event. Mr. Estrada will send a message to the Communications Director to add this event to the Council Member calendars as awareness.

Member Fitzgerald requested outreach, partner, with various veteran agencies to support this event, and future events. Ms. Pinilla noted several organizations that Vet Info has partnered with, to include Student Veterans of America, Mission United, Young Marines, and Wounded Warrior Project.

Ms. Fitzgerald asked how the City has previously advertised this event, suggested an Eventbrite advertisement, of no cost. Mr. Estrada will reach out to Public Affairs.

Vice Chair Bautista noted potential need for police support for traffic and parking.

Chair Watts will conduct outreach for potentially 1 officer on duty that can also participate in the event.

c. Armed Forces Day

May 18. Previous minutes listed June 29, incorrect date. Secretary Flynn read the letter. Member Fitzgerald noted the order of precedence when listing the services together, usually the oldest to the youngest.

Board concern is finalizing the letter and getting it delivered to U.S. Southern Command before the weekend.

Mr. Estrada will reach out to the City Clerk, Connie Diaz, to discuss the letter, getting it printed, Mayor and Council Member signatures, and delivery to U.S. Southern Command by May 16. U.S. Southern Command - Command Section will be out May 17.

d. Veteran's Family Day Event.

2023 Eventbrite registered 146 people just before the event date. This does not reflect non-registered attendees.

Mr. Estrada will reach out to offices that worked on the invitation used in previous years.

7. Discussion of Next Meeting Agenda Items

- a. Doral Housing Briefing for US Southern Command – Joanne Fitzgerald, Garrison Manager, U.S. Army Garrison-Miami.
- b. Military Affairs Advisory Board members – discuss adding U.S. Army Garrison-Miami Manager as new member, responsibilities as permanent standing member, voting status.
- c. Army Birthday 5k Fun Run/Walk – June 17. Board presence and support to the event, support from Vet Info, City support and presence.
- d. Board events after actions review – discuss Armed Forces Day fun 5k run/walk at Costa Del Sol, Memorial Day event, letter to US Southern Command for Armed Forces Day, improvements upon next year.
- e. Veteran's Family Day Event/Health Fair – November 16 or 23, Glades Park. Open discussion of items to start planning, invitation letter (Atch 3), guests, food, vendors, support to combined picnic and health fair. Any requests that need to go before City Council: use and waiver of park fees, kayak use, waiver of conference room fees, support for food costs, etc.

8. Next Meeting: June 4, 2024, 6:00 p.m.

9. Adjournment

Meeting adjourns at 6:52 p.m.

Respectfully submitted,



Christopher Flynn, Secretary

Motion to approve the minutes of the May 7, 2024, Military Affairs Advisory Board Meeting made by Board Member Rich Bautista and seconded by Board Member Isabel Martin.

William 'Bill' Watts, Chair
Ricardo 'Rich' Bautista, Vice Chair
Christopher Flynn, Secretary
Isabel Martin, Board Member
Juan Peralta, Board Member
William Fitzgerald, Board Member



APPROVED and ADOPTED this 4th day of June 2024.


William 'Bill' Watts, Chair

- Attachment 1: 2024 Memorial Day Agenda
- Attachment 2: 2024 Armed Forces Day letter from City Council, revised
- Attachment 3a: 2023 Military Family Day Sponsor Letter
- Attachment 3b: 2023 Eventbrite Advertisement

Attachment 1 – 2024 Memorial Day Agenda

Military Affairs Advisory Board

2024 Memorial Day, Veteran's Park, Monday, May 27, 0900

NOTE: flags fly at half-mast until 1200

0700-0800, Watts/Flynn accept wreath delivery at park

0900, Open ceremony, Welcome (Watts, MAAB Chair)

0905, Invocation (Mullet, Doral PD, or other appointed)

0910, Guest Speaker (SouthCom rep, TBD)

0925, Introduction of City Mayor, Council, SouthCom leadership, brief words from Mayor/SouthCom

CC

0940, Placement of wreath (MAAB), Taps (bugler/recording)

0945, Social gathering

Attachment 2 – 2024 Armed Forces Day letter from City Council, revised

On this day, May 18, 2024, Armed Forces Day, the Mayor, Council Members, and city staff honor all members of the Army, Marine Corps, Navy, Air Force, Space Force, Coast Guard, and National Guard and Reserve forces stationed at United States Southern Command and the United States Army Garrison-Miami. These soldiers, Marines, sailors, airmen, Guardians, and Coast Guardsmen stationed here in Doral represent the very best of our Nation. We welcome the families and service members as new residents of the City of Doral, and thank them for their service and sacrifices, guarding our freedoms, making our nation safer.

Attachment 3a – 2023 Military Family Day Sponsor Letter

Date

Dear Prospective Sponsor,

This correspondence is to inform you that the Military Affairs Advisory Board, under guidance from the City of Doral, is putting together a Military and Veterans Family Day Event for locally stationed military, guard and reserve, veterans, and families. This upcoming event is scheduled for Saturday, November 18, 2023, the weekend following Veterans Day weekend, and is being held in an effort to continue our support of military and veterans that are or have served our country and the families that support them. The City of Doral is home to almost 1,000 veterans as well as an active Combatant Command under the Department of Defense , The United States Southern Command.

The event will be held at Glades Park at 7598 NW 98th Place, in Doral. The City of Doral Commission and the Military Affairs Advisory Board Members successfully bring to fruition many initiatives for the benefit of our community's veterans, active and inactive military. Presently, the Board is planning a fun filled family day for the dedicated military men and women, veterans, and their families. What better way to reinforce veterans and encourage the men and women who are or have sacrificed their lives for our country, than by the community giving back. The City has agreed to waive fees at the venue, Glades Park, among other additional provisions such as security, veteran support vendor booths, lunch, and games for children. Some requests necessary for the upcoming event include monetary and in kind donations, a variety of food to choose from, entertainment, music, a bounce house for children, and more.

The Family Day Event is being sponsored by the City of Doral with support from Vet Info., Inc., a non-profit veteran support organization, @ <https://vetinfo.org>. We invite you to join in our efforts, in support of our community veterans, military and their families, who have all made sacrifices so that our freedom is protected. The Board asks for your participation through funds, donations, services, or a seat at a vendor table, to help provide our military, veterans, and their loved ones, an enjoyable Family Day Event. In partnering with aforementioned non-profit organization, a 501 (c)(3) corporation as listed in the public records with the Florida Secretary of State, Vet Info., Inc., shall provide any business or individual a receipt to obtain a tax deduction for donation purposes upon all accepted monetary and in-kind donations. Requested donations are greatly needed to enable a successful, memorable event on behalf of our military and veterans.

The City of Doral Military Affairs Advisory Board currently consists of:

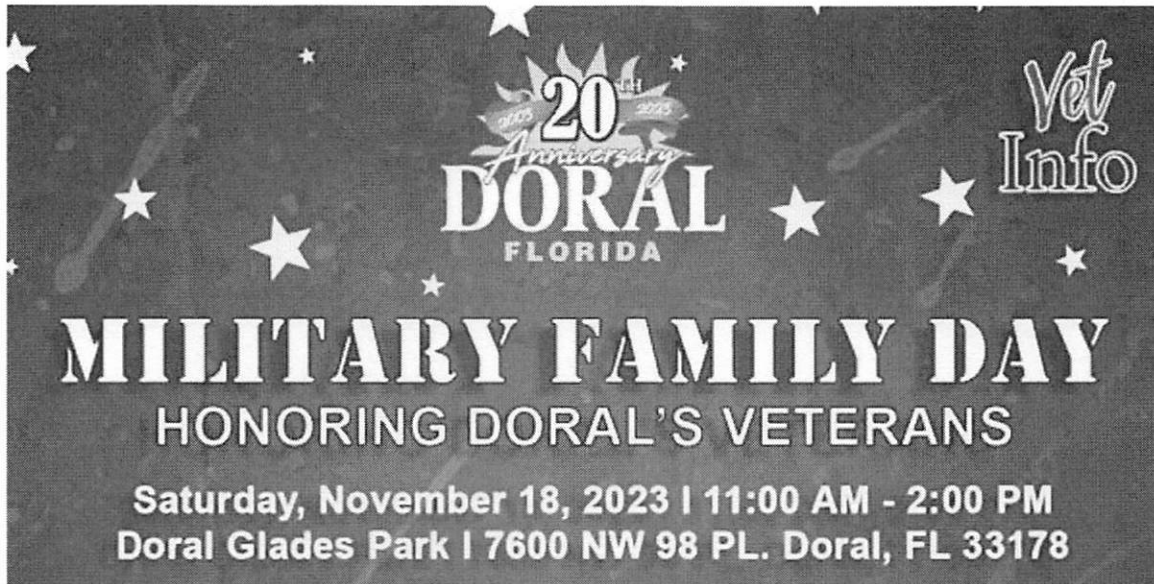
Chair, William "Bill" A. Watts
Secretary, Christopher Flynn
Board Member, Rich Bautista
Board Member, Alvaro Ferrando
Board Member, Isabel Martin

Time is of the essence. For support of any kind or for more information please contact Bill Watts, Director of Vet Info. at 786-351-6829 or via email at bwatts1@msn.com.

On behalf of the City of Doral, Vet Info, and the Military Affairs Advisory Board, we thank you in advance for your sponsorship, donations, and goodwill for the benefit of our community as a whole. Thank you again,

Bill Watts
Chair, City of Doral Military Affairs Advisory Board

Attachment 3b – 2023 Eventbrite Advertisement



Recommend any changes. Need firm date, time, confirm same location use.

Updates through Doral Public Affairs office, provided updates inhouse and direct publishing to Eventbrite.