



City of Doral

Military Affairs Advisory Board Special Meeting

Minutes

Monday, August 16, 2021
6:00 p.m.
Doral Government Center
1st Floor Multipurpose Room
8401 N.W. 53rd Terrace
Doral, FL 33166

1. **Call to Order**

Meeting was called to order at 6:06 p.m.

2. **Roll Call of Board Members**

William 'Bill' Watts, Chair	Present
Deborah Prather, Vice Chair	Present (phone in)
Christopher Flynn, Secretary	Present
Ricardo 'Rich' Bautista, Board Member	Present
Jason Juarez, Board Member	Present

Staff present:

Edgard Estrada, Director, Code Compliance
Erin Weislow, Director, Parks & Recreation

3. **Pledge of Allegiance**

4. **Public Comments**

No public present. There were no comments made during public comments.

5. **Approval of Minutes**

- August 3, 2021
Motion to approve the August 3rd meeting minutes made by Member Bautista and seconded by Member Juarez. By consensus, motion passes unanimously.

6. **Discussion Items**

a. **Discussion:** Family Day Event

Intent of special meeting to answer who, what, where, when, why of the event. **Who:** Event will cater to veterans of Doral, first, then open to Miami-Dade. **What:** Military Family Day. **Where:** Glades Park. **When:** Saturday, December 11, from 11 a.m. to 3 p.m. **Why:** family gathering for

local veterans, active duty, and family members. Advertise blood drive, vaccination drive, Toys for Tots, food drive for the needy.

Parks Director Ms. Weislow was on hand to provide insight to parks use and answer questions specific to use for the family day event. Recommended no more than 300 visitors, based upon parking availability. There is an easy access road for vendors to use to drop off and pick up as needed. Power generators and tents, chairs, and tables will be made available. The board must contact Parks & Recreation main office no less than 3 weeks prior to the planned event to list what equipment items are needed and how many, and anything that will need power to provide generators. Ms. Weislow will review if there are restrictions to use of the park based upon how the parks were used for previous family day events. If needed, a section of the grassy area may be used to park buses and large vehicles in use at the event, such as vaccination or blood drive vehicles. A total of 10 tents are available for use if not already reserved. Glades Park recommended for parking, rest room availability, various outside activities, open lawn space. Can provide tents, chairs, PA system, as needed.

Board members will work on the following items and bring status updates to the next meeting:

- Chair Watts: will work with Doral city entities, Division Directors
- Vice Chair Prather: outreach to restaurants, list food items that will be needed for the event
- Secretary Flynn: will work with the Chair on reaching out to city entities
- Member Bautista: will plan logistics and list of equipment needed
- Member Juarez: will conduct outreach with SOUTHCOM and Marine Corps Forces South for Toys for Tots

Chair Watts will put together a list of organizations that have previously been involved in family day events for the Board to decide which and how to conduct outreach. For Covid-19 vaccination support, suggestion not to provide testing but to only conduct vaccinations for those who want. Chair Watts will reach out to Blood One to bring in a blood drive bus for the event and will reach out to the Miami VA Medical Center on the best approach to conduct vaccinations. Secretary Flynn will work on a flyer for the event, page size and postcard size for printing and handing out and will reach out to Doral Public Affairs office for advertising and posting the date on Eventbrite.

Eventbrite advertisement: Subject to change based upon health advisories with Covid. Add in blood drive and vaccinations. Note that we will be taking donations for Toys for Tots. Ask question if family is in need of food to provide donations to them. Advertise total of 400 to limit parking, allow for those to come and go as they wish, figuring total of 200 or so at any given time. Advertise to Doral veterans for at least two weeks to get a count. If numbers are not good, extend to Miami-Dade veterans. Start advertising mid-October to Doral, beginning November out to Miami, if needed.

7. Discussion of next meeting agenda items

Discussion will continue moving forward with family day event.

8. Future Meeting Date

- September 7, 2021 at 6:00 p.m.
Future meetings may be deemed necessarily to continue forward momentum of family day event planning, intent to keep current set dates with inclusion of additional dates as needed.

9. Adjournment

Meeting adjourns at 6:56 p.m.

Respectfully submitted,




Christopher Flynn, Secretary

Motion to approve the minutes of the August 16, 2021, Military Affairs Advisory Board Meeting made by Board Member Rich Bautista and seconded by Board Member Jason Juarez.

William 'Bill' Watts, Chair
Deborah Prather, Vice Chair
Christopher Flynn, Secretary
Ricardo 'Rich' Bautista, Board Member
Jason Juarez, Board Member


N/A
CF
RB
JJ

APPROVED and ADOPTED this 7th day of September 2021.



William 'Bill' Watts, Chair