

# MEMORANDUM

Agenda Item No. 8(L)(3)

---

**TO:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

**DATE:** July 7, 2022

**FROM:** Geri Bonzon-Keenan  
County Attorney

**SUBJECT:** Resolution approving an Interlocal Agreement between the City of North Miami and Miami-Dade County to provide film permitting services for a five-year term with an option to renew for one additional five-year term; and authorizing the County Mayor to execute the agreement and to exercise the renewal and termination provisions contained therein

---

The accompanying resolution was prepared by the Regulatory and Economic Resources Department and placed on the agenda at the request of Prime Sponsor Commissioner Jean Monestime.



---

Geri Bonzon-Keenan  
County Attorney


GBK/uw

# Memorandum



**Date:** July 7, 2022

**To:** Honorable Chairman Jose “Pepe” Diaz  
and Members, Board of County Commissioners

**From:** Daniella Levine Cava  
Mayor 

**Subject:** Interlocal Agreement with City of North Miami Regarding Film and  
Photography Production Companies

---

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) approve and authorize the execution of an Interlocal Agreement (Agreement) with the City of North Miami (City) by the County Mayor or County Mayor’s designee to allow the Miami-Dade Department of Regulatory and Economic Resources, Office of Film and Entertainment to issue permits to film, television, and still photography production companies desiring to use the City’s facilities.

## **Scope**

The Agreement applies to any film, television, and still photography production using facilities in the City, which is located in Commission District 2 and represented by Commissioner Jean Monestime.

## **Delegation of Authority**

If adopted, the resolution delegates the authority to the County Mayor or the County Mayor’s designee to execute the Agreement, for and on behalf of Miami-Dade County and to exercise the renewal and termination provisions contained therein.

## **Fiscal Impact/Funding Source**

Under the proposed Agreement, the Office of Film and Entertainment within the Department of Regulatory and Economic Resources will receive \$125.00 from each permit applicant for each film permit processed on behalf of the City, which assists with the maintenance of the permitting system utilized by County staff.

## **Track Record/Monitor**

Marco Giron, Chief, Film and Entertainment in the Department of Regulatory and Economic Resources, will monitor this Agreement.

## **Background**


Ordinance No. 91-50 authorizes the Miami-Dade Film and Entertainment Office to provide one-stop film, television and still photography permitting services for all of the County’s municipalities, creating a film-friendly environment which encourages more local production. Without these interlocal agreements, film, television and still photography companies would face obstacles at each municipal boundary with additional permitting, unnecessary paperwork, further man-hours and additional fees. This service is an effective enticement to attract film, television and still photography shoots to this community.

Honorable Chairman Jose “Pepe” Diaz  
and Members, Board of County Commissioners  
Page No. 2

Currently, Miami-Dade County provides these services under agreements with 14 municipalities, allowing efficient processing of permits for most filming locations. The attached resolution will reauthorize one-stop permitting services to be performed for the City.

The City Council, through Resolution No. 2022-R-09 adopted on February 9, 2022, authorized the City Manager to execute the attached Agreement on behalf of the City.

Attachment



---

Jimmy Morales  
Chief Operations Manager

**RESOLUTION NO. 2022-R-09**

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, AUTHORIZING THE CITY MANAGER AND CITY ATTORNEY TO NEGOTIATE AND EXECUTE A FILM PERMITTING INTERLOCAL AGREEMENT BETWEEN THE CITY OF NORTH MIAMI AND MIAMI-DADE COUNTY TO AUTHORIZE THE MIAMI-DADE OFFICE OF FILM AND ENTERTAINMENT TO ISSUE PERMITS TO FILM AND STILL PHOTOGRAPHY PRODUCTION COMPANIES FOR THE UTILIZATION OF CITY FACILITIES AND SERVICES, AS AUTHORIZED BY THE CITY FOR A (5) FIVE-YEAR TERM WITH AN OPTION TO RENEW FOR A PERIOD OF FIVE (5) YEARS; PROVIDING FOR AN EFFECTIVE DATE AND ALL OTHER PURPOSES.**

**WHEREAS**, the Miami Dade Board of County Commissioners passed Ordinance 91-50, in order to effect a one stop permitting process within the Miami-Dade Office of Film and Entertainment (“Film Office”); and

**WHEREAS**, the Ordinance allows for the County to enter into Interlocal Agreements with the various municipalities within Miami-Dade County in order for the Miami-Dade Film Office to issue permits for use of municipal property and services; and

**WHEREAS**, the various municipalities have expressed willingness to enter into an agreement with Miami-Dade County to perform this function on their behalf; and

**WHEREAS**, the City of North Miami (“City”) is desirous of authorizing the County, through its Film Office, to issue permits to film and still photography production companies allowing them to utilize City facilities and services as authorized by the City; and

**WHEREAS**, the County, through its Film Office would be authorized, to issue film permits for the period of five (5) years, with an option to renew for a period of five (5) years; and

**WHEREAS**, the City of North Miami and Miami-Dade County wish to enter into an Interlocal Agreement (attached as Exhibit “A”), providing for the authorization of the County,

through its Film Office, to issue permits to film and still photography production companies allowing them to utilize City facilities and services as authorized by the City; and

**WHEREAS**, the Mayor and City Council find that it is in the best interest of the City and its residents to enter into an Interlocal Agreement for this purpose.

**NOW THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA:**

**Section 1.** **Authority of City Manager and City Attorney.** The Mayor and City Council hereby authorize the City Manager and City Attorney to negotiate and execute a Film Permitting Interlocal Agreement between the City of North Miami and Miami-Dade County in the form attached as Exhibit "A."

**Section 2.** **Directions to City Clerk.** The City Clerk is hereby authorized to obtain three (3) fully executed copies of the subject Agreement, with one to be maintained by the City, with one to be delivered to Miami-Dade County, and with one to be directed to the Office of City Attorney.

**Section 3.** **Effective Date.** This Resolution shall take effect immediately upon approval.

**PASSED AND ADOPTED** by a 5-0 vote of the Mayor and City Council of the City of North Miami, Florida, this 9th day of February, 2022.

  
PHILIPPE BIEN-AIME  
MAYOR

ATTEST:

  
\_\_\_\_\_  
VANESSA JOSEPH, ESQ.  
CITY CLERK

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:

  
\_\_\_\_\_  
JEFF P. H. CAZEAU, ESQ.  
CITY ATTORNEY

SPONSORED BY: CITY ADMINISTRATION

Moved by: Galvin

Seconded by: Estimé-Irvin

**Vote:**

Mayor Philippe Bien-Aime  
Vice Mayor Alix Desulme, Ed.D.  
Councilman Scott Galvin  
Councilwoman Kassandra Timothe, MPA  
Councilwoman Mary Estimé-Irvin

<u>X</u>	(Yes)	_____	(No)
<u>X</u>	(Yes)	_____	(No)
<u>X</u>	(Yes)	_____	(No)
<u>X</u>	(Yes)	_____	(No)
<u>X</u>	(Yes)	_____	(No)



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

**DATE:** July 7, 2022

**FROM:**   
Gen Bonzon-Keenan  
County Attorney

**SUBJECT:** Agenda Item No. 8(L)(3)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Statement of social equity required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☐ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) \_\_\_\_ to approve
- ☐ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 8(L)(3)  
7-7-22

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF NORTH MIAMI AND MIAMI-DADE COUNTY TO PROVIDE FILM PERMITTING SERVICES FOR A FIVE-YEAR TERM WITH AN OPTION TO RENEW FOR ONE ADDITIONAL FIVE-YEAR TERM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE THE AGREEMENT AND TO EXERCISE THE RENEWAL AND TERMINATION PROVISIONS CONTAINED THEREIN

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board:

**Section 1.** Approves the Interlocal Agreement between the City of North Miami and Miami-Dade County providing for film permitting by the Miami-Dade County Film and Entertainment Office on behalf of the municipality, in substantially the form attached hereto and made a part hereof, for a five-year term with the option to renew for one additional five-year term.

**Section 2.** Authorizes the County Mayor or County Mayor's designee to execute the Agreement, for and on behalf of Miami-Dade County and to exercise the renewal and termination provisions contained therein.

The foregoing resolution was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:



Jose “Pepe” Diaz, Chairman

Oliver G. Gilbert, III, Vice-Chairman

Sen. René García

Sally A. Heyman

Eileen Higgins

Kionne L. McGhee

Raquel A. Regalado

Sen. Javier D. Souto

Keon Hardemon

Danielle Cohen Higgins

Joe A. Martinez

Jean Monestime

Rebeca Sosa

The Chairperson thereupon declared this resolution duly passed and adopted this 7<sup>th</sup> day of July, 2022. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

Altanese Phenelus



**INTERLOCAL AGREEMENT  
FILM PERMITTING  
MIAMI-DADE COUNTY – CITY OF NORTH MIAMI**

**THIS AGREEMENT** ("Agreement") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between Miami-Dade County, Florida ("County") and the City of North Miami ("City").

**WHEREAS**, the Board of County Commissioners passed Ordinance 91-50, in order to effect a one stop permitting process within the Miami-Dade Office of Film and Entertainment ("Film Office"); and

**WHEREAS**, the Ordinance allows for the County to enter into interlocal agreements with the various municipalities within Miami-Dade County in order for the Miami-Dade Film Office to permit for use of municipal property and services; and

**WHEREAS**, the various municipalities have expressed willingness to enter into agreement with Miami-Dade County to perform this function on their behalf:

**NOW THEREFORE**, for and in consideration of the terms, conditions and covenants contained herein, Miami-Dade County and the City of North Miami hereto agree as follows:

1. Purpose: The City of North Miami hereby authorizes the County, through its Film Office, to issue permits to film and still photography production companies allowing them to utilize City facilities and services as authorized by the City.
2. Term: The City grants authorization to the County, through its Film Office, to issue permits for the period of five years, commencing ten (10) days from the date of approval of this agreement by both parties.
3. Option to Renew: The County or the City may, upon written notice to the other, thirty (30) days prior to the expiration of this agreement, renew this agreement for a period of five years.
4. Cancellation: This agreement may be canceled by either party by providing written notice of intention to terminate, with 30 days prior notice, with or without cause. Any permits which may have been issued prior to termination, but covering dates after the termination date will be honored.
5. Liaison: The City of North Miami will appoint a representative to act as liaison to the Film Office, and who will coordinate City facilities and services, and who shall have the authority to authorize the issuance of permits by the County on behalf of the City.
6. Advance Notice: The County agrees to provide written notice to the City of North Miami, via email and U.S. mail, of requests for City facilities or services within one working day of receipt of the request from a production company for such service. The City retains the right to deny issuance of a permit based on insufficient advance notice.

7. Insurance: The County, through its Film Office agrees to obtain from any production company issued a permit for the City, an insurance certificate, naming the City as additionally insured, in the amount of one million dollars (\$1,000,000.00) for film production and for still photography, providing for comprehensive general liability coverage. In the event that the County fails to verify required insurance, and the City has not waived said requirement, the County shall assume liability under state tort law, within limitations described by 768.28 of Florida Statutes. Verifying insurance means that the County obtains a copy of the production company's liability insurance policy naming the City as an additional insured in the amounts described above.

8. Refusal: The City Mayor, Manager or designated employee in his/her discretion maintains the right to reject any permit application if the City determines that it would not be in the best interest of the City to approve the permit application and the granting of the permit would not serve to promote the general welfare of the community.

9. Guidelines: The City of North Miami agrees to provide in writing, Guidelines to govern the issuance of permits issued on the City behalf. These Guidelines are subject to revision at any time, subject to ten (10) days written notice to the Film Office. All Guidelines must conform to law.

10. Facilities: The City of North Miami agrees to provide in writing, a schedule of facilities, services and associated fees and required deposits, which it wishes to make available for use. Further, the County agrees to forward any requests for special facilities which the City may own or control and may be requested by a production company.

11. Collections: The City of North Miami agrees that they will be responsible for the billing and collection of any fees or charges assessed to a production company for use of facilities and/or services and the County will in no way be liable for such charges, if unpaid. The County shall not issue permits to film and still photography production companies that have unpaid fees or charges assessed by the City under this section, provided the City has notified the County of such unpaid fees or charges.

12. Hold Harmless: The City of North Miami agrees that they will hold the County harmless and that the County will be in no way be liable for any damages caused by a production company permitted to film in the City, where the permit was issued with the appropriate authorization of the City's Liaison.

13. Facility Photo File: The City agrees to provide the County with photographs of available areas or facilities which the City wishes to promote for the use of film production and the County agrees to make this material available to production companies, in an effort to market the City, County and South Florida to the film industry.

14. Notice: All legal notices regarding this agreement must be sent to the following address:

Miami - Dade County  
Attn: Office of Film & Entertainment  
111 NW 1st Street, 12<sup>th</sup> Floor  
Miami, FL 33128

City of North Miami  
City Manager, Theresa Therilus Esq.  
776 NE 125<sup>th</sup> Street  
North Miami, FL 33161

15. Amendment: This agreement may be amended only by the mutual written consent of both parties.

16. Entire Agreement: This Interlocal Agreement, and any Exhibits to this Interlocal Agreement, contain the sole and entire agreement entered into by the parties with respect to the subject matter of the Interlocal Agreement, and supersede any and all other prior written or oral agreements.

17. Severability and Savings Clause: If any term or provisions of this Interlocal Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Interlocal Agreement or the application of such term or provision to the persons or circumstance other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Interlocal Agreement shall be valid and be enforced to the fullest extent permitted by law.

18. Governing Laws: The laws of the State of Florida shall govern this Interlocal Agreement. This Interlocal Agreement is subject to and shall be interpreted to effectuate its compliance with the Miami-Dade County Charter and the City Charter.

**[EXECUTION PAGE FOLLOWS]**

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their appropriate officials, as of the date first above written.

ATTEST:

Harvey Ruvin, Clerk  
MIAMI-DADE COUNTY BOARD OF COUNTY COMMISSIONERS

BY \_\_\_\_\_  
County Clerk

BY \_\_\_\_\_  
County Mayor or County  
Mayor Designee

Approved as to form \_\_\_\_\_  
County Attorney

\_\_\_\_\_

ATTEST:

\_\_\_\_\_

\_\_\_\_\_

BY  \_\_\_\_\_  
City Clerk

Approved as to form  \_\_\_\_\_  
City Attorney

City of North Miami

Pursuant to Resolution No. \_\_\_\_\_

BY  \_\_\_\_\_  
City Manager