



To: Dona Spain

From: Craig E. Leen, City Attorney for the City of Coral Gables

A handwritten signature in blue ink, appearing to be "CL", is written over the name "Craig E. Leen".

RE: Legal Opinion Regarding Merrick House Governing Board Use Of Merrick House Trust Fund Money For Events

Date: September 7, 2012

---

Along with the language you have cited, the usage policies are clear that "requests for expenditures" need the approval of the City Manager. Likewise, on the next page of the usage policies, it indicates that activities need the approval of the City Manager as well.

## Osle, Zilma

---

**From:** Leen, Craig  
**Sent:** Monday, September 10, 2012 10:00 AM  
**To:** Osle, Zilma; Hernandez, Cristina  
**Cc:** Thornton Richard, Bridgette  
**Subject:** FW: Merrick House Governing Board

Please place in opinion folder.

Craig E. Leen  
City Attorney  
City of Coral Gables  
405 Biltmore Way  
Coral Gables, Florida 33134  
Phone: (305) 460-5218  
Fax: (305) 460-5264  
Email: [cleen@coralgables.com](mailto:cleen@coralgables.com)

---

**From:** Leen, Craig  
**Sent:** Friday, September 07, 2012 6:24 PM  
**To:** Spain, Dona  
**Cc:** Thornton Richard, Bridgette; Kautz, Kara  
**Subject:** RE: Merrick House Governing Board

I agree with you. Along with the language you have cited, the usage policies are clear that "requests for expenditures" need the approval of the City Manager. Likewise, on the next page of the usage policies, it indicates that activities need the approval of the City Manager as well.

Please let me know if you need anything else.

Have a nice weekend,  
Craig

Craig E. Leen  
City Attorney  
City of Coral Gables  
405 Biltmore Way  
Coral Gables, Florida 33134  
Phone: (305) 460-5218  
Fax: (305) 460-5264  
Email: [cleen@coralgables.com](mailto:cleen@coralgables.com)

---

**From:** Spain, Dona  
**Sent:** Friday, September 07, 2012 4:04 PM  
**To:** Leen, Craig  
**Cc:** Thornton Richard, Bridgette; Kautz, Kara  
**Subject:** Merrick House Governing Board

The Merrick House Governing Board asked me to ask you if the board can use the Merrick House Trust Fund moneys for events. I attached Resolution No. 2007-73 to this e-mail and will bring it with me to their meeting Monday morning – it

states that they will need prior approval from the City Manager for reimbursable expenses so I'll let them know that. Since it says reimbursable expenses I don't believe that they can use money from the trust fund for "free" events at the house. Hopefully you agree since their meeting is Monday morning (sorry this e-mail is so late!)

Dona M. Spain  
Historic Preservation Officer  
City of Coral Gables, Florida  
(305)460-5095