

MEMORANDUM

IMFR
Agenda Item No. 2(D)

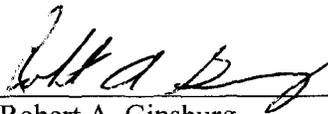
TO: Honorable Chairperson Barbara Carey-Shuler, Ed.D.
and Members, Board of County Commissioners

DATE: February 10, 2005

FROM: Robert A. Ginsburg
County Attorney

SUBJECT: Ordinance relating to
Rules of Procedure of
County Commission

The accompanying ordinance was prepared and placed on the agenda at the request of Commissioner Katy Sorenson.



Robert A. Ginsburg
County Attorney

RAG/bw



MEMORANDUM

(Revised)

TO: Hon. Chairperson Barbara Carey-Shuler, Ed.D. **DATE:** November 30, 2004
and Members, Board of County Commissioners

FROM: Robert A. Ginsburg
County Attorney

SUBJECT: Agenda Item No. 13(X)

Please note any items checked.

- "4-Day Rule" ("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
- Bid waiver requiring County Manager's written recommendation
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- Housekeeping item (no policy decision required)
- No committee review

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 13(X)
11-30-04

ORDINANCE NO. _____

ORDINANCE RELATING TO RULES OF PROCEDURE OF COUNTY COMMISSION; AMENDING SECTION 2-1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA, REGARDING SCHEDULING OF COMMISSION AND COMMITTEE MEETINGS; PROVIDING SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA:

Section 1. Article 1, Section 2-1 of the Code of Miami-Dade County, Florida, is hereby amended to read as follows:¹

CODE OF MIAMI-DADE COUNTY
CHAPTER 2. ADMINISTRATION

ARTICLE I. IN GENERAL

Sec. 2-1. RULES OF PROCEDURE OF
COUNTY COMMISSION

* * *

PART 3. MEETINGS

Rule 3.01 REGULAR MEETINGS.

- (a) The commission shall hold regular meetings on the ~~[[first and third]]~~>>fourth<< Tuesday and Thursday of each month, and when the day fixed for any such regular meeting falls on a day designated by law as a legal holiday, such meeting may be held on another day selected by the commission, or such meeting may be canceled at the discretion of the commission. Unless otherwise determined

¹ Words stricken through and/or [[double bracketed]] shall be deleted. Words underscored and/or >>double arrowed<< constitute the amendment proposed. Remaining provisions are now in effect and remain unchanged.

by the commission, regular meetings shall commence at 9:30 in the morning and shall end no later than 6:30 p.m. each day. Regular meetings may be otherwise postponed or canceled by resolution or motion adopted at a regular meeting by a majority of the commission members present. All regular meetings shall be held in the commission chambers, Stephen P. Clark Center, 111 N.W. 1 Street, Miami, Florida 33128, or such location as may be approved by a majority of the commission members present and shall be open to the public and all news media.

- (b) The commission shall consider and determine zoning matters at its regular meetings.
- (c) The second reading (public hearing) of the annual budget ordinance shall be considered at a meeting at which the said budget ordinance and the levy of the millage are the only items on the agenda.

* * *

PART 4. COMMITTEES

Rule 4.01 COMMITTEES.

* * *

- (h) COMMITTEE DELIBERATIONS. >>Except as otherwise determined by the commission chairperson, commission committees shall hold regular meetings during the first week of each month.<< A commission committee may take one of the following actions with respect to each matter referred to the committee for action:

- (1) Recommend favorably;
- (2) Recommend favorably with committee amendment(s);
- (3) Forward without recommendation, upon the unanimous vote of the members of the committee who are present;
- (4) Receive a report;

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- (5) Lay the matter on the table resulting in the matter not being placed on an agenda of the county commission; or
- (6) Defer or take no action on an item for a maximum of two consecutive committee meetings. Deferral of or failure to act on a matter beyond two consecutive committee meetings shall cause the matter to be laid on the table, as set forth in the preceding subparagraph.

Section 2. If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder of this ordinance shall not be affected by such invalidity.

Section 3. It is the intention of the Board of County Commissioners, and it is hereby ordained that the provisions of this ordinance, including any sunset provision, shall become and be made a part of the Code of Miami-Dade County, Florida. The sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section," "article," or other appropriate word.

Section 4. This ordinance shall become effective ten (10) days after the date of enactment unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

PASSED AND ADOPTED:

Approved by County Attorney as
to form and legal sufficiency:

RAG

Prepared by:

GKS

Gerald K. Sanchez

Sponsored by Commissioner Katy Sorenson

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