

# Memorandum

MIAMI-DADE  
COUNTY

**Date:** December 7, 2010

**To:** Honorable Chairman Dennis C. Moss  
and Members, Board of County Commissioners

**From:** George M. Burgess  
County Manager

**Subject:** Proposed Resolution Establishing Rules of Decorum for the Construction Trades  
Qualifying Board (CTQB)

Agenda Item No. 9(A)(1)

## RECOMMENDATION

It is recommended that the Miami-Dade County Board of County Commissioners adopt the attached proposed resolution which seeks to establish a rule for the Construction Trades Qualifying Board (CTQB) regarding decorum at its meetings.

## SCOPE:

The scope of the resolution would apply to the procedures and conduct of the Miami-Dade Construction Trades Qualifying Board meetings.

## FISCAL IMPACT/FUNDING SOURCE

There is no fiscal impact to Miami-Dade County or the municipalities.

## TRACK RECORD MONITOR

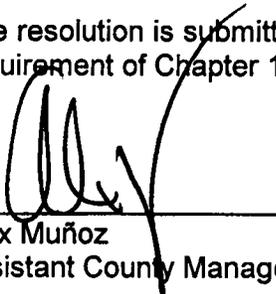
Not applicable.

## BACKGROUND

The Construction Trades Qualifying Board is authorized to make such rules and regulations it deems necessary, which are consistent with the general policies of Chapter 10 of the Code of Miami-Dade County. Further, it is required that any rules created by the CTQB be subject to approval by the Miami-Dade County Board of County Commissioners (BCC).

At their meeting of December 8, 2009, the Construction Trades Qualifying Board discussed the need for implementing uniform Rules of Decorum. Ultimately, CTQB voted to propose adoption of the fundamental language contained in the BCC Rules of Procedures, Section 6.05.

The resolution is submitted for approval, to adopt these procedural rules of conduct consistent with the requirement of Chapter 10 Section 10-20 (f).

  
\_\_\_\_\_  
Alex Muñoz  
Assistant County Manager



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Dennis C. Moss  
and Members, Board of County Commissioners

**DATE:** December 7, 2010

**FROM:** R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Agenda Item No. 9(A)(1)

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
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_ ) 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. 9(A)(1)

12-7-10

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

RESOLUTION ESTABLISHING RULES OF DECORUM FOR THE  
CONSTRUCTION TRADES QUALIFYING BOARD CONSISTENT  
WITH THOSE ADOPTED BY THE MAIMI-DADE BOARD OF  
COUNTY COMMISSIONERS

**WHEREAS**, the Construction Trades Qualifying Board conducts meetings pursuant to Chapter 10 of the Code of Miami-Dade County, Section 10-20 (D); and

**WHEREAS**, the Construction Trades Qualifying Board recognizes that there is a significant governmental interest in conducting orderly, efficient meetings of public bodies; and

**WHEREAS**, the Construction Trades Qualifying Board may make such rules and regulations necessary to carry out the provisions of Chapter 10 of the Code of Miami-Dade County; and

**WHEREAS**, such rules and regulations are subject to approval by the Miami-Dade County Board of County Commissioners; and

**WHEREAS**, the Construction Trades Qualifying Board has discussed these proposed rules of procedure and determined them to be useful; and

**WHEREAS**, written rules of procedures providing for public participation best assure an atmosphere conducive to meeting efficiency; and

**WHEREAS**, the submitted written Rules of Decorum are consistent with the Rules of Procedure, Section 6.05, established by the Miami-Dade County Board of County Commissioners,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that the Construction Trades Qualifying Board Rules of Decorum set forth as attached and incorporated to this Resolution are hereby adopted.

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:

Dennis C. Moss, Chairman	
Jose "Pepe" Diaz, Vice-Chairman	
Bruno A. Barreiro	Lynda Bell
Audrey M. Edmonson	Carlos A. Gimenez
Sally A. Heyman	Barbara J. Jordan
Joe A. Martinez	Jean Monestime
Natacha Seijas	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 7<sup>th</sup> day of December, 2010. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this 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.

Eduardo W. Gonzalez



## **Construction Trades Qualifying Board Rules of Decorum**

### **Rule 1 – Rules of Decorum**

Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the Construction Trades Qualifying Board (CTQB) shall be barred from further appearance before the Board by the presiding officer, unless permission to continue or again address the Board is granted by the majority vote of the Board members present.

No clapping, applauding, heckling or verbal outbursts in support or opposition to a speaker or his or her remarks shall be permitted. No signs or placards shall be allowed in the Board chamber. Persons exiting the Board chamber shall do so quietly.

The use of cell phones in the Board chambers is not permitted. Ringers must be set to silent mode to avoid disruption of proceedings. Individuals, including those on the dais, must exit the chambers to answer incoming cell phone calls.