

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 11(A)(36)

10-2-07

**OFFICIAL FILE COPY
CLERK OF THE BOARD
OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA**

RESOLUTION NO. R-1138-07

**RESOLUTION DIRECTING COUNTY MANAGER TO HOLD
AGENDA BRIEFINGS FOR COUNTY COMMISSIONERS
AND THEIR STAFF NO LATER THAN TWO BUSINESS
DAYS PRIOR TO COMMISSION MEETINGS**

WHEREAS, the County Manager routinely holds a publicly noticed agenda briefing for County Commissioners and their aides on the Friday prior to regularly scheduled County Commission meetings (hereinafter "agenda briefing"); and

WHEREAS, on at least one occasion in recent months the agenda briefing was held the day before the Commission meeting; and

WHEREAS, agenda briefings held by the County Manager greatly assist Commissioners when preparing for County Commission meetings; and

WHEREAS, the Commission believes that these agenda briefings should be held at least two business days prior to Commission meetings so as to give Commissioners sufficient time to prepare for each meeting,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that the County Manager is directed to hold agenda briefings for County Commissioners and their staff no later than two business days prior to each meeting of the Board of County Commissioners. At each agenda briefing, the County Manager or his or her staff shall provide, among other things, a brief explanation of each agenda item which is not routine in nature.

MEMORANDUM

Agenda Item No. 11(A)(36)

TO: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

DATE: October 2, 2007

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

SUBJECT: Resolution directing County
Manager to hold agenda
briefings no later than two
business days prior to
commission meetings for
commissioners and their staff

The accompanying resolution was prepared and placed on the agenda at the request of Commissioner Audrey M. Edmonson and Commissioner Joe A. Martinez.



R. A. Cuevas, Jr.
County Attorney

RAC/bw



MEMORANDUM

(Revised)

TO: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

DATE: October 2, 2007

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

SUBJECT: Agenda Item No. 11(A)(36)

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