



MEMORANDUM

Agenda Item No. 11(A)(6)

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

DATE:

March 2, 2010

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

SUBJECT: Resolution directing Commission Auditor to utilize Directives Database maintained by the Clerk of the Board to track and follow up on directives and requests

Resolution No. R-256-10

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Carlos A. Gimenez, and Co-Sponsors Commissioner Audrey M. Edmonson and Commissioner Rebeca Sosa.

R. A. Cuevas, Jr.
County Attorney

RAC/cp



MEMORANDUM

(Revised)

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

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County Attorney

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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. 11(A)(6)
3-2-10

RESOLUTION NO. R-256-10

RESOLUTION DIRECTING COMMISSION AUDITOR TO
UTILIZE DIRECTIVES DATABASE MAINTAINED BY THE
CLERK OF THE BOARD TO TRACK AND FOLLOW UP ON
DIRECTIVES AND REQUESTS CONTAINED THEREIN

WHEREAS, the Commission Auditor is charged with, among other duties, the responsibility of determining the extent to which legislative policies are being faithfully, efficiently and effectively implemented by the County’s Administration (the “Administration”); and

WHEREAS, the Commission Auditor is also charged with, among other duties, the task of providing information to the County Commission whenever required regarding any subject relating to the affairs of the County; and

WHEREAS, the Board of County Commissioners (the “Commission”) adopts policies by ordinance, resolution or motion and the Mayor or the Mayor’s designee is responsible for carrying out such policies; and

WHEREAS, Committees and subcommittees may request reports from departments performing functions reasonably related to each committee’s jurisdiction; and

WHEREAS, individual commissioners, from time to time may request reports and make other inquiry of the County’s Administration pursuant to Section 4.04(B) of the Miami-Dade County Home Rule Charter; and

WHEREAS, the Clerk of the Board of County Commissioners maintains a Directives Database (the “Database”) as a supplement to the County’s Document Management System (Legistar); and

WHEREAS, the Database links each directive or request from the Commission, Commission committees, subcommittees, and individual commissioners to the appropriate agenda items; and

WHEREAS, the Database also enables the Mayor or the Mayor's designee to indicate the assignment of each directive to the applicable executive or Assistant County Manager; and

WHEREAS, the Commission believes that greater efficiencies would be realized by requiring the Office of the Commission Auditor to inquire as to the status of these directives contained in the Database,

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

Section 1. The foregoing recitals are incorporated in this resolution.

Section 2. The Commission Auditor shall utilize the Directives Database to inquire and determine the status of directives contained therein.

Section 3. The Commission Auditor shall submit a quarterly report to the Commission, which shall be added to the Commission's agenda, indicating the status of directives.

The Prime Sponsor of the foregoing resolution is Commissioner Carlos A. Gimenez, and the Co-Sponsors are Commissioner Audrey M. Edmonson and Commissioner Rebeca Sosa. It was offered by Commissioner Jose "Pepe" Diaz , who moved its adoption. The motion was seconded by Commissioner Sally A. Heyman and upon being put to a vote, the vote was as follows:

	Dennis C. Moss, Chairman	aye	
	Jose "Pepe" Diaz, Vice-Chairman	aye	
Bruno A. Barreiro	absent	Audrey M. Edmonson	aye
Carlos A. Gimenez	absent	Sally A. Heyman	aye
Barbara J. Jordan	aye	Joe A. Martinez	aye
Dorrin D. Rolle	aye	Natacha Seijas	aye
Katy Sorenson	aye	Rebeca Sosa	aye
Sen. Javier D. Souto	aye		

The Chairperson thereupon declared the resolution duly passed and adopted this 2nd day of March, 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: **DIANE COLLINS**
Deputy Clerk



Approved by County Attorney as to form and legal sufficiency.

A handwritten signature in black ink, appearing to be "MS".

Prepared by:
Martin Sybblis

A handwritten mark or signature in black ink, resembling a stylized "S" or a similar symbol.