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CLERK OF THE BOARD
OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA

MEMORANDUM

Agenda Item No. 11(A)(3)

TO: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

DATE: September 4, 2013

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

SUBJECT: Resolution directing the Mayor or designee to post at a single location on the County website all memoranda and reports issued by the Mayor to the Board of County Commissioners or that are copied to the Board

Resolution No. R-699-13

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Vice Chair Lynda Bell.

R. A. Cuevas, Jr.
County Attorney

RAC/smm

MEMORANDUM
(Revised)

TO: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

DATE: September 4, 2013

FROM: R. A. Cuevas, Jr.
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SUBJECT: Agenda Item No. 11(A)(3)

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 Mayor'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)(3)
9-4-13

RESOLUTION NO. R-699-13

RESOLUTION DIRECTING THE MAYOR OR DESIGNEE TO POST AT A SINGLE LOCATION ON THE COUNTY WEBSITE ALL MEMORANDA AND REPORTS ISSUED BY THE MAYOR TO THE BOARD OF COUNTY COMMISSIONERS OR THAT ARE COPIED TO THE BOARD; DIRECTING THE MAYOR OR DESIGNEE TO POST SUCH MEMORANDA AND REPORTS WITHIN 24 HOURS OF ISSUANCE AND TO MAINTAIN SUCH MEMORANDA AND REPORTS IN A SEARCHABLE DATABASE; PROVIDING AN EXCEPTION

WHEREAS, on April 2, 2013, the Board passed Resolution No. R-255-13, which directed the Mayor or designee to implement a web-based system for tracking and reporting directives from the Board contained in ordinances, resolutions and motions as well as directives from individual commissioners requesting information during a public meeting of the Board or its committees; and

WHEREAS, Resolution No. R-255-13 further directed the Mayor or designee to post the tracking and reporting of directives and memoranda responding to requests for information within 24 hours of completion; and

WHEREAS, the Mayor sometimes issues memoranda and reports to the Board of County Commissioners on various issues of public importance that are outside the purview of Resolution No. R-255-13 and that do not appear on a Board of County Commissioners meeting agenda or Commission Committee meeting agenda; and

WHEREAS, the Board would like to impose a requirement similar to that included in Resolution No. R-255-13 for all such memoranda and reports issued by the Mayor either (i) to

the Board of County Commissioners or (ii) that are copied to the Board of County Commissioners,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that Board directs the Mayor or designee to:

1. Post at a single location on the county website all memoranda and reports issued by the Mayor either (i) to the Board of County Commissioners or (ii) that copies the Board of County Commissioners;
2. Post such memoranda and reports within 24 hours of issuance and maintain such memoranda and reports in a searchable database that also shall include the ability to group various memoranda and reports into broad categories, such as budget, labor and employment, economic development and the like; and
3. Issue a report to the Board within 60 days of the effective date of this resolution on the implementation of the provisions of this resolution.

The requirements of this resolution shall not apply to memoranda and reports that appear on a Board of County Commissioners meeting agenda or Commission Committee meeting agenda.

The Prime Sponsor of the foregoing resolution is Vice Chair Lynda Bell. It was offered by Commissioner **Dennis C. Moss**, 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:

Rebeca Sosa, Chairwoman			**aye**
Lynda Bell, Vice Chair			**aye**
Bruno A. Barreiro	**aye**	Esteban L. Bovo, Jr.	**aye**
Jose "Pepe" Diaz	**absent**	Audrey M. Edmonson	**absent**
Sally A. Heyman	**aye**	Barbara J. Jordan	**aye**
Jean Monestime	**aye**	Dennis C. Moss	**aye**
Sen. Javier D. Souto	**absent**	Xavier L. Suarez	**absent**
Juan C. Zapata	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 4th day of September, 2013. 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: **Christopher Agrippa**
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Jess M. McCarty