

Memorandum



Date: October 24, 2012
To: Department Directors
From: Carlos A. Gimenez
Mayor
Subject: 2013 State of the County Report

A handwritten signature in black ink, appearing to read "Carlos A. Gimenez", written over a light grey background.

In preparation for my 2013 State of the County Report, I am asking each County department to submit highlights of its most significant achievements for the calendar year 2012.

You should use the following headings that reflect the County's strategic plan:

- Neighborhood and Unincorporated Area Municipal Services
- Public Safety
- Transportation
- Recreation and Culture
- Health and Human Services
- Economic Development
- General Government (Enabling Strategies)

The material needs to be submitted in narrative form as brief bullet points. The information will be incorporated into the State of the County Report. As required by County Charter, this report will be issued prior to January 31, 2013.

Please designate someone from your staff to work with Gaby Lopez, Mayor's Aide, (305) 375-5227, in compiling this information, which is due on Monday, December 3, 2012. Information should be submitted via e-mail to gaby@miamidade.gov.

If you have any questions, please contact Fernando Figueredo, Director of Communications and External Affairs, at (305) 375-1545.

c: Office of the Mayor Senior Staff