



MIAMI-DADE COUNTY FINAL OFFICIAL MINUTES Miami-Dade Charter Review Task Force

Miami-Dade County
Main Library
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Miami, Florida
August 25, 2025
As Advertised

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The Miami-Dade Charter Review Task Force (CRTF/Task Force) convened its third meeting at the Miami-Dade County Main Library, 101 W Flagler Street, Miami, FL 33130; on August 25, 2025 at 10:26 a.m.

I. Roll Call

In attendance were the following Task Force members:

- ~ Mr. Rafael E. Granado;
- ~ Mr. Eric Eikenberg;
- ~ Ms. Iris Escarra;
- ~ Mr. Robert H. Fernandez;
- ~ City of Homestead Mayor Steven D Losner;
- ~ Ms. Rebecca Wakefield;
- ~ Former Miami-Dade County Commissioner Dennis Moss;
- ~ Ms. Stephanie V. Daniels;
- ~ ToV11 of Miami Lakes Mayor Joshua Dieguez;
- ~ Vice Chairman Michael Redondo, (State Representative for House District 118); and
- ~ Chairman Dennis Kerbel.

The following Task Force members were absent:

- ~ Mr. Jose Jimenez;
- ~ Former City of North Miami Mayor Andre D. Pierre;
- ~ Former City of Miami Shores Mayor Crystal Wagar; and
- ~ Senator Alexis Calatayud

In addition, to the Task Force members, the following staff members were also present:

- ~ Assistant County Attorneys (ACA) Michael Valdes and Jose D Vazquez;
- ~ Mr. Oren Rosenthal, Attorney, Supervisor of Elections (SOE);
- ~ Mr. Maurice Kemp, Deputy Mayor, Office of the Mayor;
- ~ Mr. Damian de la Paz, Director of Policy, Office of the Mayor;
- ~ Ms. Samantha Jacob, Deputy Director of Policy, Office of the Mayor;
- ~ Ms. Demetria Henderson, Director of Legislative Affairs, Office of the Mayor;
- ~ Ms. Ti via Rouland, Deputy Director of Legislative Affairs, Office of the Mayor;
- ~ Mr. Ryan Lafarga, Senior Advisor, Office of Management and Budget;
- ~ Mr. Raul Mas, Business Analyst, Office of Management and Budget (OMB);
- ~ Mr. Phil Edwards, Chief Intergovernmental Affairs Department of Transportation and Public Works (DTPW)
- ~ Mr. Erik Morales, Deputy General Counsel, Miami-Dade Sheriff's Office (MDSO);

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~ Mr. Gerardo Gomez, General Counsel, Miami-Dade County Office of the Tax Collector;
~ Mr. Luis Montaldo, General Counsel, Clerk of the Court and Comptroller (COCC);
~ Ms. Barbara Galvez, Chief Administrative Officer, COCC; and
~ Ms. Selena Hadley, Deputy Clerk, Clerk of the Board.

II. Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Dennis C. Moss.

III. Reasonable Opportunity for the Public to be Heard

Chairman Dennis Kerbel opened the reasonable opportunity to be heard. Seeing no one come forward to speak, the reasonable opportunity to be heard was closed.

IV. Charter Matrix Presentation

Mr. Ryan Lafarga presented a comprehensive analysis examining how five home rule charter Counties addressed constitutional officers in their charters. The analysis focused on Broward, Hillsborough, Orange, Pinellas, and Palm Beach Counties. Volusia County was excluded because its charter had not been updated to reflect Amendment IO structure, with its next charter review scheduled for 2026.

The analysis examined three key areas: (1) how constitutional officers were referenced within each charter; (2) whether constitutional officers had the ability to be heard or place items directly before the board; and (3) whether charters authorized interlocal agreements or contractual arrangements between the County and constitutional offices for joint services.

Mr. Lafarga noted that Orange County was the only jurisdiction structurally comparable to Miami-Dade County with a strong mayor, though Orange County also had a County administrator appointed by the mayor and confirmed by the Board of County Commissioners.

Mr. Lafarga reported the following key findings:

Clerk of the Circuit Court: Structural variations existed across the five Counties. Broward County retained comptroller functions following a 2020 referendum pursuant to House Bill 989, a special law.

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Chairman Kerbel confirmed that this approach would not be available to Miami-Dade County due to a constitutional prohibition preventing the legislature from passing special laws relating exclusively to Miami-Dade County, as explained by ACA Valdez.

Orange County had separately elected Clerk and Comptroller positions, while Hillsborough, Palm Beach, and Pinellas Counties had a single official serving both roles, similar to Miami-Dade County's structure.

County-specific provisions included:

- Broward County: All constitutional offices were subject to the County Code of ethics;
- Orange County: The Comptroller was required to analyze the impact of potential charter duties; and
- Pinellas County: All five constitutional officers served on the County attorney's oversight committee

Property Appraiser: Provisions were similar across Counties. In Orange County, the Property Appraiser was subject to audits by the Comptroller. Palm Beach County elected the position on a nonpartisan basis and specifically defined the Property Appraiser as a constitutional officer in the charter.

Sheriff: Broward County subjected the Sheriff to the County Code of ethics and outlined the Board's duty to provide methods of funding for law enforcement services in unincorporated areas.

Supervisor of Elections: Mr. Lafarga noted a scrivener's error on the presentation slide relating to Broward County, which should reference Section 7.01(F). In Hillsborough County, the charter review board was required to file proposed amendments with the Supervisor of Elections (SOE), who must place amendments on the ballot. For citizen-initiated petition amendments, the SOE certified start and end dates, verified signatures, and placed measures on the ballot.

Tax Collector: Broward County underwent a transition similar to Miami-Dade County on January 7, 2025, converting the Tax Collector department to an elected position. However, the Tax Collector was not recognized as a constitutional officer in Broward County's charter, requiring the County to address this in their next charter review scheduled for 2030.

Mr. Lafarga concluded the presentation highlighting the following findings:

For Hillsborough, Orange, Palm Beach, and Pinellas Counties, the charters contained no mention of provisions allowing constitutional officers to be heard or place items on agendas. Broward

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County was the only jurisdiction addressing two of the three research areas: providing that any person had the right to be heard at commission meetings, and authorizing the County attorney to represent constitutional officers. Mr. Lafarga emphasized that Section 3.07(B) of the Broward County charter contained a significant provision stating that all operational services shall be made available to constitutional offices at cost.

Referencing the information provided related to the SOE, Chairman Kerbel noted that some charters assigned certain functions to supervisors of elections and asked whether such provisions would be consistent with Amendment IO or represented outdated language.

ACA Valdez advised that the provisions in the formal charters predated Amendment IO and had not been updated since its passage. He explained that these provisions imposed certain requirements and responsibilities on the SOE concerning petition receipt and verification. ACA Valdez noted that the Supervisor was the only County officer with the means to verify petition signatures against registered voters.

Mr. Rosenthal explained that Amendment IO changed what County charters could require constitutional officers to do. He cited case law which had previously allowed Counties to place additional duties on constitutional officers because Counties could abolish those offices. Since Counties had the power to eliminate the offices entirely, they could also add extra responsibilities without violating the Constitution.

Mr. Rosenthal noted that no court had addressed these issues since the 2018 amendments, leaving the legal question unresolved. He explained that the Supervisor's position matched the County Attorney's view: if State law assigned a duty to the Supervisor of Elections-such as verifying petition signatures-the charter could require or request performance of that duty. However, if the charter attempted to impose requirements beyond those authorized by State law, such provisions would be legally problematic.

Chairman Kerbel inquired about provisions in other County charters that subjected one constitutional officer to be audited by the Comptroller, asking whether such arrangements were consistent with Amendment IO.

Mr. Luis Montaldo concurred with the legal analysis presented by Mr. Rosenthal regarding charter provisions that predated Amendment IO. Mr. Montaldo noted that many such provisions likely had not been challenged or revised following the amendment's implementation. He reasoned that should constitutional officers elect to exercise powers granted under the Florida Constitution and applicable Statutes, established case law would clearly establish that certain governmental functions within Counties remain exclusive to the Clerk's authority.

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ACA Valdez indicated that legal opinions and case law suggested Counties lacked authority to impose such arrangements on constitutional officers. He noted, however, that most relevant precedents predated Amendment 10 and relied on reasoning potentially affected by the amendment's changes. ACA Valdez observed that no cases had interpreted these provisions post-Amendment 10, describing the legal landscape as uncharted territory.

Mr. Rosenthal informed the Task Force that the SOE had voluntarily contracted with the COCC for auditing services, recognizing the Clerk's expertise in this area. He Stated that such interlocal agreements represented a better approach than imposing potentially challengeable charter provisions, noting that voluntary cooperative agreements avoided constitutional concerns while achieving practical objectives.

In response to Commissioner Moss' inquiry as to how other Counties had updated their charters to address Amendment 10, Mr. Lafarga confirmed most of the Counties had not updated their charters since Amendment 10's passage, with only Orange County and Pinellas County completing charter updates in 2024. Mr. Lafarga advised that both Counties were required to adhere to Amendment 10 requirements despite their charters containing pre-Amendment 10 language.

Commissioner Moss voiced his objections to the proposed charter amendment granting constitutional officers the right to address the Board and add agenda items. He noted that he found no precedent for such provisions among major Counties or municipalities and pointed out that legislative bodies maintained control over their own agendas and procedures-a practice mirrored by the Florida Legislature at the State level.

Commissioner Moss cautioned against establishing potentially problematic precedents, and reiterated he would not support incorporating these provisions into Miami-Dade's charter, as they would represent a significant departure from established legislative governance standards and could undermine the Board's procedural authority.

Ms. Iris Escarra sought clarification regarding the distinction between "Clerk of the Board" and "Clerk of the Circuit Court and Comptroller" as referenced in Florida Statutes Section 28.12, noting potential confusion in the charter's use of these terms.

ACA Valdes outlined the three distinct functional capacities of the Clerk's office. As Clerk of the Circuit Court, the Clerk served as an officer of the court performing judicial functions. As Comptroller, the Clerk acted as custodian of County funds and County auditor-roles explicitly defined in the Florida Constitution. As Clerk of the Board, the Clerk functioned as County recorder and performed ministerial duties on behalf of the Board.

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ACA Valdes clarified that the County possessed regulatory authority over the Clerk only when acting in the "Clerk of the Board" capacity. He cited existing provisions in State Statutes and County Code that direct the Clerk of the Board to transmit resolutions or ordinances to designated locations. ACA Valdes emphasized this ministerial function was legally distinct from the Clerk's constitutional roles as court officer or comptroller, where the County lacked authority to impose additional requirements. He concluded that established legal precedent supported the County's ability to mandate specific ministerial actions from the Clerk of the Board, independent of the Clerk's constitutionally protected duties.

V. Agenda Items

A. Proposed Technical Changes

Before proceeding to the constitutional officers' proposed charter amendments, Chairman Kerbel requested an update from staff regarding the status of technical changes that had been discussed at previous meetings.

The Task Force members were advised that staff had prepared a preliminary list of non-substantive edits to the charter and transmitted them to the County Attorney's Office on August 11, 2025. He explained these technical changes included updating outdated references throughout the charter, such as changing "Dade County" to "Miami-Dade County," correcting inconsistent capitalization, updating gender-neutral terminology, changing "he" to "he or she," and removing small parenthetical references. It was further clarified these were stylistic corrections to ensure consistency where amendments over time had created variations in terminology.

ACA Valdes confirmed the County Attorney's Office had reviewed the preliminary list and found the proposed changes acceptable. He emphasized all changes were technical in nature and could be presented at any Task Force meeting as appropriate. ACA Valdes explained these were minor stylistic changes to ensure conformity and consistency within the charter where the same terms may not have been used uniformly over time due to piecemeal amendments. He noted none of these changes would constitute material alterations requiring detailed description in a charter amendment ballot question, and all could be described collectively as "technical changes."

ACA Valdes further explained that technical changes potentially required as a result of Amendment IO could be discussed through the current meeting's review process. He suggested the Task Force could determine whether to combine Amendment 10-related technical corrections with the other stylistic changes or handle them as separate items, deferring to the Task Force's preference on how to proceed.

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Chairman Kerbel indicated his intention to first complete the review of constitutional officers' proposed changes at the current meeting, then present the compiled technical changes list at the next Task Force meeting. He suggested that after reviewing the technical changes, the Task Force could determine whether Amendment 10-related modifications concerning constitutional officers should be consolidated with the general technical changes or whether constitutional officers' items should stand alone as a separate ballot question, with technical changes forming an independent question. Chairman Kerbel noted the guiding principle that fewer ballot questions would be preferable for public clarity and understanding. He indicated this approach would also allow the Task Force to identify whether other substantive changes might fit into either category as discussions progressed.

B. Proposed Amendments/Revisions to the Home Rule Charter as recommended by the Constitutional Offices

Chairman Kerbel thanked Mr. Rosenthal and Mr. Montaldo for preparing the consolidated document containing all proposed changes for the Task Force's consideration.

Mr. Rosenthal clarified that the proposal represented a collaborative effort by all five constitutional officers, who had jointly reviewed and endorsed the presented language.

Mr. Rosenthal identified a typographical error in Section 1.01A(2 1), explaining that the strikethrough formatting should apply only to the double-bracketed phrase "and County officers," while the word "constitution" should remain intact.

Section 1.01A(4)

Chairman Kerbel indicated that based on discussions from the previous Task Force meeting, concerns had been raised about striking the phrase "provide traffic control" from Section 1.01A(4). He noted the Department of Transportation and Public Works (DTPW) was present to provide comment on the County's traffic engineering and traffic control functions.

Chairman Kerbel opened the floor to the Department of Public Works Administration to comment regarding the County's traffic engineering and traffic functions.

Mr. Phil Edwards reported that the department had conducted a comprehensive review of Florida Statutes, the charter, and the County Code. Based on this analysis, the department concluded that "traffic control" referred specifically to traffic infrastructure which included the design, planning, operation, and construction of traffic control devices such as signs, signals, and markings, all functions performed by County engineers.

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Given these findings, Mr. Edwards recommended maintaining the current charter language, which granted the Board jurisdiction over these operations through the DTPW. He further clarified that was in contrast to traffic enforcement, the process of enforcing compliance with traffic control devices, which fell under the Sheriff's Office's jurisdiction.

Ms. Stephanie Daniels inquired whether specifying "traffic control infrastructure" would more effectively distinguish between the two functions and provide greater clarity.

In response, Chairman Kerbel initially suggested retaining "provide traffic control" in the charter while simply striking "and central crime investigation." He offered this as an alternative option for the Task Force's consideration.

Ms. Daniels stated she would prefer to remove or strike "and police protection" from the provision as well, given that the Task Force was already considering the removal of "central crime investigations." She argued for consistency in addressing both elements.

Chairman Kerbel sought clarification on Ms. Daniels' proposal, observing that "police protection" appeared earlier in the provision alongside "central records, training, communications, and police protection." He noted this clarification was essential to the full understanding of the precise language that would be modified by the suggested revision.

ACA Valdes reminded the Task Force that he remained available to provide legal opinions distinguishing between changes mandated by Amendment 10 and those representing discretionary policy decisions.

Chairman Kerbel asked ACA Valdes to categorize the proposed modifications to Section 1.0 I A(4) according to this framework.

ACA Valdes explained that based on discussions from the previous Task Force meeting, "traffic control" could encompass a broader definition beyond exclusively law enforcement functions, consistent with the department's recent clarification. He stated this language was not required to be removed under Amendment 10. In contrast, ACA Valdes confirmed that "central crime investigation" constituted a function performed by the Sheriff and would need to be addressed in the charter, as it was no longer a County function.

Regarding the provision's final portion concerning a "uniform system for fire and police protection," ACA Valdes referenced Section 1.0 I A(I8) of the charter, which addressed the Board's authority to establish minimum standards within municipalities. He noted that while the County no longer operated its own Countywide police department, it retained the ability under its home rule charter to regulate or set minimum standards for municipal police departments. Consequently, ACA Valdes stated this language would not require complete deletion but rather

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would be narrowed in scope to apply only to establishing minimum standards for municipal police departments, an authority that remained valid post-Amendment I 0.

Chairman Kerbel questioned whether the phrase "and police protection" in the first line should be stricken to maintain consistency with Amendment I 0.

ACA Valdes clarified that certain listed functions remained County responsibilities despite Amendment I 0. He noted that communications for police protection, such as the 911 system, continued under County jurisdiction. Similarly, the County retained responsibility for providing facilities to the Sheriff, including central records and training facilities. While the County did not directly manage police records, it provided the infrastructure for accessing them and the physical facilities where these functions occurred. Based on this analysis, ACA Valdes advised that these provisions did not require deletion.

ACA Valdes explained that State law could evolve over time, while the charter required a general election to amend. He noted that provisions currently embedded in State law represented only a snapshot of requirements at that moment. Since State law could change but charter amendments demanded voter approval, maintaining flexibility in the charter language would allow the County to adapt to future statutory changes without requiring repeated charter revisions through the ballot process.

Discussions ensued among the Task Force members regarding the decision-making process and scope of review. Clarification was sought on whether the County would present alternative language options or if the Task Force intended to make immediate decisions on the provisions being considered. Additionally, questions were raised about whether the deliberations would be limited to the constitutional officers' proposed version alone, or if the Task Force would also hear and consider the County administration's position.

Chairman Kerbel stated his understanding from previous conversations was that the administration might not take specific positions on all provisions, but they could comment if they wished.

It was confirmed that the administration had relevant departments present to respond to specific suggested revisions. He explained that as suggested changes were presented, the administration would consult appropriate departments for feedback, and if departments felt edits needed to be reviewed or had supervisory concerns, they would present their positions to the Task Force.

Chairman Kerbel opened the floor to representatives from the Constitutional Officers to provide comment on the provision. However, no one from the Constitutional Officers came forward to speak on the matter.

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Ms. Daniels inquired whether the reference to "police protection" in the language fell within the department's operational scope.

Discussion ensued regarding the phrase "provide traffic control and central crime investigation" and it was suggested that these functions were intended for police operations rather than County departments.

Ms. Escarra proposed specifying "traffic control infrastructure" to distinguish between the County's infrastructure responsibilities and law enforcement activities, noting that police involvement would be necessary during emergency situations.

Mr. Edwards explained that the department's principal objective was eliminating ambiguity between "traffic control" and "traffic enforcement," with enforcement clearly under the Sheriff's Office jurisdiction. He stated the department considered the existing language sufficiently clear and consistent with traffic control definitions established in Florida Statutes and County code. He emphasized that the department did not wish to alter its comprehensive approach to managing traffic infrastructure, which encompassed planning, design, implementation, construction, and regulation of traffic control devices including signs, signals, and markings.

Commissioner Moss proposed simplified language stating "provide traffic control but not enforce" as a potential resolution to the concerns raised.

Mr. Edwards confirmed that retaining "traffic control" as written would be acceptable to the department. He explained that the County Code contained multiple sections with detailed provisions defining traffic control more broadly to encompass how the department planned, designed, implemented, constructed, and regulated traffic infrastructure, including signs, signals, and traffic control devices. He emphasized that the department wished to preserve this established framework for managing traffic infrastructure operations.

Mr. Eikenberg moved that in Section I.01 A(4), working from the constitutional officers' joint proposal, the Task Force reinstate "provide traffic control" and strike "and central crime investigation."

Chairman Kerbel proffered a friendly amendment to add "provide traffic control but not enforcement" which was accepted by Mr. Eikenberg.

ACA Valdes clarified that enforcement could occur by entities other than law enforcement officers such as Fire Rescue personnel at the scene of a crash. He suggested that if clarification was desired, specifying "enforcement by law enforcement" would be more precise to distinguish it from the Sheriffs Office's law enforcement functions.

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Mayor Dieguez questioned whether adding new language to the charter provision might confuse voters and asked ACA Valdes whether it would be better to retain the existing charter language rather than introduce additional text that could create ambiguity on the ballot.

Chairman Kerbel withdrew the friendly amendment and proposed instead to retain "provide traffic control" and strike "and central crime investigation."

Ms. Daniels noted that the final sentence of the paragraph also required consideration.

Chairman Kerbel explained the Task Force was addressing the provisions sequentially, but Ms. Daniels could make a motion on the entire section if preferred.

Ms. Daniels noted that the final sentence of the paragraph also required consideration.

Chairman Kerbel explained they were addressing the provisions sequentially. However, he indicated Ms. Daniels could make a motion addressing the entire Section 1.01A(4) if she preferred that approach.

Mayor Stephen Losner raised a concern about the language in the first sentence of Section 1.01A(4). He questioned whether the word "police" should be struck from the phrase "provide central records and training for police." He reasoned that if the County was providing central records and training for police, this might not accurately reflect the intended meaning, particularly given that the provision also addressed two separate systems of public records requests.

Mayor Losner explained that the City of Homestead police department maintained its own records due to their sensitive nature, and public records requests were handled directly through the police department rather than through the municipal clerk. Based on this operational structure, he suggested that maintaining constitutional separation would require striking "for police" from the first line of the provision.

Chairman Kerbel asked ACA Valdes to address this concern regarding central records and training.

ACA Valdes explained that under current State law, systems such as 911 remained a County responsibility, with the County required to designate a 911 coordinator in collaboration with the Sheriff. Consequently, communications for fire and police protection could continue as a County function under existing State law.

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ACA Valdes clarified that the central question was whether Amendment 10 mandated this change and stated that while the Task Force had discretion to recommend striking this language, Amendment IO did not require its removal.

Ms. Daniels asked for clarification about the specific wording in question.

ACA Valdes explained that under State law, the County retained responsibility for providing the physical facilities where these functions were conducted. He noted that the Sheriff and other constitutional officers lacked independent authority to lease property in their own names. As a result, the County remained obligated to provide facilities for constitutional officers' operations.

ACA Valdes further clarified that whether addressing central records facilities, communications and 911 buildings, or training facilities, all such infrastructure had to be provided by the County under existing legal requirements.

Chairman Kerbel asked whether adding the phrase "to the extent consistent with the constitution or State law" at the end of the provision would adequately address the concerns raised.

ACA Valdes responded that such language could be added, but noted that the charter was always interpreted in conjunction with constitutional and State law requirements. He explained that this represented an ongoing obligation the County currently maintained, meaning the additional clarifying language was not strictly necessary.

Commissioner Moss requested clarification on what "provide central records, training, and communications" actually entailed. He asked whether this referred to physical facilities and space, whether the County was responsible for providing actual training content, and whether the language provided adequate clarity.

ACA Valdes responded that the provision could encompass all of these elements, depending on how the County chose to manage these functions but at minimum, the County was required to provide the physical facilities for these operations. He noted that when these provisions were originally drafted, the County operated its own police departments, giving the County a broader operational role than it held under the current structure with the Sheriff's Office. However, the County retained responsibility for providing the facilities where records management, training, and communications activities took place.

Commissioner Moss asked if the County was responsible for providing training to police and fire personnel.

ACA Valdes clarified that fire training remained a County function, but police training was provided by the Sheriff.

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Commissioner Moss asked for clarification on whether "communications for fire and police" referred specifically to the 911 system that the County oversaw.

ACA Valdes confirmed the 911 system could fall under that category, though he acknowledged there were likely other communication systems used exclusively by police that would not necessarily be operated or managed by the County except through contracts to manage them on behalf of the Sheriffs Office. He confirmed the 911 system in particular was a County responsibility and invited input from the Sheriffs Office.

Mr. Erik Morales stated that the Sheriffs Office shared a similar interpretation of the provision. He advised that the office opposed removing "police protection" because it could encompass providing central records locations and communications functions. Mr. Morales acknowledged that training was less clearly connected, but the Sheriffs Office concluded it should remain in the provision.

Ms. Daniels expressed confusion about the provision's structure. She noted that while the County Attorney explained the County could provide facilities for the Sheriff, the provision's final language already addressed this by stating the County shall provide fire stations, jails, and related facilities. She observed this was currently accomplished through Sheriffs Office police stations throughout the County. Ms. Daniels questioned the necessity of retaining "police protection" in the earlier part of the provision, though she acknowledged its inclusion if deemed necessary.

Ms. Escarra proposed an alternative approach: creating one dedicated sentence addressing all police-related matters, with remaining County functions addressed separately. She argued this structure would provide greater clarity and simplicity. Ms. Daniels expressed concern that terms like "police protection" and "training" could be misinterpreted as circumstances changed over time. Given the complex legal landscape with multiple attorneys potentially offering differing interpretations, she suggested a clearer organizational structure would better serve future readers of the charter.

Chairman Kerbel recommended making minimal changes to Section 1.01A(4), which addressed the County's powers and duties. He stated traffic control must remain in the charter because it described a necessary County function and explained this section enumerated County powers rather than mandatory duties.

Chairman Kerbel proposed three specific modifications to Section 1.01A(4). First, retain "provide traffic control" in the charter language. Second, strike "and central crime investigation" because this function fell under the Sheriffs constitutional authority. Third, retain "any police protection" but insert the word "municipal" before it.

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Chairman Kerbel explained this approach would preserve County authority to establish Countywide standards for municipal police departments while properly recognizing the Sheriff's exclusive jurisdiction over central crime investigations.

Discussion ensued among the Task Force members regarding the proffered friendly amendment and Commissioner Moss' earlier suggestion to add language "but not enforcement," which had previously been accepted.

Chairman Kerbel withdrew his initial suggestion to add clarifying language such as "but not enforcement" to the charter's "provide traffic control" provision in Section I.01A(4), and supported keeping "provide traffic control" in its original form while striking only "and central crime investigation," concluding that retaining familiar charter language with established interpretation was preferable to introducing new phrases that might complicate voter comprehension or create unintended legal ambiguities.

Commissioner Moss stated he was comfortable not including the enforcement language, but expressed concern that at some point in the future, disagreements might arise where parties would reference the charter with different interpretations. He emphasized that while he understood the desire to minimize changes, he believed clarifying the difference between the Sheriff's Office functions and County functions was important. Commissioner Moss commented that the County was navigating uncharted territory with constitutional officers now functioning as separate entities. He expressed concern that ambiguous charter provisions could lead to future litigation when different parties offered competing interpretations of the language.

Chairman Kerbel inquired whether adding the qualifier "but not law enforcement" after "traffic control" would create any complications for the provision.

Mr. Edwards responded that the department would prefer keeping the language as written. Addressing Commissioner Moss' concerns, he stated that DTPW would work with the Sheriff's Office as needed through interlocal agreements to address any jurisdictional issues.

Hearing no further questions or comments, Chairman Kerbel moved to: 1. Retain "provide traffic control,"; 2. Strike "and central crime investigation,"; and 3. Retain "any police protection" but insert "municipal" to read "municipal police protection." This motion was seconded by Mr. Eric Eikenberg and upon being put to a vote, the motion passed by a vote of 10-1 (Ms. Wakefield voted "no").

Section 1.01A(19)

Chairman Kerbel requested clarification as to whether the revised language would adequately address situations where State law changed. Specifically, he asked whether the provision would

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permit the County Commission to exercise authority over functions if State law were to change in the future.

ACA Valdez confirmed that the proposed amendment to Section 1.01, Subsection 19 included language stating the Board would have no power to abolish or impair the jurisdiction of County constitutional officers "except as otherwise provided by the Constitution or by general law, except as set forth therein."

When asked whether this language would allow the County Commission to exercise authority over constitutional officers if State law changed in the future, ACA Valdez explained that if general law provided the Board with specific authority to regulate or direct certain powers and duties of County constitutional officers, that authority would be available to the Commission under the charter.

ACA Valdez clarified this provision was forward-looking and noted it would not only preserve any current statutory authority the Board had over constitutional officers in limited circumstances, but would also apply to any future State laws that might grant such authority.

Mr. Rosenthal emphasized that the proposed charter language also served to protect and preserve existing State law provisions that currently granted the Board limited authority over constitutional officers.

Mayor Losner moved to approve Section 19 as proposed to strike language about abolishing constitutional officers and add language about not impairing jurisdiction. This motion was seconded by Mr. Eikenberg, and upon being put to a vote, passed 11-0 (Mr. Jose Jimenez, Mayor Andre D. Pierre, Mayor Crystal Wager, and Senator Alexis Calatayud were absent).

Section 1.01A(20)

Referencing the proposed changes to strike "reports of all county officers"; Chairman Kerbel questioned whether commissioners and the mayor were also considered "County officers."

ACA Valdes confirmed that the term "County officer" was broader than just County constitutional officers and also included County commissioners, the mayor, and other individuals who acted on behalf of the County as officers but were not necessarily County employees.

Chairman Kerbel expressed concerns about the change being overly broad.

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Mayor Dieguez moved to reject the proposed changes to Subsection 20. The motion was seconded by Mr. Eikenberg, and upon being put to a vote, passed 11-0 (Mr. Jose Jimenez, Mayor Andre D. Pierre, Mayor Crystal Wager, and Senator Alexis Calatayud were absent).

Section 1.01A(21)

The Task Force moved to consider Section 1.01A(21) noting the correction as previously stated by Mr. Rosenthal.

Commissioner Moss moved to accept the proposed changes. This was seconded by Ms. Escarra.

ACA Valdes noted that "County officers" in this subsection represented a broader definition than just County constitutional officers, which was something for the Task Force to consider.

Chairman Kerbel asked whether there were powers and privileges granted under State law to County commissioners or the County mayor that would be affected by removing the reference to "County officers" in this provision.

Assistant County Attorney Valdes responded that he could not identify any specific instances at that time.

ACA Valdes further noted that pursuant to Amendment I0, to the extent that duties and functions resided with county constitutional officers, there did not need to be a change in the charter to prohibit something Amendment IO already prohibited. He explained these provisions could already be read as written in conformity with Amendment IO because the power was not provided to the County commission under Amendment I0.

Chairman Kerbel inquired whether the proposed changes would be classified as consistent with Amendment IO but not required, referencing ACA Valdes's framework for categorizing charter amendments.

ACA Valdes confirmed the assessment.

Mr. Rosenthal contended that the Florida Constitution defined "county officers" as the five constitutional officers, and retaining this language in Section 1.01A(21) without modification would incorrectly suggest the Board could exercise powers belonging to constitutional officers through the home rule charter. He explained that the constitutional officers sought this amendment to eliminate potential confusion and prevent future attempts whether through legislative action or litigation, to claim County authority over powers that Amendment I0 explicitly reserved to constitutional officers. While acknowledging that "county officers" might

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refer to the mayor or commissioners, Mr. Rosenthal contended those individuals' duties were already encompassed by the term "counties" elsewhere in the paragraph. He concluded that leaving the provision unchanged would contradict Amendment 1 O's restrictions and create inconsistency with other charter revisions the Task Force was considering.

ACA Valdes responded that given the changes to subsection 19 as recommended, he did not necessarily think clarity was needed in subsection 21 as well, because there was already express language in subsection 19 stating "provided, however, there shall be no power to abolish the superintendent of public instruction or," with the revised language, "to abolish or impair the jurisdiction, responsibilities, powers or duties of the county constitutional officers."

Vice Chairman Redondo sought confirmation that subsection 19, which prohibited the Board from abolishing or impairing the jurisdiction, responsibilities, powers, or duties of county constitutional officers, already provided protection against any potential overreach that might be implied by the language in subsection 21.

ACA Valdes confirmed this was correct.

Chairman Kerbel asked whether it would be more appropriate to use "County Officers" with capital letters as a defined term versus "county officers" with lowercase letters.

ACA Valdes explained that officers were referenced elsewhere in the charter specifically as constitutional officers.

Mr. Rosenthal acknowledged that the charter was drafted before constitutional officers became separate entities, resulting in inconsistent capitalization of terms like "county officers." He disagreed with the County attorney's interpretation, arguing that subsections 19 and 21 served different functions. Subsection 19, he explained, prohibited the Board from impairing or abolishing constitutional officers' powers-essentially preventing the Board from interfering with constitutional officers' ability to perform their duties. Subsection 21, however, affirmatively granted the Board power to act independently, and under its current language, appeared to authorize the Board to exercise constitutional officers' powers directly. Mr. Rosenthal contended that subsection 19's protections did not fully constrain subsection 21's grant of authority, creating a problematic distinction between the two provisions. He concluded that retaining language suggesting the Board could exercise constitutional officers' powers would contradict the voters' intent in approving Amendment 10, which explicitly reserved those powers to the constitutional officers themselves.

Mr. Montaldo echoed Commissioner Moss's earlier point about the importance of providing clarity to constituents. He explained that the Clerk's Office regularly distributed copies of the home rule charter at meetings and events, and members of the public frequently referenced it

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when dealing with initiative petitions and other matters. Mr. Montaldo noted that while he understood legal positions sometimes required technical precision, if the Task Force could reach consensus on clear language that was legally sound, that clarity would benefit the public. He emphasized that constitutional officers like the Supervisor of Elections (SOE) and the Clerk routinely fielded questions from constituents about charter provisions, and ambiguous language created complications and frustration for residents trying to understand their rights and county processes.

Ms. Wakefield suggested creating a dedicated subsection for constitutional officers to improve clarity for residents, noting that while the mayor and commission had clearly delineated sections, constitutional officers were scattered throughout the charter. She explained that a layperson trying to understand their property appraiser's or tax collector's authority would benefit from a consolidated section rather than piecing together information from multiple provisions.

Responding to Chairman Kerbel's question whether she envisioned adding a definitional provision at subsection 19, where constitutional officers were first mentioned, Ms. Wakefield clarified she did not have specific language prepared but emphasized that such a section, whether through restating or consolidating existing provisions, would help voters clearly understand how constitutional officers differed from other county officials.

Ms. Escarra suggested the constitutional officers' counsel return with proposed definitional language. She asked whether "county officers" was defined anywhere as a specific term and whether there was an appropriate location in the charter to define both "county officers" and "county constitutional officers" with proper capitalization. Ms. Escarra noted that since the Task Force was reviewing provisions section by section and would need to modify various provisions throughout the charter, he wanted to ensure all necessary changes were captured correctly.

ACA Valdes noted that Chairman Kerbel had identified Section 9.01, which previously outlined the history of abolishing county constitutional offices and clearly required revision or deletion. He suggested this section presented an opportunity to insert definitional language clarifying who the "County Constitutional Officers" were, allowing that term to be used consistently throughout the charter. This would distinguish County Constitutional Officers who were subject to and impacted by Amendment 10, from "county officers", a broader category that could include the Board of County Commissioners, the mayor, or other officials within county government.

Ms. Escarra moved that the County attorney's office come back with proposed language that clarified "county officer," and "County Constitutional Officer," with proper case usage (upper case versus lower case) for the Task Force to consider at the next meeting. This motion was seconded by Mr. Robert Fernandez and upon being put to a vote, passed 11-0.

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Section 1.01A(21)

Chairman Kerbel stated that once the Task Force received the definitional provision clearly distinguishing "county officers" from "County Constitutional Officers," they should revisit subsection 21 to determine whether any modification was necessary.

Mr. Rosenthal indicated he did not believe changes would be necessary at that point.

It was moved by Mayor Dieguez to table Article 21 until the next CRTF to determine if changes were needed. This motion was seconded by Commissioner Moss and upon being put to a vote, the motion passed by a vote of 11-0 (Mr. Jose Jimenez, Mayor Andre D. Pierre, Mayor Crystal Wager, and Senator Alexis Calatayud were absent).

Section 1.05(C)

Chairman Kerbel directed the Task Force's attention to Section 1.05 and the proposed deletion of subsection (C). He deferred to ACA Valdes to clarify the nature of the proposed change.

ACA Valdes explained that this provision regulated County employees seeking elected office. He noted that the section had been previously reviewed during the 2018 charter review process and that its retention remained at the Task Force's discretion as deletion was not mandated by Amendment 10. ACA Valdes advised that the provision was originally designed to identify specific offices (the Board, the Mayor, the Clerk, and the Property Appraiser) for which County employees would be prohibited from running without taking a leave of absence, as these offices fell under County jurisdiction at that time.

Chairman Kerbel observed that if the underlying policy was to prevent County employees or officials from running for any County-related position without taking a leave of absence, the Task Force could maintain consistency by adding "or County Constitutional Officers" to the list rather than deleting the provision entirely.

Ms. Stephanie Daniels stated she would support adding constitutional officers to this section, thereby extending the requirement that County employees take a leave of absence before running for any constitutional office.

Chairman Kerbel proposed removing the specific references to the Clerk and Property Appraiser while adding "County Constitutional Officers" to maintain broader applicability without specifying individual offices.

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Ms. Daniels moved to approve Section 1.05(C) as amended-striking the specific references to Clerk and Property Appraiser, adding "or County Constitutional Officers," and removing the word "or" to properly connect the three listed positions. This motion was seconded by Ms. Escarra and upon being put to a vote, passed 11-0 (Mr. Jose Jimenez, Mayor Andre D. Pierre, Mayor Crystal Wager, and Senator Alexis Calatayud were absent).

Chairman Kerbel noted a grammatical error pointed out by Vice Chairman Redondo and confirmed it would be corrected to make Section 1.05(C) clearer.

Section 3.03

ACA Valdes confirmed that the proposed changes to this section were required by Amendment 10.

Hearing no questions or comments from Task Force members, Commissioner Moss moved to approve the section as proposed. The motion was seconded by Vice Chairman Redondo, and upon being put to a vote, the motion passed 11-0 (Mr. Jose Jimenez, Mayor Andre D. Pierre, Mayor Crystal Wager, and Senator Alexis Calatayud were absent).

Section 3.04

Chairman Kerbel questioned whether Section 3.04(A) should be kept in the charter or if candidate qualification procedures should instead default to general law.

County Attorney Valdes explained that under the Home Rule Amendment of the Florida Constitution, Miami-Dade County had authority to establish its own election methods for County Commissioners, including distinctive features like nonpartisan elections. However, the central question that emerged during the discussion concerned which official would serve as the "qualifying officer" for candidates.

Chairman Kerbel inquired whether the change from Clerk of the Circuit Court to Supervisor of Election was governed by Amendment 10.

ACA Valdes explained that much of the work was performed by a SOE employee deputized by the Clerk.

Discussion ensued about the possibility of changing the language to read "Clerk of the Board."

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Mr. Rosenthal contended that Amendment IO altered the legal framework governing this issue. He noted that Amendment IO's language, "notwithstanding the Home Rule Amendment", explicitly prohibited the transfer of duties assigned to the SOE under State law and advised that since State law designated the SOE as the qualifying officer for candidates, any charter provision assigning this duty to another officer, such as the Clerk of the Board, would violate Amendment IO.

Mr. Rosenthal cautioned that if the charter continued to designate the COCC as the qualifying officer, any candidate who qualified through the Clerk rather than the SOE could face legal challenges. He pointed out that an independent party could file a lawsuit arguing that such a candidate was not properly qualified and therefore ineligible to appear on the ballot, potentially voiding an election.

Commissioner Moss asked with the proposed changes was consistent with Amendment IO.

ACA Valdes noted that the "method of election" provision in the Home Rule Amendment had historically granted Miami-Dade County significant discretion. However, after considering the specific "notwithstanding" language in Amendment IO referenced by Mr. Rosenthal, ACA Valdes acknowledged the complexity of the matter and indicated that while he believed the charter language needed to be changed to remove the reference to the Clerk of the Circuit Court, he wanted to conduct additional research on how Amendment IO's "notwithstanding" clause interacted with the Home Rule Amendment's method of election provision. ACA Valdes pointed out that this was particularly important because Miami-Dade County's unique election system--including nonpartisan primaries in August with November runoffs--depended on the authority granted by that provision.

Chairman Kerbel maintained that the charter required the removal of the reference to "Clerk of the Circuit Court" as it was not permitted by Amendment IO.

Mr. Montaldo stated in the event a petition for candidate qualification under the current charter language, which designated the Clerk of the Board as the qualifying officer, the office would promptly initiate a declaratory action with the court to seek clarification.

Discussion ensued as to whether the filing fee should be set by the charter or general law, the petition alternative to paying the fee (Section 3.04(8)), and whether the charter could mandate specific petition verification procedures for the SOE beyond state law.

Mr. Rosenthal clarified that while the charter could set parameters such as petition deadlines and qualification periods, it could not impose procedures on the SOE that conflicted with State law.

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Recognizing the legal complexity and the need for additional research, Mr. Eikenberg moved to table Section 3.04(A) until the next meeting. This motion was seconded by Commissioner Moss and upon being put to a vote, passed 11-0 (Mr. Jose Jimenez, Mayor Andre D. Pierre, Mayor Crystal Wager, and Senator Alexis Calatayud were absent).

Chairman Kerbel requested that when the item returned, the County Attorney provide clarifying language consistent with general law, particularly addressing whether the charter should state that candidates "shall qualify in accordance with the requirements of general law" rather than specifying a particular qualifying officer. Chairman Kerbel also asked for an analysis on whether the filing fee should be set at a specific amount in the charter or should instead follow general law provisions, and how the petition qualification alternative should be structured to remain consistent with the SOE statutory duties.

Article 5

Chairman Kerbel directed the Task Force's attention to Article 5 and the proposed deletion of Section 5.03, asking whether these changes were required by Amendment 10 due to the Comptroller function.

ACA Valdes confirmed that modifications were required and explained there were several ways to address the matter while preserving the Clerk's Comptroller functions. He noted that the Charter could require a budget department or Office of Management and Budget (OMB) as a charter-required department, while other departments could be created at the Mayor's discretion and funded by the Board, provided they did not impede on the Clerk's audit or Comptroller functions.

Chairman Kerbel asked whether the administration believed the Charter should require a specific office to address financial matters.

Ms. Demetria Henderson indicated that the administration was comfortable maintaining the Mayor's existing discretion to create or adjust departments as currently outlined in the Charter. She offered to provide an update at the next meeting.

Ms. Escarra noted that while Section 5.03 addressed financial administration another section already contained procedural provisions, suggesting potential redundancy.

In response to Commissioner Moss's question about whether financial matters would be solely at the Mayor's discretion, ACA Valdes clarified that the Florida Constitution and State law

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designated the COCC custodian of county funds and county auditor. He explained that finance functions previously performed by the Finance Director were now performed by the Clerk.

Mr. Montaldo concurred with ACA Valdes and clarified an important distinction: the Clerk also served as accountant for the Board, a role with limited legal flexibility. He explained that State law and the Constitution had established firm requirements regarding these functions, particularly the Clerk's roles as custodian of County funds and accountant for the Board. Mr. Montaldo acknowledged that conflicts over constitutional powers would inevitably arise and be tested as part of the checks and balances system inherent in the separation of powers established by Article V of the Florida Constitution.

Ms. Barbara Galvez noted that the Constitution allowed for appointment of a Budget Officer and asked whether this was addressed in the Charter. She suggested that OMB could fall under Article S's list of charter-required departments.

Commissioner Moss moved to table Article 5.03 to the next CRTF meeting. This motion was seconded by Ms. Escarra and upon being put to a vote, passed 11-0 (Mr. Jose Jimenez, Mayor Andre D. Pierre, Mayor Crystal Wager, and Senator Alexis Calatayud were absent).

Article 5.04

ACA Valdes confirmed that the deletion of certain provisions was required by Amendment 10.

Regarding the proposed changes to Section B (the newly created "B"), ACA Valdes explained that state law allowed the County to collect certain taxes through the Regulatory and Economic Resources (RER) Department, while other taxes must be collected by the Tax Collector. He noted that the Charter's current language stating "all County and municipal taxes shall be collected by the Tax Collector in accordance with state law" was broader than Amendment 10 required, since State law permitted the County to collect some taxes directly.

Responding to Chairman Kerbel's request for examples of County-collected taxes, Mr. Lafarga confirmed that RER collected convention and tourism taxes. He explained that during the transition from the Tax Collector Department to the elected Office of the Tax Collector, the administration reviewed which taxes were currently collected by RER and which were mandated by State law to be collected by the Tax Collector. He noted that local business taxes were determined to be mandated for collection by the Tax Collector.

Mr. Gomez added that in addition to convention and tourism taxes, RER collected the food and beverage optional tax benefiting the homeless and domestic violence prevention under the same

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statutory provision. He expressed partial agreement with the statute designating the Miami-Dade County Office of the Tax Collector as the "appropriate tax collector" and emphasized the need for contractual agreements between the Tax Collector and the County for certain duties. Mr. Gomez recommended adding the term "property taxes" to this Charter section for clarity.

Chairman Kerbel suggested limiting the language to "property taxes" and asked whether the revision should explicitly preserve the County's authority to collect certain taxes.

Mr. Gomez confirmed there was no preference from the Tax Collector's Office on this point.

ACA Valdes clarified that "county and municipal taxes" in this context referred to ad valorem taxes collected on behalf of cities or municipalities. He explained that without this clarity, the deletions could create ambiguity regarding taxes the County collected independently. ACA Valdes recommended revising the language to state "all county and municipal ad valorem taxes shall be collected by the Tax Collector" to satisfy Amendment 10's requirements.

Chairman Kerbel asked whether the "ad valorem" qualifier should be added to other sections referencing delinquent municipal taxes and tax revenues collected.

ACA Valdes recommended consulting with the administration, Budget Office, or Tax Collector's Office before making such changes.

Mr. Gomez noted there were additional taxes addressed in the County Code and requested specificity regarding the Tax Collector's responsibilities under the Charter, emphasizing that state law was already clear. He indicated no objection to narrowing the Charter's scope if needed.

Ms. Escarra suggested adding language such as "unless such tax may be collected by the County and the municipality by general law" to avoid unintentionally conflicting with general law by being overly specific.

Chairman Kerbel proposed the following revised language: "All county and municipal ad valorem taxes are collected by the Tax Collector in accordance with state law," ending the sentence there and deleting the remainder. He suggested that other tax collections would be governed by general law.

Chairman Kerbel confirmed with Mr. Gomez that the provision stating the tax year began January 1st would remain.

In response to Mayor Losner's suggestion to add "personal property tax," Mr. Gomez clarified that this was unnecessary because personal property tax was an ad valorem tax and therefore already covered by the revised language.

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Vice Chairman Redondo moved to approve Section 5.04 as amended. This motion was seconded by Mr. Eikenberg, and up on being put to a vote, passed 11-0 (Mr. Jose Jimenez, Mayor Andre D. Pierre, Mayor Crystal Wager, and Senator Alexis Calatayud were absent).

Article 6

Chairman Kerbel noted that a separate meeting would be dedicated to discussing municipalities, annexations, and incorporation, and suggested creating a separate charter section for these topics. He observed that the proposed changes to Article 6 regarding municipal boundaries appeared to be required by Amendment 10, with the exception of paragraph 7.

Mr. Montaldo identified a typographical error in Section 6.05(B)(1), noting that the phrase "if the Clerk" at the beginning of the last sentence should read "if the County" to maintain consistency with other approved changes.

ACA Valdes reviewed the proposed changes to Section 6.03 concerning election timeframes and noted the original language stated "or at such other time that the SOE provide for such election." He explained that this language was broader than required by Amendment 10 or State law and clarified that a County Commission or municipal governing body could not call a special election until notice was given to the SOE and consent was obtained regarding a date when registration books were available. ACA Valdes distinguished this requirement from the proposed language, noting that "or at such time as the supervisor provides" implied greater discretion than simply confirming whether registration books and equipment were actually available.

Chairman Kerbel proposed clarifying the language to read "or at such other time the Supervisor of Elections confirms is available for such election."

ACA Valdes agreed this language would be consistent with Florida Statute.

Mr. Rosenthal supported the proposed language but explained it was drafted broadly to prevent situations where election resources might be unavailable during the charter-specified timeframe. He illustrated a scenario where a municipality had completed extensive preparatory work to place an item on the ballot, only to find the SOE unavailable to conduct the election within the charter's required timeframe. Without flexible language allowing an alternate date, he argued, the election might never occur. Mr. Rosenthal explained that the proposed language would allow the supervisor to propose an alternate date if the charter-specified timeframe proved infeasible, preventing the municipal incorporation process from being entirely derailed by scheduling constraints.

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Chairman Kerbel expressed confusion about why the SOE could not simply confirm availability for a date three days outside the specified window.

Mr. Rosenthal provided a detailed example: Section 6.03 required elections to be held between 60 and 120 days after certain triggering events. However, if redistricting or re-precincting occurred due to reapportionment during that 60-120 day period, all election equipment would be offline, making it impossible to conduct the election. Under restrictive language requiring only "confirmation of availability," if the supervisor could not confirm availability during the 60-120 day window, one could argue the election would never occur. His proposed language-"or at such other time as the supervisor confirms availability for such election"-would allow the election to proceed outside the specified window when circumstances prevented holding it within the required timeframe.

Following extensive discussion, Chairman Kerbel agreed with Mr. Rosenthal's proposed language: "or at such other time as the Supervisor confirms availability for such election."

Mr. Rosenthal emphasized this language was necessary when availability could not be confirmed during the charter-specified window.

ACA Valdes confirmed the language was consistent with State law, and Chairman Kerbel clarified the conforming changes should be made.

Commissioner Moss expressed concern about elections being postponed due to unforeseen scheduling issues.

ACA Valdes explained that State law prevented the County Commission from calling an election until confirmation of availability was received. He suggested adding language specifying "at the earliest possible time" to prevent delays beyond statutory timelines. He noted that prior to Amendment 10, this was less problematic because the SOE was a county department that could be directed by the County Commission. With the Supervisor now an independent constitutional officer, the confirmation requirement created potential for delay.

ACA Valdes proposed adding language such as "at the earliest possible time that the SOE confirms availability for such election" to ensure elections occurred as close to the charter-specified timeframe as possible while accommodating legitimate resource constraints.

Mr. Rosenthal acknowledged Commissioner Moss's concern and clarified that the SOE could not arbitrarily declare that resources were never available, as doing so would constitute a violation of state law. He noted that concerns about procedural fairness and proper resource allocation could apply in multiple contexts, referencing the upcoming discussion of Article 9 provisions regarding constitutional officers' ability to place items before the Commission.

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Chairman Kerbel confirmed the motion was to accept all proposed changes through paragraph 6, excluding paragraph 7 which would be discussed separately.

Mr. Fernandez moved to adopt the alternative language for the election scheduling as proposed with the new language. This motion was seconded by Ms. Escarra, and upon being put to a vote, passed 11-0 (Mr. Jose Jimenez, Mayor Andre D. Pierre, Mayor Crystal Wager, and Senator Alexis Calatayud were absent).

Article 6 - Paragraph 7

Chairman Kerbel directed the Task Force's attention to paragraph 7, explaining that this provision required separate discussion due to its unique implications following the transition of law enforcement functions. He noted the existing charter language required new municipalities to contract with the County for local police patrol services for a minimum of three years. Chairman Kerbel advised that the proposed change would update this requirement to mandate contracting with the "Sheriff" instead.

Ms. Daniels explained that this requirement had long been standard practice, ensuring new municipalities had access to police services through the Sheriff's Office while they worked to establish their own departments.

In response to Commissioner Moss's question about the timeline for establishing an independent police department, Ms. Daniels clarified that the process often took a minimum of three years and that separating from Sheriff's Office services was very expensive if a municipality later chose that path.

Ms. Daniels moved to approve the proposed change, updating the language from "Miami-Dade County" to "Sheriff." Commissioner Moss seconded the motion, and upon being put to a vote, passed **11-0** (Mr. Jose Jimenez, Mayor Andre D. Pierre, Mayor Crystal Wager, and Senator Alexis Calatayud were absent).

ACA Valdes recommended that for stylistic consistency, the charter should use the official term "Miami-Dade County Sheriff's Office" rather than simply "Sheriff" throughout the document.

Chairman Kerbel concurred and directed that the standardized terminology be applied consistently throughout the charter's constitutional officers sections.

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Article 8

Chairman Kerbel directed the Task Force's attention to Article 8, noting it required the same availability confirmation language as discussed in Article 6.

Ms. Escarra indicated that if Task Force members had no comments on Sections 8.01 and 8.02, she would move to adopt both sections with the amended language for consistency throughout the charter.

Mayor Losner raised a separate issue regarding recall petition requirements in Section 8.02. He noted that the current charter required petitions to contain signatures from 8% of registered voters Countywide. He pointed out that given the County's single-member commission districts, this 8% countywide threshold could potentially exceed the total number of registered voters in a given district, effectively precluding district-level recalls. Mayor Losner suggested modifying the requirement to apply the percentage on a district level, such as 10% of registered voters within the district to which the recall applied, while maintaining the 8% Countywide standard for mayoral recalls.

Chairman Kerbel acknowledged Mayor Losner's suggestion but indicated that discussion regarding restructuring County government provisions, including recall thresholds, would be held at a future meeting dedicated to that topic.

Ms. Escarra moved to approve Sections 8.01 and 8.02 with the amended "confirmation of availability" language applied consistently throughout the charter. Mr. Granado seconded the motion and upon being put to a vote, passed 10-0 (Ms. Stephanie Daniels, Mr. Jose Jimenez, Mayor Andre D. Pierre, Mayor Crystal Wager, and Senator Alexis Calatayud were absent).

ACA Valdes confirmed that Section 8.02 included the deletion of the Property Appraiser from the recall provision, as required by Amendment 10.

Article 9

Chairman Kerbel directed the Task Force's attention to Article 9, noting that Section A appeared straightforward, as did Section C based on prior discussions. He indicated that Section B was where substantive action would occur.

Commissioner Moss stated he had researched comparable provisions in other jurisdictions and could not find any major county or city that allowed constitutional officers the authority proposed in Section B. He noted that his research revealed no other major jurisdictions

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permitting constitutional officers to place items directly on their legislative body's agenda. He emphasized that at the State level, the legislature controlled its own agenda, meetings, and legislation, with constitutional officers working collaboratively without charter mandates requiring access. Commissioner Moss asserted that the County commission, as the County's legislative body, should maintain control over its proceedings and agenda and moved to strike Section B while accepting Sections A and C.

Mr. Eikenberg requested clarification regarding the need to include Section B.

Mr. Rosenthal responded that the provision was designed to address concerns about potential actions by future boards rather than current practices. He clarified that the central question was whether Miami-Dade County, as Florida's largest county, should ensure constitutional officers could access the Board when State law required Board cooperation to fulfill their statutory duties. Mr. Rosenthal illustrated potential problems through scenarios where procedural delays, such as a commissioner's hold on an item or a future Commission Chair declined to schedule time-sensitive matters like automatic homestead exemption renewals which could adversely affect taxpayers and property owners Countywide. Mr. Rosenthal explained the proposal had two components, the first being the right to be heard before the Board, and the second, the ability to request agenda placement at the next meeting when State law mandated Board action. While acknowledging the second element was more expansive, he argued both were essential to protecting taxpayers' interests and ensuring constitutional officers could fulfill their state-mandated responsibilities.

Mr. Montaldo highlighted the transfer of financial functions from County administration to the Clerk as a constitutional officer under Amendment 10. He explained that given the size and volume of funds the County handled daily, if a critical financial matter arose and could not be addressed immediately by the Board, particularly under future boards, any gamesmanship or delay could prejudice the financial integrity of the County and harm taxpayers. He urged the Task Force to consider that leaving the matter ambiguous could create emergencies detrimental to the County's constituents.

Ms. Barbara Galvez explained that situations arise requiring the Clerk to provide reporting information to the Board regarding County financial stability, budgetary impacts, or procurement matters affecting departmental budgets. She noted that while the Clerk could distribute written memos to all Board members, there was no guarantee that commissioners or appropriate staff would review them promptly. This uncertainty was why the Clerk sought the ability to formally place such reports on the Board's agenda.

In response to Chairman Kerbel's comments that the language extended past placing reports on an agenda but also spoke to creating legislative action items, Ms. Galvez clarified that the COCC

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primary focus was being provided the opportunity to provide relevant reports on the agenda and not about changing legislation.

Mr. Gomez explained that State law required the Board to act annually on behalf of the Tax Collector. Due to Miami-Dade County's size and the substantial number of property valuation appeals before the Value Adjustment Board (VAB), the final certified tax roll frequently was not available to the Tax Collector for collection purposes until the following calendar year. He noted the Tax Collector's Office had historically appeared before the Board requesting authorization to extend the tax roll for collection pending VAB completion. Mr. Gomez emphasized this was a concrete example of why constitutional officers needed the ability to bring matters requiring Board action to the Board's attention when State law mandated Commission action for the exercise of constitutional officers' responsibilities, powers, and duties.

Chairman Kerbel questioned whether such procedures could be established through ordinance rather than charter amendment, noting that the Commission could adopt ordinances addressing these process issues if it chose to do so.

Vice Chairman Redondo provided perspective from his experience in the Florida Legislature. He noted that at the State level, cabinet officials including the Chief Financial Officer, Attorney General, and Governor could not compel the legislature to consider specific legislation. He explained that State agencies typically worked collaboratively with the legislature, with departments like the Department of Transportation, Department of Education, and Department of Children and Families requesting legislative packages annually that legislators may choose to sponsor. He observed that when disagreements arose at the State level, they were often resolved through the political process and elections. He noted that constitutionally, the Florida Legislature was only required to pass the budget every two years. While not endorsing this as the ideal approach, he suggested it represented a different model of separation of powers.

Chairman Kerbel noted that Broward County's charter provision allowing any person the right to be heard at commission meetings might address the first sentence of the proposed language regarding constitutional officers' ability to be heard, since constitutional officers could theoretically appear as members of the public; and asked whether the County's current rules limited public comment to items already on the agenda.

ACA Valdes confirmed that the charter contained a Citizens' Bill of Rights providing any member of the public the ability to be heard.

Chairman Kerbel opined there might be a distinction between general public comment (reasonable opportunity to speak), which was limited to items on the agenda, and what the proposed language would provide.

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Commissioner Moss reiterated his position that the County Commission functioned as the legislative body of the County, maintaining control over its own agenda and determining what matters are considered. He emphasized that at the State level, the legislature controls its agenda, meetings, and legislation, with other governmental entities having separate defined responsibilities. Commissioner Moss noted the strong cooperation between the current Board and constitutional officers, with the current chair recognizing them and allowing them to address issues of concern. He stated he did not anticipate this cooperative relationship changing and expressed confidence in its continuation. He articulated his view that County Commissions should maintain control over their own legislative processes and expressed concern that the provision may face challenges. He characterized Section B as having potential to create unintended complications.

Mr. Rosenthal responded that the State legislature might not provide an appropriate analogy because separation of powers operated differently at State and local levels. He noted that under the County's charter, the County Commission was designated as the "legislative governing body," not merely the "legislative body." He explained that at the State level, when the legislature establishes governing functions, it frequently imposed requirements on the executive branch to act within specified timeframes and to consider petitions and requests mandated by law. He clarified that the constitutional officers' request did not concern legislative functions such as adopting ordinances, but rather governing functions. Specifically, the request addressed matters the governing body must consider when State law required action by constitutional officers to fulfill their duties. He argued this involved governing authority rather than legislative authority, making the State legislature comparison unsuitable. He concluded by acknowledging that the current commission had been exceptional in providing access to constitutional officers, but emphasized that the proposed charter language would provide protection for future boards and future circumstances.

Commissioner Moss moved to strike Section Band to keep Sections A and C. This motion was seconded by Rebecca Wakefield.

Mr. Eric Eikenberg deferred to the Attorneys' to clarify the urgency of this section.

Mr. Rosenthal explained with the mass diversities within the State of Florida a provision was needed to allow the Board of County Commissioners (BCC) the authority to release holds to present time sensitive items to the BCC for consideration to prevent delays with progressing pertinent items in a timely fashion to best serve tax payers of Miami-Dade County. Counsel Rosenthal explained in essence this section dealt with reasonable opportunity for the right to be heard and the opportunity to request an item be placed on the next Board meeting agenda only when the State law requires.

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Commissioner Moss to accept sections A and C, but to reject section B. This motion was seconded by Ms. Wakefield and upon being put to a vote, the motion passed a vote of 9-1.

Sections 9.01 and 9.07-9.11

ACA Valdes sought clarification regarding proposed changes to Section 9.01, noting that the provisions currently written in present tense would need to be either rewritten in past tense for historical context or deleted entirely. He suggested the Task Force could add explanatory language providing historical context about Amendment 10, or alternatively delete the section.

Chairman Kerbel recommended deletion, indicating the historical language could be addressed when the item returned to the Task Force.

Chairman Kerbel directed members' attention to Section 9.07 and noted that Section 8.01(1), which had not been discussed during the meeting, referenced the Clerk of the Circuit Court receiving proposed ballot language. He observed this provision should be revised to reflect "Clerk of the Board" since the County Commission could assign duties to the Clerk in that capacity, and the change related to charter amendment procedures in Section 9.07.

ACA Valdes confirmed that Section 8.01(1) had not been included in the constitutional officers' proposed changes. He noted other charter provisions also referenced the Clerk of the Circuit Court and suggested making conforming changes throughout the charter to refer to "Clerk of the Board" where appropriate for consistency.

Mr. Montaldo clarified that the Florida Constitution designated the Clerk of the Court as ex-officio Clerk of the Board, and these provisions functioned together.

Chairman Kerbel emphasized the importance of ensuring the charter did not assign duties to offices unauthorized to perform those functions and advised that Section 8.01(1) language would be addressed at a future meeting.

Chairman Kerbel asked whether Task Force members had questions concerning Sections 9.07 through 9.11.

Regarding Sections 9.10 and 9.11, Commissioner Moss posed a hypothetical scenario asking whether the Mayor could request the Clerk take action on a problematic contract under the Clerk and Comptroller's exclusive auditing authority specified in State law.

ACA Valdes confirmed that the Mayor could request the Clerk's assistance as County auditor to perform those functions.

**FINAL OFFICIAL MINUTES
CHARTER REVIEW TASK FORCE
AUGUST 25, 2025**

ACA Valdes raised concern about proposed language stating the Clerk had "exclusive authority to perform audits as set forth in State law." He clarified this should specify "exclusive authority to perform internal audits," as State law under Section 125.01 permitted the County to hire independent auditors. He asked whether the provision needed clarification to preserve the County's ability to retain independent auditors.

Responding to Chairman Kerbel's question as to whether the statement was required, ACA Valdes replied it was not.

Ms. Escarra suggested the County Attorney's Office provide guidance on simplifying the language in Section 9.10.

Commissioner Moss moved to table Sections 9.09 through 9.11 pending further clarification on auditing authority.

Mr. Montaldo stated the Clerk's Office had no objection to clarifying the language and explained that auditor positions were established prior to Amendment 10. He acknowledged the complexity of different auditor roles but emphasized that State statute now prohibited duplication of functions with financial penalties attached. He stressed the importance of the Task Force and County eliminating any duplicate functions to avoid such penalties.

Commissioner Moss asked how the Clerk's Office was currently managing these issues following Amendment 10's implementation.

Mr. Montaldo responded that the Clerk relied on constitutional and statutory requirements, which case law had established clearly. He explained the Clerk considered input from the Board, administration, and public regarding areas requiring audit attention, noting there had been instances, such as the insurance trust fund audit, where public requests prompted full-scale audits.

Ms. Escarra expressed confusion about the various auditing roles and suggested spelling out distinct functions clearly to prevent duplication, noting the overlap was difficult to understand even for someone accustomed to reviewing complex documents.

Chairman Kerbel agreed and suggested tabling the auditing sections for discussion at the beginning of the next meeting along with revisions to Section 9.01.

ACA Valdes explained that the proposed language raised State law issues rather than solely Amendment 10 concerns. He noted that recent State law prohibited counties from duplicating services exclusively provided to constitutional officers. He explained "audit" could mean different things from internal compliance reviews of county procedures to full financial audits

**FINAL OFFICIAL MINUTES
CHARTER REVIEW TASK FORCE
AUGUST 25, 2025**

conducted by CPAs or accounting firms. ACA Valdes noted the county auditor function, commission auditor, and inspector general each performed different types of audits. He suggested the administration reach out to the relevant offices to clarify the distinctions and recommended the Task Force address several questions at the next meeting: defining what constituted an audit, distinguishing auditing roles among the various entities, identifying which audits fell under the county auditor's function, and determining which types of audits (financial, operational, or compliance) the county could still perform.

Sections 9.09 through 9.11 were tabled for the next CRTF meeting.

A. Staff Updates

Chairman Kerbel announced staff updates from today would be covered at the next meeting

B. Future Meeting Planning

Discussion ensued between Ms. Henderson and Chairman Kerbel regarding the approved meeting schedule, frequency and topics.

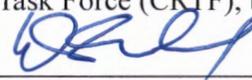
Chairman Kerbel outlined the agenda for upcoming meetings, noting that the next two sessions would address county government structure, providing an appropriate forum for Mayor Losner's discussion. He explained that each meeting would begin with staff updates and presentation of technical changes from prior sessions. Given the exploratory nature of governmental structure discussions, Chairman Kerbel indicated the proceedings would be more free-flowing, requiring Task Force members to collaborate in developing specific language and policy recommendations. He encouraged members to submit proposed language or discussion topics to staff for compilation and distribution to the Task Force in advance of meetings.

C. Future Meeting Dates

After discussion of available dates, the Task Force scheduled meetings for September 5th at 1:00 p.m. and September 17th at 1:00 p.m., both to be held in the Commission Chambers.

VII Adjournment

There being no further business to come before the Charter Review Task Force (CRTF), the meeting was adjourned at 1:12 p.m.



Chairman Dennis Kerbel
Charter Review Task Force



BOARD OF COUNTY COMMISSIONERS

Charter Review Task Force

August 25, 2025

Prepared by: Selena Hadley

EXHIBITS LIST

AGENDA ITEM NO.	DESCRIPTION
-	Charter Review Task Force (CRTF) Meeting Agenda dated August 25, 2025
-	Presentation – Review of Constitutional Officers in Florida Home Rule Charter Counties
-	Constitutional Officers’ Joint Proposed Required and /requested Amendment to the Charter to Conform with Amendment 10
-	BCC/Committee Meeting Assignments – September 2025
-	Letter of Correspondence from the Department of Government Efficiency dated August 4, 2025
-	Sexual Harassment Prevention Training Acknowledgment Form

Miami-Dade County Charter Review Task Force Agenda
Preliminary Version
Monday, August 25, 2025
10:00 AM
Main Library

- I. Roll Call
- II. Pledge of Allegiance
- III. Reasonable Opportunity for the Public to be Heard
- IV. Charter Matrix Presentation
- V. Agenda Items
 - A. Proposed Technical Changes
 - B. Proposed Amendments/Revisions to the Home Rule Charter as recommended by the Constitutional Offices
- VI. Comments/Discussion by Task Force members
 - A. Staff Updates
 - B. Other Discussion Items
 - C. Future Meeting Dates
- VII. Adjournment

Attachments:

- (1) Review of Constitutional Officers in Selected Florida Home-Rule Charter Counties
- (2) Proposed Revisions to the Home Rules Charter as Recommended by the Consitutional Offices

REVIEW OF CONSTITUTIONAL OFFICERS IN SELECTED FLORIDA HOME- RULE CHARTER COUNTIES

An Analysis of Charter Treatment in the
Top 5 Most Populous Counties

Office of Management and Budget
August 25, 2025



METHODOLOGY

Counties Selected*

- Broward, Hillsborough, Orange, Palm Beach, and Pinellas

Focus

- Reviewed how each County Charter references and addresses the roles, responsibilities, and structural integration of the five Constitutional Officers (COs): Clerk of the Circuit Court, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector

Sources Reviewed

- Most recent published County Charters

Key Areas of Analysis

- How each Charter references or addresses COs
- Whether COs can be heard at Board of County Commissioners (BCC) meetings
- Whether COs have the ability to place items on BCC agendas
- Whether Charters allow for interlocal agreements or contracts with COs for joint services or performance by one on behalf of the other

*Volusia County was not analyzed because their charter has not yet been updated to reflect a post-Amendment 10 structure. Their Charter Review is scheduled for 2026.

COUNTY INFORMATION

	<ul style="list-style-type: none"> • County Seat: Fort Lauderdale 	<ul style="list-style-type: none"> • County Population (2020): 1,944,375 	<ul style="list-style-type: none"> • Form of Government: Council Manager
	<ul style="list-style-type: none"> • Year Charter Established: 1975 	<ul style="list-style-type: none"> • Last Update to Charter: 2018; next update scheduled for 2030 	
	<ul style="list-style-type: none"> • County Seat: Tampa 	<ul style="list-style-type: none"> • County Population (2020): 1,459,762 	<ul style="list-style-type: none"> • Form of Government: Council Manager
	<ul style="list-style-type: none"> • Year Charter Established: 1983 	<ul style="list-style-type: none"> • Last Update to Charter: 2020; next update scheduled for 2025 	
	<ul style="list-style-type: none"> • County Seat: Orlando 	<ul style="list-style-type: none"> • County Population (2020): 1,429,908 	<ul style="list-style-type: none"> • Form of Government: Strong Mayor (with a County Administrator)
	<ul style="list-style-type: none"> • Year Charter Established: 1987 	<ul style="list-style-type: none"> • Last Update to Charter: 2024; next update scheduled for 2028 	
	<ul style="list-style-type: none"> • County Seat: West Palm Beach 	<ul style="list-style-type: none"> • County Population (2020): 1,492,191 	<ul style="list-style-type: none"> • Form of Government: Council Manager
	<ul style="list-style-type: none"> • Year Charter Established: 1985 	<ul style="list-style-type: none"> • Last Update to Charter: 2011; No specific scheduled date for update 	
	<ul style="list-style-type: none"> • County Seat: Clearwater 	<ul style="list-style-type: none"> • County Population (2020): 959,107 	<ul style="list-style-type: none"> • Form of Government: Council Manager
	<ul style="list-style-type: none"> • Year Charter Established: 1980 	<ul style="list-style-type: none"> • Last Update to Charter: 2024; next update scheduled for 2032 	



CLERK OF THE CIRCUIT COURT



Broward



1

- Defined as a Constitutional Officer
- **Section 3.03.G-** The Charter transfers all Clerk of the Circuit Court duties related to the County Commission to the County Administrator or designee, removing the Clerk's ex-officio role.
- **Section 3.06.B-** The Charter assigns the Clerk's fiscal and auditing duties to the County Administrator, who oversees the Finance and Administrative Services Department.
- **Section 11:08-** Subject to the Broward County Code of Ethics

Hillsborough



2

- **Sec. 1.02.** - The charter does not include reference to the Clerk and Comptroller.
- **Sec. 4.10.** - Establishes a County Internal Auditor to conduct audits that may include all aspects of the Charter Government and its offices and its officials.

Orange



3

- **Sec. 702.** - Clerk must receive proposed Charter changes for elections by qualifying deadline for ballot inclusion.
- **Sec. 712.** - Subject to being audited by the Comptroller

Orange County- Comptroller



3

- **Sec. 504.1.F** - Shall serve as the clerk to TransMAC.
- **Sec. 602.1.E** - Shall prepare and transmit to and sponsor of the petition, a financial impact statement.
- **Sec. 702.B** - Shall analyze the impact of potential charter changes.
- **Sec. 712** - Required to conduct all audits including performance audits on all Constitutional Offices

Palm Beach



2

- The Clerk of the Circuit Court is defined as a Constitutional Officer

Pinellas



2

- **Sec. 4.02** - Shall serve on the County Attorney Oversight Committee.
- **Sec. 4.03** - The Charter in no manner changes the status, duties, or responsibilities of the Clerk of the Circuit Court.
- **Sec. 6.02** - Charter amendment petitions shall be filed with the clerk of the circuit court.
- **Sec. 6.06** - For each proposed charter amendment placed on the ballot, the clerk of the circuit court, as county auditor, shall prepare, a separate financial impact statement, estimating the increase or decrease in revenues or costs to the county resulting from approval of the proposed charter amendment.

- ① County holds Comptroller function via 2020 voter referendum based on CS/HB 989 (Broward Resolution No. 2020-337)
- ② CO holds both Clerk and Comptroller function

- ③ Independently elected Comptroller



PROPERTY APPRAISER



Broward

- Defined as a Constitutional Officer
- **Section 11:08-** Subject to the Broward County Code of Ethics



Hillsborough

- **Sec. 1.02.** - The charter does not include reference to the Property Appraiser.



Orange

- **Sec. 712.** - Subject to being audited by the Comptroller



Palm Beach

- Defined as a Constitutional Officer
- **Section 4.1.a-** Outlines that the election for this office shall be nonpartisan



Pinellas

- **Sec. 4.02** – Shall serve on the County Attorney Oversight Committee.
- **Sec. 4.03** - The Charter in no manner changes the status, duties, or responsibilities of the Property Appraiser.



SHERIFF



Broward



- Defined as a Constitutional Officer
- **Section 5.01.B-** Defines an obligation to the Sheriff to maintain and operate a centralized criminal records system
- **Section 5.01.C-** Lays upon the duty to the County Commission to provide methods of funding for law enforcement services by the Sheriff in unincorporated areas and other areas not otherwise protected
- **Section 11:08-** Subject to the Broward County Code of Ethics

Hillsborough



- **Sec. 1.02.** - The charter does not include reference to the Sheriff.

Orange



- **Sec. 712.** - Subject to being audited by the Comptroller

Palm Beach



- Defined as a Constitutional Officer
- **Section 4.1.a-** Outlines that the election for this office shall be nonpartisan

Pinellas



- **Sec. 4.02-** Shall serve on the County Attorney Oversight Committee.
- **Sec. 4.03-** The Charter in no manner changes the status, duties, or responsibilities of the Sheriff.

SUPERVISOR OF ELECTIONS

Broward



- Defined as a Constitutional Officer
- **Section 11:08-** Subject to the Broward County Code of Ethics
- **Section 7.01.B-** Assigns the Supervisor of Elections the duty to validate petitions within 30 days of receiving a certificate and to report findings to the County Commission.

Hillsborough



- **Sec. 8.02.** - The charter review board is to file any proposed amendments to the Charter with the Supervisor of Elections who shall provide for a vote on it pursuant to **Section 8.04.**
- **Sec. 8.03.** - Proposed Charter amendments may be invoked by the people by filing a petition with the Supervisor of Elections who must certify a beginning date of the drive, certify signatures, and place amendments on the ballot.

Orange



- **Sec. 302 .E.** - Consult with board to set election dates and candidate qualifying period for mayoral vacancy.
- **Sec. 602.A** - In regard to submitted initiative petitions, the supervisor of elections must approve forms, beginning date of the petition drive, verify signatures, and submit a written report to the board pursuant to Sec. 602 A-G of the Charter.
- **Sec. 712.** - Subject to being audited by the Comptroller

Palm Beach

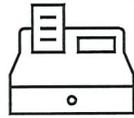


- Defined as a Constitutional Officer
- **Section 4.1.a-** Outlines that the election for this office shall be nonpartisan
- **Section 5.1-** The Charter tasks the Supervisor of Elections with verifying petition signatures within 45 days as part of the citizen initiative process for county ordinances.

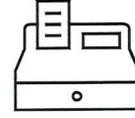
Pinellas



- **Sec. 4.02** - Shall serve on the County Attorney Oversight Committee.
- **Sec. 4.03** - The Charter in no manner changes the status, duties, or responsibilities of the Supervisor of Elections.
- **Sec. 6.02** - Proposed Charter Amendments may be proposed by petition. The sponsor of a petition amendment shall, prior to obtaining any signatures, submit the text of the proposed amendment for supervisor's approval. The supervisor will certify the beginning date and signatures on the petition pursuant to Sec. 6.02 of the Charter.



TAX COLLECTOR



Broward*



- Not defined as a Constitutional Officer
- Amended Section 3.06 to align with state changes on elected Tax Collector; amended Section 9.01 to remove preempted local licenses and consolidate examining boards.

Hillsborough



- **Sec. 1.02.** - The charter does not include reference to the Tax Collector.

Orange



- **Sec. 712.** -Subject to being audited by the Comptroller

Palm Beach



- Defined as a Constitutional Officer

Pinellas



- **Sec. 4.02** – Shall serve on the County Attorney Oversight Committee.
- **Sec. 4.03** - The Charter in no manner changes the status, duties, or responsibilities of the Tax Collector.

*Broward County's Tax Collector was not a Constitutional Officer prior to Amendment 10 and thus, their Charter does not reflect a post-Amendment 10 structure. Their Charter Review is scheduled for 2030.

POTENTIAL CHARTER MENTIONS

- (1) Does the Charter provide the County Constitutional Officers or any other governmental entity with the right to attend and be heard at any regular or special open session meeting of the Commission?
- (2) Does the Charter provide the ability for COs to place items on a BCC agenda?
- (3) Does the Charter contain provisions that provides that the County may enter into contracts with the County Constitutional Officers for the joint performance or performance by one on behalf of the other of any authorized function of such government unit?



- (1) **Section 1.04-** Any person has the right to be heard
- (2) No Mention
- (3) **Section 2.10-** The County Attorney may represent the COs
Section 3.07 (B)- All operational services shall be made available to the COs.



- (1) No Mention
- (2) No Mention
- (3) No Mention



- (1) No Mention
- (2) No Mention
- (3) No Mention



- (1) No Mention
- (2) No Mention
- (3) No Mention



- (1) No Mention
- (2) No Mention
- (3) No Mention

CONSTITUTIONAL OFFICERS' JOINT PROPOSED
REQUIRED AND REQUESTED AMENDMENT TO THE CHARTER
TO CONFORM WITH AMENDMENT 10

MIAMI-DADE COUNTY HOME RULE CHARTER

* * *

ARTICLE 1. - BOARD OF COUNTY COMMISSIONERS

SECTION 1.01. - POWERS.

A. The Board of County Commissioners shall be the legislative and the governing body of the county. The County shall have the power to carry on a central metropolitan government. The Board's powers shall include but shall not be restricted to the powers to:

* * *

4. Provide central records, training, and communications for fire and police protection; ~~[[provide traffic control and central crime investigation]]~~; provide fire stations, jails, and related facilities; and subject to Section 1.01A(18) provide a uniform system for fire ~~[[and police protection]]~~.

* * *

19. By ordinance, abolish or consolidate ~~[[the office of constables, or]]~~ any county office created by the Legislature, or provide for the consolidation and transfer of any of the functions of such officers, provided, however, that there shall be no power to abolish the Superintendent of Public Instruction, >>to abolish or impair the jurisdiction, responsibilities, powers or duties of the County Constitutional Officers set forth in the Florida Constitution or by general law, except as set forth therein, <<or to abolish or impair the jurisdiction of the Circuit Court or to abolish any other Court, provided by the Constitution or by general law, or the judges or clerks thereof.

20. Make investigations of county affairs, inquire into the conduct, accounts, records, and transactions of any department or office of the county, and for these purposes require reports from all county ~~[[officers and]]~~ employees, subpoena witnesses, administer oaths, and require the production of records.

21. Exercise all powers and privileges granted to municipalities~~[[,]]~~ >>and<< counties~~[[, and county officers]]~~ by the Constitution and laws of the state, and all powers not prohibited by the ~~Constitution~~ or by this Charter.

* * *

SECTION 1.05. - FORFEITURE OF OFFICE OF COUNTY ELECTED AND APPOINTED OFFICIALS AND EMPLOYEES.

* * *

- C. Any appointed official or employee of Miami-Dade County who qualifies as a candidate for election to the office of Miami-Dade County Commissioner~~[[,]]~~ >>or<< Miami-Dade County Mayor, ~~[[Miami Dade County Clerk of the Circuit Court, or Miami Dade County Property Appraiser]]~~ shall immediately take a leave of absence from his or her county position until the date of the election and shall, if elected, immediately forfeit his or her county position. If the candidate is not elected, he or she shall immediately be reinstated to his or her former position.

* * *

ARTICLE 3. - ELECTIONS

* * *

SECTION 3.03. - NONPARTISAN ELECTIONS.

All elections for Mayor~~[[, Clerk of the Circuit Court]]~~ and the members of the Board shall be nonpartisan and no ballot shall show the party designation of any candidate. No candidate shall be required to pay any party assessment or state the party of which he is a member or the manner in which he voted or will vote in any election.

SECTION 3.04. - QUALIFICATIONS AND FILING FEE.

- A. All candidates for the office of Mayor or County Commissioner shall qualify with the >>Supervisor of Elections<< ~~[[Clerk of the Circuit Court]]~~ no earlier than the 84th day and no later than noon on the 70th day prior to the date of the election at which he is a candidate in the method provided by law or ordinance, and shall pay a filing fee of \$300. ~~[[All filing fees shall be paid into the general funds of the county.]]~~
- B. Notwithstanding the foregoing, a person who seeks to qualify as a candidate for the office of Mayor or County Commissioner and who meets the >>candidate <<petition requirements of >>general law<< is not required to pay the filing fee required by this section or any other qualifying fee required by the state~~[[(collectively the "Qualifying Fee"). A candidate who seeks to qualify without paying the Qualifying Fee must obtain the number of signatures of voters in the geographical area represented by the office sought equal to at least 1 percent of the total number of registered voters of that geographical area, as shown by the compilation by the Supervisor of Elections for the immediately preceding general election. Signatures may not be obtained until the candidate has filed the appointment of campaign treasurer and designation of campaign depository pursuant to state law. The format of the petition shall be used by candidates to reproduce petitions for circulation. Each petition must be submitted before noon of the 28th day preceding the first day of the qualifying period for the office sought to the Supervisor of Elections. The Supervisor shall check the signatures on the petitions to verify their status as voters in the geographical area represented by the office sought. No later than the 7th day before the first day of the qualifying period, the Supervisor of Elections shall certify the number of valid signatures. The Supervisor of Elections shall~~

determine whether the required number of signatures has been obtained and shall notify the candidate. If the required number of signatures has been obtained, the candidate shall be eligible to qualify pursuant to this section without paying the Qualifying Fee]].

* * *

ARTICLE 5. - ADMINISTRATIVE ORGANIZATION AND PROCEDURE

* * *

SECTION 5.03. - FINANCIAL ADMINISTRATION.

- A. ~~[[The department of finance shall be headed by a finance director appointed by the Mayor and the Clerk of the Circuit and County Courts. The finance director shall have charge of the financial affairs of the county.]]~~ >>RESERVED<<

* * *

SECTION 5.04. - ASSESSMENT AND COLLECTION OF TAXES.

- A. ~~[[Commencing with the general election to be held in November 2008 and every four years thereafter, the Miami Dade County Property Appraiser shall be elected on a nonpartisan basis, by a majority of the qualified electors voting at a county wide election held within Miami Dade County, Florida.~~

~~B.]]~~ Beginning with the tax year 1961, the county tax rolls prepared by the county shall be the only legal tax rolls in this county for the assessment and collection of county and municipal taxes. Thereafter no municipality shall have an assessor or prepare an ad valorem tax roll. Each municipality shall continue to have the right to adopt its own budget, fix its own millage, and levy its own taxes. Each municipality shall certify its levies to the County not later than 30 days after the county tax rolls have been finally approved by the Board. Any municipality may obtain a copy of this tax roll upon payment of the cost of preparing such a copy, and copies of the tax rolls shall be available for public inspection at reasonable times. Maps showing the assessed valuation of each parcel of property may be prepared and made available for sale to the public at a reasonable price.

~~[[C]]>>B<<~~ All county and municipal taxes for the tax year beginning January 1, 1961, and all subsequent tax years, shall be collected by the >>Tax Collector in accordance with state law<<~~[[county on one bill prepared and sent out by the county. The amounts of county and municipal taxes shall be shown as separate items, and maybe paid separately.]]~~

~~[[D]]>>C<<~~ Delinquent municipal taxes shall be collected in the same manner as delinquent county taxes.

~~[[E]]>>D<<~~ All the tax revenues collected for any municipality shall be returned monthly by the county to the municipality.

* * *

ARTICLE 6. - MUNICIPALITIES

* * *

its individual character and standards may be preserved for its citizens.

SECTION 6.03. - MUNICIPAL CHARTERS.

- A. Except as provided in Section 6.04, any municipality in the county may adopt, amend, or revoke a charter for its own government or abolish its existence in the following manner. Its governing body shall, within 120 days after adopting a resolution or after the certification of a petition of ten percent of the qualified electors of the municipality, draft or have drafted by a method determined by municipal ordinance a proposed charter amendment, revocation, or abolition which shall be submitted to the electors of the municipalities. Unless an election occurs not less than 60 nor more than 120 days after the draft is submitted, the proposal shall be submitted at a special election within that time>>, or at such other time as the Supervisor of Elections provides for such election<<. The governing body shall make copies of the proposal available to the electors not less than 30 days before the election. Alternative proposals may be submitted. Each proposal approved by a majority of the electors voting on such proposal shall become effective at the time fixed in the proposal.

* * *

SECTION 6.05. - CREATION OF NEW MUNICIPALITIES.

* * *

- B. A new municipality may also be created by petition of electors residing in the area to be incorporated in accordance with the following process:
1. An incorporation committee composed of a minimum of five (5) electors from the proposed area of incorporation will initiate the process by filing with the Clerk of the Circuit Court an initiatory petition on a form prescribed by the ~~[[Clerk]]~~ >>County<< for such purpose. The form shall identify the names and addresses of the Incorporation Committee members and describe the proposed incorporation area. The form of the petition shall prominently state that a budgetary analysis and a copy of the proposed charter will be distributed to the electors within the area and made available, as required by this section. Within seven (7) days of receipt of the form, the ~~[[Clerk]]~~ >>County<< will determine if the form is acceptable and if it is acceptable shall approve the form of petition and provide the Incorporation Committee the total number of the electors within the proposed incorporation area and the number of required signatures which shall be equal to twenty percent (20%) of the electors in the proposed incorporation area and shall notify the Board of County Commissioners. If the ~~[[Clerk]]~~ >>County<< determines that the form of petition does not comply with the requirements of this Charter or inaccurately describes proposed boundaries, the ~~[[Clerk]]~~ >>County<< may disapprove the form of petition and provide notification to the Incorporation Committee and the Board of County Commissioners of the disapproval. The ~~[[Clerk]]~~ >>County<< shall advise the Incorporation Committee as to the reasons for disapproval and the Incorporation Committee may submit a new petition at any time. If the Clerk

approves the form of the petition, the Incorporation Committee, within ninety (90) days of such approval, shall submit to the Board of County Commissioners a proposed municipal charter, which, at a minimum, shall set forth the form of government and governing body of the newly incorporated area as well as provide for the conditions for incorporation as set forth in Section 6.05(B)(7) below. During such ninety (90) day period, the incorporation committee shall hold at least three public hearings on the proposed municipal charter, in three different locations in the area proposed to be incorporated, notice of which shall be mailed to all electors within the area proposed for incorporation.

2. (a) No later than ninety (90) days from the date of approval of the above form by the ~~[[Clerk]]~~ >>County<<, the Board of County Commissioners shall review the appropriateness of the petition for incorporation and proposed municipal charter and recommend any changes to the boundaries of the proposed municipality and proposed municipal charter to the Incorporation Committee at a public hearing.
(b) At such public hearing, the Board of County Commissioners shall approve the proposed incorporation petition, as presented in the petition or as revised by the Incorporation Committee, or reject the incorporation petition as presented or as revised by the Incorporation Committee.
(c) The County Commission's failure to review the incorporation petition within the time required by this paragraph is subject to mandamus by a court of competent jurisdiction.
3. The Incorporation Committee will have six (6) months from the date by which the Board was required to have reviewed the incorporation petition to obtain signatures equal to twenty percent (20%) of the electors in the proposed incorporation area, with signatures on a petition provided by the ~~[[Clerk]]~~ >>County<<. The petition shall require the name, address and signature of the elector and such signatures shall be notarized.
4. The signed petitions will be submitted to the Supervisor of Elections, who shall ~~[[have thirty (30) days to]]~~ canvass the signatures contained therein >> in accordance with state law<<.
5. Upon certification of the sufficiency of the signatures on the petition, the ~~[[Supervisor of Elections]]~~ >>Incorporation Committee<< shall present the petition to the Board of County Commissioners at their next regularly scheduled meeting. After conducting a public hearing at such meeting, the Board of County Commissioners shall decide whether or not to call an election to authorize the creation of a city and approve a municipal charter for the proposed municipality. If the Board decides to call an election to authorize the creation of the municipality and approve the municipal charter, such election shall occur no sooner than ninety (90) and no greater than one hundred twenty (120) days from the date the Supervisor of Elections certifies the signatures >>, or at such other time as the Supervisor of Elections provides for such election<<. The election shall be held, whenever practicable, in conjunction with another election scheduled to occur within the prescribed time period. The election shall be decided by an affirmative vote of a majority of electors voting in the proposed incorporation area.

7. The new municipality shall have all the powers and rights granted to or not withheld from municipalities by the County Home Rule Charter and the Constitution and general laws of the State of Florida; provided, however, any proposed municipality whose boundaries include any area outside the urban development boundary, as may be described in the County's Comprehensive Development Master Plan, shall abide by the permitted uses as set forth in such plan. It is further provided, as a condition of incorporation, that the new municipality shall provide in its charter: to remain a part of the Miami-Dade Fire Rescue District, to remain a part of the Miami-Dade Library System, to contract with ~~[[Miami-Dade County]]~~ >>Sheriff<< for local patrol police services for a minimum of three years, for Miami-Dade County to retain authority for residential garbage and refuse collection and disposal within the proposed new municipality, and for the payment, assumption, or other satisfaction for that portion of the County's preexisting debts and obligations or other refundings secured by revenues or taxes collected within the proposed municipality's area and that neither the new municipality nor its electors shall take any action that would adversely affect the County's bond or other debt obligations that are secured by taxes or revenues from the area constituting the new municipality.

* * *

ARTICLE 8. - INITIATIVE, REFERENDUM, AND RECALL

SECTION 8.01. - INITIATIVE AND REFERENDUM.

The electors of the county shall have the power to propose to the Board of County Commissioners passage or repeal of ordinances and to vote on the question if the Board refuses action, according to the following procedure:

* * *

5. If the proposal is submitted to the electors, the election shall be held either:
- (a) In the next scheduled county-wide election, or
 - (b) If the petition contains the valid signatures in the county in numbers at least equal to eight percent of the registered voters in the county, the election shall take place on the first Tuesday after 120 days from certification of the petition>>, or at such other time as the Supervisor of Elections provides for such election<<. The result shall be determined by a majority vote of the electors voting on the proposal.

* * *

SECTION 8.02. - RECALL.

Any member of the Board of County Commissioners~~[[;]]~~>> or<< the Mayor~~[[, or the Property Appraiser]]~~ may be removed from office by the electors of the county, district, or municipality by which he was chosen. The procedure on a recall petition shall be identical with that for an initiatory or referendary petition, except that:

* * *

4. The Board of County Commissioners must provide for a recall election not less than 45 nor more than 90 days after the certification of the petition >>, or at such other time as the Supervisor of Elections provides for such election<<.

* * *

ARTICLE 9. - GENERAL PROVISIONS

SECTION 9.01. - ~~[[ABOLITION OF CERTAIN OFFICES AND TRANSFER OF FUNCTIONS]]~~>>COUNTY CONSTITUTIONAL OFFICERS<<]].

- ~~[[A. On May 1, 1958, the following offices are hereby abolished and the powers and functions of such offices are hereby transferred to the Mayor, who shall assume all the duties and functions of these offices required under the Constitution and general laws of this state: County Tax Collector, County Surveyor, County Purchasing Agent, and County Supervisor of Registration. The Mayor may delegate to a suitable person or persons the powers and functions of such offices.~~
- ~~B. In the event that other elective officers are abolished by the Board, the Board shall provide that any person duly elected to such office shall if he so desires remain in the same or similar position and receive the same salary for the remainder of the term for which he was elected, and shall provide for the continuation of all duties and functions of these offices required under the Constitution and general laws.~~
- ~~C. On November 9, 1966, the Office of Sheriff is hereby abolished and the powers and functions of such office are hereby transferred to the Mayor, who shall assume all the duties and functions of this office required under the Constitution and general laws of this state. The Mayor may delegate to a suitable person or persons the powers and functions of such office.~~
]]

- >>A. The County shall not abolish, impair or transfer the jurisdiction, responsibilities, powers or duties of the County Constitutional Officers set forth in the Florida Constitution and general law except as permitted therein.
- B. The County Constitutional Officers shall have the right to attend and be heard at any regular or special open session meeting of the Commission, but not the right to vote at such meetings, on matters within their jurisdiction, responsibilities, powers or duties. The County Constitutional Officers shall also have the power to present matters to be considered by the Commission at the next regular meeting of the Commission when state law requires action by the Commission to exercise the County Constitutional Officers' responsibilities, powers or duties.
- C. The County may enter into contracts with the County Constitutional Officers for the joint performance or performance by one on behalf of the other of any authorized function of such government unit.<<

* * *

SECTION 9.07. - AMENDMENTS.

- A. Amendments to this Charter may be proposed by a resolution adopted by the Board of County Commissioners or by petition of electors numbering not less than ten percent of the total number of electors registered in Dade County at the time the petition is submitted. An initiative petition to amend this Charter shall be submitted, together with proposed ballot language, to the ~~[[Clerk of the Circuit Court]]~~ >>County, which<<[[, who]] shall without delay approve as to form a petition for circulation in one or several copies as the proposer may desire. Initiatory petitions shall be certified in the manner required for initiatory petitions for an ordinance.
- B. Amendments to this Charter may be proposed by initiatory petitions of electors. The Board of County Commissioners shall call a countywide election to be held in conjunction with the next scheduled general election after the date that a certified petition is presented to the County Commission.
- C. Amendments to this Charter may be proposed by the Board of County Commissioners at any time. Elections on charter amendments proposed by the Board shall be held in conjunction with the next scheduled general election after the Board adopts a resolution proposing any amendment.
- D. The result of all elections on charter amendments shall be determined by a majority of the electors voting on the proposed amendment.

* * *

SECTION 9.10. - COMMISSION AUDITOR.

There is hereby created and established the Office of the Commission Auditor. The Commission Auditor, who shall be a certified public accountant, will be selected by the County Commission and shall report directly to the County Commission. The County Commission shall provide by ordinance for the specific functions and responsibilities of the Commission Auditor, which shall include but not be limited to providing the Commission with independent budgetary, ~~[[audit,]]~~ management, revenue forecasting, and fiscal analyses of commission policies, and county services and contracts. >>The Clerk of the Court and Comptroller shall have the exclusive authority to perform audits as set forth in state law.<<

SECTION 9.11. - INSPECTOR GENERAL.

There is hereby created and established an Office of the Inspector General. The Inspector General shall head the Office of the Inspector General. The minimum qualifications, term, powers, duties and responsibilities of the Inspector General as well as the organization of the Office of the Inspector General shall be set forth by Ordinance. Such Ordinance shall, at a minimum, provide that: (1) the Office of the Inspector General be sufficiently independent to assure that no interference or influence external to the Office adversely affects the independence and objectivity of the Inspector General; (2) the Office of the Inspector General be empowered to

perform investigations[~~[- audits]~~], reviews and oversight of County contracts, programs, projects, abuse, waste and mismanagement as well as County-funded contracts, programs and projects; and (3) the Office of the Inspector General be empowered to provide inspector general services to other governmental entities and municipalities upon the approval of a request to provide such services by a majority of the Board of County Commissioners.

* * *

2025 BCC/Committee Meetings Assignments

September Meetings			
Scheduled Meeting	Commission Reporter	Back-up	Support Staff
9.3.25 – BCC			
9.4.25 – 1 st Budget			
9.8.25 – PC			
9.8.25 – IITC			
8.25 – RTC			
9.9.25 – TC			
9.9.25 – SHC			
9.9.25 – HC			
9.10.25 – AC			
9.10.25 – APC			
9.10.25 – PRC			
9.11.25 – GETC (Ad Hoc)			
9.17.25 – CRB (MDC Community Relations Bd)			
9.18.25 – MDEAT (MDC Economic Advocacy Trust)			
9.18.25 – 2 nd Budget			
9.22.25 – BHAB (Behavioral Health Adv Bd)			
9.25.25 – CDMP & Zoning			
TBD – MAB (Military Advisory Bd)			
TBD – TDC (Qtr mtgs- Based on invite) (Tourist Development Council)			



August 4, 2025

Dear Mayor Cava,

As you know, Governor DeSantis established the Florida DOGE team and charged us with identifying and reporting on excessive spending at the local level. We appreciated your response to our July 11, 2025 letter, which confirmed the 29% increase in countywide property tax revenues to Miami-Dade County between FY 20-21 and FY 23-24 – over \$430 million in additional countywide ad valorem revenue. Your response also documents the 56% increase in the revenue generated by local option food & beverage taxes, and substantial increases in numerous other revenue sources, totaling nearly \$3 billion more in county revenue in FY 23-24 than in FY 20-21.

Particularly in light of these increases in revenue, we are concerned about the \$400M+ budget gap that you have announced. We are therefore making the requests below for additional information about county expenditures. Pursuant to the Governor's authority under Article 4, Section 1(a) of the Florida Constitution, the Chief Financial Officer's authority under ss. 17.04 and 17.05, Florida Statutes, and the Office of Policy and Budget's authority under the Laws of Florida, chapter 2025(199), Section 124, please respond to the following requests by August 13, 2025.

After receiving your responses, we anticipate making a request for on-site access to data systems and responsive personnel on a subsequent date.

You may reach out to the Florida DOGE team and OPB regarding this request at 850-759-2440 or EOGDOGE@laspbs.state.fl.us.

Responses to the information requests may be provided electronically through the secure electronic portal to which you have previously uploaded documents.

You should note that financial penalties may accrue for your failure to comply with each of the following requests.



EXECUTIVE OFFICE OF THE GOVERNOR
DEPARTMENT OF GOVERNMENT EFFICIENCY

Sincerely,

Eric Soskin
Senior Advisor to the
Governor and DOGE
Team Lead
Executive Office of
Governor Ron DeSantis

Blaise Ingoglia
Chief Financial Officer
State of Florida

Leda Kelly
Director, Office of Policy
and Budget
Executive Office of
Governor Ron DeSantis

Topic: Procurement and contracting

Request No.1 All policies, procedures, rules, and legal requirements for County contracts and purchases for which the mayor is delegated the authority to award pursuant to Miami-Dade County Ordinance § 2-8.1.

Request No. 2 You previously provided to us an Excel workbook titled “5-All Active Contracts Spend and PO Details,” which included a worksheet titled “Spending Summary.” For each Contract ID listed for which the total spending since FY23 exceeds \$75,000 and is less than \$5,000,000, please provide the line item or line items in the county budget in which the spending for this contract is budgeted.

Request No. 3 Provide the same information as for Request No. 3 for any new contracts exceeding \$75,000 since the date that previous workbook was prepared.

Request No. 4 Identify each exercise of the authority referenced in Request No. 1 since January 1, 2023 and provide the Contract ID, amount awarded, and amount spent. You may provide this information by adding it to the Excel workbook referenced above or by providing the information separately.

Request No. 5 Since the beginning of FY 23, all information supporting the determination of the reasonableness of pricing for the awards responsive to Request No. 4.

Topic: Personnel Compensation

Request No. 1 You previously provided to us an Excel workbook titled “3A-List of current individual employee salary ranges,” which lists salary ranges by employee ID number. For each entry in that workbook, provide the amount of gross wages, regular pay, overtime pay, bonuses, other cash compensation, and total compensation.

Request No. 2 All rules, procedures, and guidance at the department-wide level or above regarding promotions, step or level increases, or bonuses from FY 2019-20 to the present.

Request No. 3 A list of all decisions to provide department-wide or county-wide salary increases or bonuses from FY 2019-2020 to the present.

Request No. 4 For all decisions responsive to Request No. 3, any analysis conducted of the costs of such increases, alternatives, and projections of future associated costs and how such costs would be paid.

Management Practices

Request No. 1 Records of all inventories of tangible personal property, including:

- a) the date of the most recent inventory performed to date
- b) the reconciliation of that inventory to property records
- c) records of disposal between inventories
- d) identification of attractive personal property items

Request No. 2 For any county-owned property leased to another entity, private or public:

- a) the amount of the lease
- b) the terms of the lease
- c) any assessment of the fair market value of the property
- d) the basis and determination that such lease constitutes the best use of the property.

Request No. 3 For any purchase or sale of public-owned property, the most recent appraisal made prior to such purchase or sale.

Diversity, Equity, and Inclusion:

Request No. 1 Since January 1, 2023, all jobs with the responsibility to advance the diversity, equity, inclusion, or so-called anti-racism. Diversity, equity, and inclusion includes any form of preferential treatment based on race, ethnicity, gender, or the like (including the use of substitutes such as “cultural competence” or “lived experience” to conceal such preferential treatment), training sessions or other programs that separate people into groups based on intrinsic characteristics, and training or required statements about privilege, bias, diversity, racism, or belonging.

Request No. 2 The current positions and activities of any person who previously had such responsibilities and is still employed by Miami-Dade County

Request No. 3 Since January 1, 2023, the titles, dates of administration, and duration for any scheduled training for county personnel, or made available by the county to others (including but not limited to contractors, grant recipients, or members of the public) that included diversity, equity, inclusion, or anti-racism as a topic or subject.

Request No. 4 Since January 1, 2023, the titles of any unscheduled or self-service training for county personnel, or made available by the county to others (including but not limited to contractors, grant recipients, or members of the public) that included diversity, equity, inclusion, or anti-racism as a topic or subject.

Request No. 5 For any training responsive to Request No. 3 or Request No. 4, a copy of all training materials used, provided to participants, or made available for participants to obtain voluntarily.

Request No. 6 For any training responsive to Request No. 3 or Request No. 4, the identities and qualifications of those conducting the training.

Request No. 7 For any training responsive to Request No. 3 or Request No. 4, the names and positions of those attending the training.

Request No. 8 For any training responsive to Request No. 3 or Request No. 4, the identities and qualifications of those conducting the training.

Request No. 9 For any training responsive to Request No. 3 or Request No. 4, all costs and expenses associated with the training.

Request No. 10 For any training responsive to Request No. 3 or Request No. 4, if the training was conducted by a contractor or other external entity, all documents related to the qualifications, selection, and payment of such individual, contractor or entity.

Request No. 11 Any program operated by the county on the basis of an individual's race, ethnicity, or gender, or targeted to a specific group based on the group's racial, ethnic, or gender characteristics.

Request No. 12 Any grant made by the county to an organization that operates on the basis of, or for the benefit of, individuals of a specified race, ethnicity, sexual orientation, or gender identity other than male or female, or that targets a specific group or set of groups based on race, ethnicity, or sexual orientation.

Request No. 13 Any communication sent to all county staff, or to all staff within a county department, between January 1, 2019 and the present, regarding diversity, equity, inclusion, DEI, or so-called anti-racism.

Green New Deal

Request No. 1: Since January 1, 2023, any purchases or other expenses for the lease or acquisition of battery-electric vehicles (EVs), EV infrastructure, energy purchases associated with EV infrastructure, solar power systems, carbon credits, carbon charges, or

other emissions reduction mechanisms, , and for each such expense, provide any records, assessments, or analysis of:

- a) Any alternative purchase option, including but not limited to, no-purchase options, purchase or lease of internal combustion engine powered vehicles, power generated from other sources;
- b) any analysis of the impact of the action on global climate;
- c) records of the reliability of any EV, EV infrastructure, or solar power system in use by the county during the time period from January 1, 2019 to present;
- d) records of all training related to the topic of climate change, battery-electric vehicles, or solar power, including the justifications, content, and attendance records for such training, and the location and costs (including travel costs) of such training.

Grants and Other Financial Management

Request No. 1: Policies, procedures, rules, and legal requirements including procedures for making awards and for monitoring compliance and performance, for grants made to nonprofits, including community-based organizations.

Request No. 2: For all such grants made since January 1, 2023:

- a) the amount of such grant
- b) all grant documents
- c) the budget line item from which the grant has been funded in each fiscal year
- d) all records of payments made pursuant to such grants

Request No. 2: For all grants received by the county other than those made by a state agency, in partnership with a state agency, or administered by a state agency:

- a) the matching requirements for such grants, if any
- b) the source of funding for the match
- c) records of the decision to pursue such grant
- d) analysis of the impact of the grant, including any assumptions made in support of the analysis.

Transportation

Request No. 1: Since January 1, 2023, for all installations of traffic calming devices, included but not limited to speed tables, speed humps, raised intersections, curb extensions, and chokers, the following information:

- a) the location, capital, planned lifecycle, and expected annual maintenance costs
- b) the basis for the installation, including any plan, analysis, or recommendation
- c) information related to the consideration of any alternatives

Request No. 2: For all traffic calming devices not included in Request No. 9, the planned lifecycle and expected annual maintenance costs

Request No. 3: For all bicycle and pedestrian improvement projects funded since January 1, 2023, or planned as part of the current capital improvement plan, the calculations of maintenance and operating expenses and the assumptions on which these calculations are based.

Request No. 4: For all bicycle and pedestrian improvement projects completed since January 1, 2020, all actual maintenance and operating expenses.



**People and Internal Operations Department
Human Rights & Fair Employment Practices**

**Sexual Harassment Prevention Training
Acknowledgment Form**

On April 10, 2018, the Miami-Dade County Board of County Commissioner's adopted Resolution No. R-355-18, which requires all members of a County Advisory Board to complete a mandatory sexual harassment prevention training as a condition to membership.

My signature below certifies that I have viewed the above indicated training class, understood the contents noted, and will abide by the policies and procedures presented.

If I have questions about the training, materials presented or Miami-Dade County policy and procedures, I understand it is my responsibility to seek clarification from the Human Rights & Fair Employment Practices Division of the Human Resources Department.

Board Member Name: _____

Board Member Signature: _____

Board: _____

Date of Viewing: _____

Please submit this form to Tracey Mocombe, HRFEP Specialist, at tracey.mocombe@miamidade.gov. If you have any questions, she can be reached at (305) 375-4586.