

# MEMORANDUM

Agenda Item No. 11(A)(11)

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**TO:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

**DATE:** September 1, 2022

**FROM:** Geri Bonzon-Keenan  
County Attorney

**SUBJECT:** Resolution directing the County Mayor to conduct a study or assessment regarding the configuration, composition, and effectiveness of the Miami-Dade County Community Councils and Community Zoning Appeals Boards and to provide a report with recommendations

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The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Rebeca Sosa.



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Geri Bonzon-Keenan  
County Attorney

GBK/uw



**MEMORANDUM**  
(Revised)

**TO:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

**DATE:** September 1, 2022

**FROM:**   
Gen Bonzon-Keenan  
County Attorney

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

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Statement of social equity required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) \_\_\_\_ ) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 11(A)(11)  
9-1-22

RESOLUTION NO. \_\_\_\_\_

RESOLUTION DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO CONDUCT A STUDY OR ASSESSMENT REGARDING THE CONFIGURATION, COMPOSITION, AND EFFECTIVENESS OF THE MIAMI-DADE COUNTY COMMUNITY COUNCILS AND COMMUNITY ZONING APPEALS BOARDS AND TO PROVIDE A REPORT WITH RECOMMENDATIONS

**WHEREAS**, in 1996, this Board created the Community Councils and Community Zoning Appeals Boards (CZABs) (together, "Community Boards") to fulfill various planning and zoning functions with respect to land use applications in unincorporated Miami-Dade County; and

**WHEREAS**, originally, the Community Councils were also assigned certain additional functions, such as making recommendations on budget matters and facilitating community engagement, but those functions are not currently funded by the County; and

**WHEREAS**, each Community Board is comprised of up to seven members that serve as both the Community Council and CZAB for a given area; and

**WHEREAS**, originally, this Board created 16 Community Boards, but due to annexations and incorporations over the years, for example, several of the Community Boards no longer meet because their areas are entirely within municipal boundaries, while some other Community Boards rarely meet because their areas include very little undeveloped unincorporated land subject to land use applications; and

**WHEREAS**, currently, 10 Community Boards regularly meet to consider zoning and comprehensive plan amendment applications; and

**WHEREAS**, the Community Boards that regularly meet and hear applications are primarily located in the northwest, west, and southwest portions of the County, which are represented by Community Boards 5, 8, 10, 11, 12, 14, and 15; and

**WHEREAS**, more than 25 years have passed since this Board created these Community Boards and defined their composition and boundaries, and the unincorporated area has changed in many ways during the ensuing years; and

**WHEREAS**, for example, the County has experienced population and economic growth, municipal boundary changes and incorporations, and changes in the physical landscape due to development, urbanization, and other factors; and

**WHEREAS**, this Board finds it appropriate to assess and consider the configuration, composition, and effectiveness of the Community Boards in light of the significant changes that have occurred since their inception; and

**WHEREAS**, this assessment should include community input regarding these Community Boards and their configuration, composition, and effectiveness; and

**WHEREAS**, accordingly, this Board directs the administration to conduct such a study or assessment and provide recommendations regarding proposed changes to the Community Boards,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board directs the County Mayor or County Mayor's designee to conduct a study or assessment regarding the configuration, composition, and effectiveness of the Community Councils and Community Zoning Appeals Boards (collectively, "Community Boards") in Miami-Dade County. Such study or assessment shall include, but not be limited to, consideration and evaluation of the following: (a) the number of zoning and comprehensive plan amendment applications heard annually by each

Community Board for the past five years, and the number of meetings during that time-period in which each Community Board achieved a quorum; (b) the composition of each Community Board in terms of positions filled with elected and appointed members; and (c) the configuration and boundaries of each Community Board, the Commission Districts represented within each, and the adequacy of each Commission District's representation on the Community Boards. As part of this study or assessment, the County Mayor or County Mayor's designee shall consider community input regarding the Community Boards, including whether and to what extent the community perceives that the Community Boards have effectively fulfilled their purpose in the years since their creation. Within 60 days of the effective date of this resolution, the County Mayor or County Mayor's designee shall provide a report to this Board that includes an assessment of the above-referenced matters and any recommended changes to these Community Boards, including to their configuration and composition to improve efficiency and ensure appropriate representation of each Commission District within each Community Board's boundaries. The completed report shall be placed on an agenda of the full Board without committee review, pursuant to Ordinance No. 14-65.

The Prime Sponsor of the foregoing resolution is Commissioner Rebeca Sosa. It was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Jose "Pepe" Diaz, Chairman	
Oliver G. Gilbert, III, Vice-Chairman	
Sen. René García	Keon Hardemon
Sally A. Heyman	Danielle Cohen Higgins
Eileen Higgins	Joe A. Martinez
Kionne L. McGhee	Jean Monestime
Raquel A. Regalado	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared this resolution duly passed and adopted this 1<sup>st</sup> day of September, 2022. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

James Eddie Kirtley

