

# MEMORANDUM

Agenda Item No. 11(A)(4)

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**TO:** Honorable Chairman Oliver G. Gilbert, III  
and Members, Board of County Commissioners

**DATE:** March 7, 2023

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

**SUBJECT:** Resolution directing the County Mayor to provide a draft of the proposed County Pay Plan for each upcoming fiscal year's budget to this Board at least 30 days prior to the first County budget hearing date

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The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Danielle Cohen Higgins.



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Geri Bonzon-Keenan  
County Attorney

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**MEMORANDUM**  
(Revised)

**TO:** Honorable Chairman Oliver G. Gilbert, III  
and Members, Board of County Commissioners

**DATE:** March 7, 2023

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

**SUBJECT:** Agenda Item No. 11(A)(4)

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)(4)  
3-7-23

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

RESOLUTION DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO PROVIDE A DRAFT OF THE PROPOSED COUNTY PAY PLAN FOR EACH UPCOMING FISCAL YEAR'S BUDGET TO THIS BOARD AT LEAST 30 DAYS PRIOR TO THE FIRST COUNTY BUDGET HEARING DATE

**WHEREAS**, each year, the County undertakes a months-long endeavor to develop the budget for the following fiscal year, culminating in budget hearings conducted by this Board to approve or modify the Mayor's proposed budget; and

**WHEREAS**, as part of this process, the County's Human Resources Department produces a comprehensive County employee "Pay Plan" for each upcoming fiscal year which, when approved, sets all relevant compensation rates, terms of pay, and job classifications for County employees not otherwise tethered to a collective bargaining agreement; and

**WHEREAS**, the Pay Plan, which is over 100 pages long, also includes numerous appendices and tables illustrating various components of pay; and

**WHEREAS**, traditionally, the Pay Plan, which is also approved or modified together with the budget during the hearing process, is first made available to this Board shortly before the first budget hearing date; and

**WHEREAS**, this Board finds it necessary and prudent to have the ability to review the proposed Pay Plan well in advance of the County's first budget hearing date in order to fully digest its contents and prepare for discussion,

**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 provide a draft of the proposed County Pay Plan for each upcoming fiscal year's budget to this Board at least 30 days prior to the first County budget hearing date.

The Prime Sponsor of the foregoing resolution is Commissioner Danielle Cohen Higgins.

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:

Oliver G. Gilbert, III, Chairman	
Anthony Rodríguez, Vice Chairman	
Marleine Bastien	Juan Carlos Bermudez
Kevin Marino Cabrera	Sen. René García
Roberto J. Gonzalez	Keon Hardemon
Danielle Cohen Higgins	Eileen Higgins
Kionne L. McGhee	Raquel A. Regalado
Micky Steinberg	

The Chairperson thereupon declared this resolution duly passed and adopted this 7<sup>th</sup> day of March, 2023. 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.



Javier Zapata