

# MEMORANDUM

Agenda Item No. 11(A)(21)

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

**DATE:** November 7, 2023

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

**SUBJECT:** Resolution expanding opportunities for County employees to contribute to charitable organizations through payroll deduction; and directing the County Mayor to (1) include certain additional charitable organizations beyond United Way Miami, Inc. as eligible recipients of employee contributions through payroll deduction; (2) establish and implement eligibility criteria and a process for the approval of additional charitable organizations subject to Board approval; (3) establish and implement a process for employees to voluntarily donate to approved charitable organizations through payroll deduction; (4) establish and implement an annual outreach campaign to encourage County employees to initiate, renew, or increase their contributions; and (5) provide annual reports to the Board

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Chairman Oliver G. Gilbert, III.

  
Geri Bonzon-Keenan  
County Attorney

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**MEMORANDUM**  
(Revised)

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

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Gen Bonzon-Keenan  
County Attorney

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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)(21)  
11-7-23

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

RESOLUTION EXPANDING OPPORTUNITIES FOR COUNTY EMPLOYEES TO CONTRIBUTE TO CHARITABLE ORGANIZATIONS THROUGH PAYROLL DEDUCTION; AND DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO (1) INCLUDE CERTAIN ADDITIONAL CHARITABLE ORGANIZATIONS BEYOND UNITED WAY MIAMI, INC. AS ELIGIBLE RECIPIENTS OF EMPLOYEE CONTRIBUTIONS THROUGH PAYROLL DEDUCTION; (2) ESTABLISH AND IMPLEMENT ELIGIBILITY CRITERIA AND A PROCESS FOR THE APPROVAL OF ADDITIONAL CHARITABLE ORGANIZATIONS SUBJECT TO BOARD APPROVAL; (3) ESTABLISH AND IMPLEMENT A PROCESS FOR EMPLOYEES TO VOLUNTARILY DONATE TO APPROVED CHARITABLE ORGANIZATIONS THROUGH PAYROLL DEDUCTION; (4) ESTABLISH AND IMPLEMENT AN ANNUAL OUTREACH CAMPAIGN TO ENCOURAGE COUNTY EMPLOYEES TO INITIATE, RENEW, OR INCREASE THEIR CONTRIBUTIONS; AND (5) PROVIDE ANNUAL REPORTS TO THE BOARD

**WHEREAS**, charitable organizations that provide human and social services to Miami-Dade County's most vulnerable residents serve an essential role in building and nurturing our community; and

**WHEREAS**, enabling County employees to donate to charitable organizations offers the opportunity to invest in organizations providing vital human services across Miami-Dade County; and

**WHEREAS**, pursuant to § 112.171(1), Florida Statutes, "counties...are authorized and permitted in their sole discretion to make deductions from the salary or wage of any employee or employees in such amount as shall be authorized and requested by such employee or employees and for such purpose as shall be authorized and requested by such employee or employees and shall pay such sums so deducted as directed by such employee or employees"; and

**WHEREAS**, County employees currently have the option of making voluntary contributions to United Way Miami, Inc. through payroll deductions; and

**WHEREAS**, County employees have generously made charitable contributions totaling more than \$2,100,000.00 over the last three fiscal years; and

**WHEREAS**, this Board desires to expand the County's existing opportunities for County employees to give to the available charity of their choice through payroll deduction by allowing them to contribute to additional charitable organizations that are making a positive impact in our community, including but not limited to 5000 Role Models of Excellence Project, American Cancer Society, the Carrie Meek Foundation, the Center for Haitian Studies, Chapman Partnership, Easter Seals South Florida, Guitars Over Guns, Jackson Health Foundation, Jewish Community Services, and Live Like Bella Foundation,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board:

**Section 1.** Incorporates the recitals above and expands the County's existing opportunities for County employees to contribute to charitable organizations through payroll deduction, as set forth in this resolution.

**Section 2.** Directs the County Mayor or County Mayor's designee to include the following charitable organizations, in addition to United Way Miami, Inc., as eligible recipients of County employees' contributions through payroll deduction: 5000 Role Models of Excellence Project, American Cancer Society, the Carrie Meek Foundation, the Center for Haitian Studies, Chapman Partnership, Easter Seals South Florida, Guitar Over Guns, Jackson Health Foundation, Jewish Community Services, and Live Like Bella Foundation.

**Section 3.** Directs the County Mayor or County Mayor's designee to establish and implement eligibility criteria and a process for the approval of additional charitable organizations beyond those listed in section 2 of this resolution as potential recipients of County employees' contributions. At a minimum, eligible organizations must offer programming in Miami-Dade County and must have received tax-exempt status under § 501(c)(3) of the Internal Revenue Code. The County Mayor or County Mayor's designee is authorized to establish additional eligibility criteria as needed, provided that the inclusion of any additional organizations beyond those listed in this resolution shall receive prior approval by the Board of County Commissioners.

**Section 4.** Directs the County Mayor or County Mayor's designee to establish and implement a process for County employees to make voluntary donations through payroll deduction to United Way Miami, Inc., 5000 Role Models of Excellence Project, American Cancer Society, the Carrie Meek Foundation, the Center for Haitian Studies, Chapman Partnership, Easter Seals South Florida, Guitars Over Guns, Jackson Health Foundation, Jewish Community Services, Live Like Bella Foundation, and any other charitable organizations that have been approved by the Board to receive such donations pursuant to this resolution, including but not limited a process for employees to authorize, request, and cancel such payroll deductions pursuant to § 121.171, Florida Statutes.

**Section 5.** Directs the County Mayor or County Mayor's designee to, in collaboration with the eligible organizations and the Board, establish and implement an annual outreach campaign that will coincide with The Miami Foundation's Annual Give Miami Day beginning on November 16, 2023, and re-occurring annually thereafter, including advertisement on the County's website, to encourage County employees to initiate, renew, or increase their voluntary contributions to the County's approved charitable organizations through payroll deduction. Each

year, the County Mayor or County Mayor's designee shall provide reasonable notification to the Board in advance of the launch of the annual employee outreach campaign.

**Section 6.** Directs the County Mayor or County Mayor's designee to prepare and submit an annual report to this Board within 365 days of the effective date of this resolution and each year thereafter and place the completed report on an agenda of the full Board without committee review pursuant to rule 5.06(j) of the Board's Rules of Procedure. At a minimum, the annual report shall: (1) describe how the requirements in this resolution have been implemented, including the requirements of sections 1-5 above, during the preceding year; (2) list all the charitable organizations that have been approved to receive County employees' contributions through payroll deductions; (3) include the number of County employees who donated to charitable organizations through payroll deduction during the preceding year, and the total amount of their contributions; and (4) identify all charitable organizations that received donations through payroll deduction during the preceding year, and the amount of funds donated to each organization.

The Prime Sponsor of the foregoing resolution is Chairman Oliver G. Gilbert, III. 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 November, 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

JUAN FERNANDEZ-BARQUIN, CLERK

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

Approved by County Attorney as  
to form and legal sufficiency.



Marlon D. Moffett  
Eduardo W. Gonzalez