

MEMORANDUM

Agenda Item No. 5(C)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

(Public Hearing: 6-26-25)
DATE: May 6, 2025

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Ordinance relating to the Rules
of Procedure of the Board;
amending section 2-1 of the
Code; providing that when a
deferral is requested and noted
on a printed agenda of a
Commission committee, or the
full Board, the requester shall be
indicated in the Chairperson's
Changes Memorandum

Ordinance No. 25-55

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



Geri Bonzon-Keenan
County Attorney

GBK/ks

Memorandum



Date: June 26, 2025

To: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

From: Daniella Levine Cava 
Mayor

Subject: Fiscal Impact Statement for Ordinance Relating to Amending Sec 2-1 Deferral Requested

The implementation of this Ordinance will not have a fiscal impact to Miami-Dade County.



Roy Coley
Chief Utilities & Regulatory Services Officer

Memorandum



Date: June 26, 2025

To: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

From: Daniella Levine Cava 
Mayor

Subject: Social Equity Statement – Ordinance amending the Rules of Procedure of the Board related to the Notation of Deferral Requests - 250864

The proposed Ordinance amends the Board of County Commissioners' Rules of Procedure, Section 2-1 of the Code of Miami-Dade County, regarding the notation of a deferral request. More specifically, the proposed legislation requires that the requesting office, Commissioner or Administration, must be indicated in the Chairperson's Changes Memorandum, when a deferral is requested. Additionally, it shall be noted on a printed or online agenda of a Commission committee or the full Board meeting.

Making this information easily accessible minimizes confusion and reduces the administrative burden of tracking deferral origins through informal means or public records requests.

This item has the potential to promote transparency and accountability within the legislative process in Miami-Dade County. It provides greater access to information, by providing additional insight on the requesting office initiating a deferral and reduces the potential for procedural misuse that may delay progress on critical legislation.



Roy Coley

Chief Utilities & Regulatory Services Officer



MEMORANDUM (Revised)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

DATE: June 26, 2025

FROM: 
Glen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 5(C)

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 ____, majority plus one ____, 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) ____, 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. 5(C)
6-26-25

ORDINANCE NO. 25-55

ORDINANCE RELATING TO THE RULES OF PROCEDURE OF THE BOARD OF COUNTY COMMISSIONERS; AMENDING SECTION 2-1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA; PROVIDING THAT WHEN A DEFERRAL IS REQUESTED AND NOTED ON A PRINTED AGENDA OF A COMMISSION COMMITTEE, OR THE FULL BOARD, THE REQUESTER SHALL BE INDICATED IN THE CHAIRPERSON'S CHANGES MEMORANDUM; PROVIDING SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE

WHEREAS, this Board's Rules of Procedure are codified in section 2-1 of the Code of Miami-Dade County, Florida; and

WHEREAS, this Board's Rules of Procedure set forth certain procedures and requirements relating to the Board's agendas and conduct of meetings; and

WHEREAS, this Board wishes to amend its Rules of Procedure to provide that when a deferral is requested and noted on a printed agenda of a Commission committee or the full Board, the requesting Commissioner(s) or the Administration, as applicable, shall be indicated in the Chairperson's Changes Memorandum and the pertinent agenda,

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA:

Section 1. Section 2-1 of the Code of Miami-Dade County, Florida, is hereby amended to read as follows:¹

¹ Words stricken through and/or [[double bracketed]] shall be deleted. Words underscored and/or >>double arrowed<< constitute the amendment proposed. Remaining provisions are now in effect and remain unchanged.

Sec. 2-1. Rules of Procedure of County Commission.

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PART 5. CONDUCT OF MEETINGS; AGENDA

* * *

Rule 5.05. AGENDA

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>>(k) NOTATION OF DEFERRAL REQUEST. When a deferral is requested and noted on a printed agenda of a Commission committee or the full Board, the requesting Commissioner(s) or the Administration, as applicable, shall be indicated in the Chairperson's Changes Memorandum and on the online and printed agenda. The Agenda Coordinator and the County Attorney shall ensure that the requester is denoted in the Chairperson's Changes Memorandum prior to the print of the pertinent agenda.<<

* * *

Section 2. If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder of this ordinance shall not be affected by such invalidity.

Section 3. It is the intention of the Board of County Commissioners, and it is hereby ordained that the provisions of this ordinance, including any sunset provision, shall become and be made a part of the Code of Miami-Dade County, Florida. The sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section," "article," or other appropriate word.

Section 4. This ordinance shall become effective ten (10) days after the date of enactment unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board.

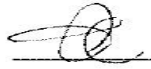
PASSED AND ADOPTED:

June 26, 2025

Approved by County Attorney as
to form and legal sufficiency:



Prepared by:



Annery Pulgar Alfonso

Prime Sponsor: Commissioner Oliver G. Gilbert, III