

MEMORANDUM

TO:	Honorable Chairman Anthony Rodriguez and Members, Board of County Commissioners	DATE:	Agenda Item No. 7(B) (Second Reading: 9-1-26) June 2, 2026
FROM:	Geri Bonzon-Keenan County Attorney	SUBJECT:	Ordinance relating to the Rules of Procedure of the Board of County Commissioners; amending section 2-1 of the Code; revising requirements relating to notification provided by the County Mayor to all applicable District Commissioners of certain matters that originate with the administration

Ordinance No. 26-68

The accompanying ordinance was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Marleine Bastien and Co-Sponsor Senator René García.



Geri Bonzon-Keenan
County Attorney

GBK/uw

Date: September 1, 2026

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

From: Daniella Levine Cava
Mayor 

Subject: Social Equity and Fiscal Impact Statements for Ordinance Revising Requirements
Relating to Notification Provided by the County Mayor to All Applicable District
Commissioners of Certain Matters that Originate with the Administration

The proposed ordinance amends the Board's Rules of Procedure (Rules) to revise requirements for notifying Commissioners regarding agenda items originating with the administration. Currently, the Rules require that the Mayor or Mayor's designee provide written notification to the applicable district Commissioner when an item originating with the administration "predominantly relates to a particular commission district." The proposed ordinance would instead require written notification to "all applicable district commissioners" whenever an item originating with the administration "relates to one or more commission district(s)."

Social Equity Statement

The Administration remains committed to maintaining open communication and routinely engages Commissioners regarding matters impacting their districts. The existing rule appropriately targets required notification to those matters that predominantly impact a particular district while also providing certainty for the administration in complying with Board Rules.

Fiscal Impact Statement

The responsibilities outlined in this ordinance fall within the existing duties of the Mayor and administration and may require additional administrative support. The fiscal impact to Miami-Dade County cannot be determined at this time.



Carladenise Edwards
Chief Administrative Officer



MEMORANDUM

(Revised)

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

DATE: September 1, 2026

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 7(B)

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**
- _____ **Requires more than a majority vote (i.e., 2/3's present ____, 2/3 membership ____, 3/5's ____, unanimous ____, majority plus one ____, CDMP 7 votes (majority of membership) ____, CDMP 2/3 members present but not less than 7 votes (majority of membership) ____, CDMP 9 votes (2/3 membership) ____) 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. 7(B)
9-1-26

ORDINANCE NO. 26-68

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; REVISING REQUIREMENTS RELATING TO NOTIFICATION PROVIDED BY THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO ALL APPLICABLE DISTRICT COMMISSIONERS OF CERTAIN MATTERS THAT ORIGINATE WITH THE ADMINISTRATION; 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 currently require that, for certain matters that predominantly relate to a particular commission district, the County Mayor or County Mayor's designee shall provide written notification to the applicable District Commissioner prior to the matter's placement on the appropriate agenda; and

WHEREAS, this Board wishes to amend this notification requirement in its Rules of Procedure,

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

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Rule 5.06. ORDINANCES, RESOLUTIONS, REPORTS, MOTIONS, CONTRACTS.

* * *

- (k) For a matter that originates with the administration and ~~[[predominantly]]~~ relates to >>one or more<< ~~[[a particular]]~~ commission >>district(s)<< ~~[[district]]~~, the Mayor or Mayor's designee shall >>simultaneously<< provide written notification to >>all<< ~~[[the]]~~ applicable district >>commissioners<< ~~[[commissioner]]~~ prior to the matter's placement on the appropriate agenda. >>This notification requirement shall be in addition to any other applicable notification requirements under these rules. In addition, this rule shall apply regardless of whether the matter may be sponsored by the Mayor. The Mayor or Mayor's designee shall provide written confirmation in the Mayor's memorandum associated with the matter that the written notification required by this rule was provided to all applicable district commissioners. Notwithstanding the foregoing, the requirements above regarding district commissioner notification shall not apply to any matter that relates to a property or facility of regional or countywide significance, such as an airport, seaport, marina, stadium, theater, or auditorium. In such instances, the Mayor or Mayor's designee shall provide a written statement in the Mayor's memorandum associated with the matter that written notification is not required because the foregoing exception applies.<<

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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:

September 1, 2026

Approved by County Attorney as
to form and legal sufficiency:



Prepared by:

James Eddie Kirtley
Annery Pulgar Alfonso



Prime Sponsor: Commissioner Marleine Bastien
Co-Sponsor: Senator René García