

CITY OF CORAL GABLES, FLORIDA

RESOLUTION NO. 2021-222

A RESOLUTION OF THE CITY COMMISSION DIRECTING THE CITY MANAGER AND CITY CLERK TO COORDINATE WITH ALL CITY BOARDS AND COMMITTEES TO ENSURE THAT ALL DRAFT BOARD AND COMMITTEE MEETING MINUTES ARE TIMELY PUBLISHED.

WHEREAS, the City of Coral Gables has over thirty boards and committees whose members are made up primarily of residents who volunteer their time to serve the City in an advisory or quasi-judicial capacity; and

WHEREAS, each board or committee is staffed by a City employee who serves as liaison and who is responsible for taking accurate minutes of each meeting in accordance with all applicable laws and policies; and

WHEREAS, in an effort to more expeditiously make meeting minutes available to the public at large and increase transparency surrounding the City's boards and committees the City Commission is examining current practices; and

WHEREAS, going forward City employees who serve as liaisons for City boards or committees should use all efforts and coordinate with the City Clerk's office in order to publish draft meeting minutes online within thirty days of the board or committee meeting, and directing that, when available, video recordings of each meeting should be posted online within twenty days of said meeting; and

WHEREAS, the City Commission is aware that the minutes to be posted will be draft minutes, subject to amendment and approval by the relevant board or committee, and the City Commission will still be presented with the official adopted minutes in a subsequent City Commission agenda; and

WHEREAS, the City Commission is aware that not all board and committee meetings have video recordings, and that at the City Manager's or City Clerk's direction the City may cease or begin video recordings of board and committee meetings as determined to be in the best interest of the City; and

WHEREAS, the City Commission directs that the City post those board and committee meeting minutes and video recordings as soon as they are available, and that City staff should endeavor to post those minutes and recordings well in advance of the twenty and thirty day deadlines established in this Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF CORAL GABLES:

SECTION 1. The foregoing “Whereas” clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution upon adoption hereof.

SECTION 2. That the City Commission hereby directs the City Manager and City Clerk to coordinate with all board and committee liaisons to ensure that all draft board and committee meeting minutes are published online no later than thirty days after each board or committee meeting.

SECTION 3. That the City Commission hereby direct the City Manager and City Clerk to coordinate with all board and committee liaisons to ensure that video recordings of board and committee meetings, when available, are published online no later than twenty days after each board or committee meeting.

SECTION 4. That this Resolution shall become effective upon the date of its passage and adoption herein.

PASSED AND ADOPTED THIS TWENTY-FOURTH DAY OF AUGUST, A.D., 2021.

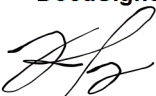
(Moved: Menendez / Seconded: Fors, Jr.)

(Yeas: Mena, Menendez, Anderson, Fors, Jr., Lago)


(Unanimous: 5-0 Vote)


(Agenda Item: G-18)

APPROVED:

DocuSigned by:

53B880AB93824A5...
VINCE LAGO
MAYOR

ATTEST:

DocuSigned by:

358417D2FA884FF...
BILLY Y. URQUIA
CITY CLERK

DocuSigned by:

03A0CB1421E64AC...
APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

MIRIAM SOLER RAMOS
CITY ATTORNEY