

**City of Coral Gables City Commission Meeting**  
**Agenda Item G-1**  
**October 10, 2017**  
**City Commission Chambers**  
**405 Biltmore Way, Coral Gables, FL**

**City Commission**

**Mayor Raul Valdes-Fauli**  
**Vice Mayor Pat Keon**  
**Commissioner Vince Lago**  
**Commissioner Frank Quesada**  
**Commissioner Michael Mena**

**City Staff**

**City Manager, Cathy Swanson-Rivenbark**  
**City Attorney, Craig E. Leen**  
**City Clerk, Walter J. Foeman**  
**Deputy City Clerk, Billy Urquia**

**Public Speaker(s)**

---

Agenda Item G-1 [10:50:33 a.m.]

A discussion on implementing a tracking tool to keep track of requests made by the Commission  
(Sponsored by Commissioner Lago)

Mayor Valdes-Fauli: Next is discussion on implementing a tracking tool to keep track of requests made by the Commission.

Commissioner Lago: Thank you Mayor, I'll be brief. I wrote a memo, just give me one second, I wrote a memo addressed to the Commission and to the Mayor on May 31<sup>st</sup> in regards to what the City of Doral was doing and it was just an opportunity, a tool that we could use to exercise transparency and I brought it up on several different Commission meetings, and I think Commissioner Quesada even mentioned at that point that it would be a good opportunity for us to before the meeting starts we could have it listed on the agenda items per Commissioner.

Commissioner Quesada: We did something a few years ago, I don't know if two of you were on the Commission at that time.

Commissioner Mena: Probably not.

Commissioner Quesada: So it wasn't on the agenda, give us an excel spreadsheet, not this large, but it basically was broken down by Commissioner as items that we've requested, just status, simple and it was just a reminder for us and in our comment section at every meeting, we'd follow up and say hey, what's the status of this, I see that this happened. It wasn't really an opportunity to get expansively into an issue, it's just so that all of us are aware of sort of everything that's pending. Some of those are going to be longer items and some are quicker items, but I thought it was great when we used to do it.

Mayor Valdes-Fauli: Madam City Manager will you take note.

City Manager Swanson-Rivenbark: So, we have an excel sheet, it started 3-10-2015; we have it now to 9-26-2017. It was sorted by date, it notes the individuals and the status and if it's been completed and what we can do is two things; one, IT has created a share point so people can look online to see where the status is, or we can just, this is how we track internally on the projects.

Commissioner Quesada: This is it; this is very similar to what we used to have.

Commissioner Lago: This is what I'd like to do and I think it's a great tool, this is the first time I see that, I haven't seen it and I've been asking for that for some time. So, what I'm going to do is and if I get my colleagues support, I would love to have this placed on our website and I would like for an updated copy provided to the Commission prior to every meeting.

Mayor Valdes-Fauli: With the agenda.

Commissioner Lago: Yes, with the agenda, provided to us for every meeting. So, I'm going to make a resolution moving forward that number one, it's to be provided on the website, so anybody who has an interest in finding out where a current project is in the queue, the status of a project, is there a hold up with the County, is there a hold up with the state, are we waiting for funding in next year's budget, and wanted to get access to that; and number two, that it be provided to the Commissioners with each one of their agenda packages prior to their meeting with the City Manager and staff.

Mayor Valdes-Fauli: Is there a motion?

Commissioner Lago: That's a motion.

Mayor Valdes-Fauli: Second?

Commissioner Quesada: Second.

Mayor Valdes-Fauli: Will you call the roll please.

Commissioner Mena: Yes

Commissioner Quesada: Yes

Vice Mayor Keon: Yes

Commissioner Lago: Yes

Mayor Valdes-Fauli: Yes

(Vote: 5-0)

Commissioner Lago: Thank you.

[End: 10:53:42 a.m.]