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Report on Annexation Steps for High Pines and Ponce/Davis

- October 15: Complete draft and mail survey/petition to voters in High Pines and Ponce/Davis
- October 30: return date for the City to receive petitions
- November 7: complete review of petitions/survey for validity and percentages
- November: public notice mail-out for City hearing to all property owners within the area to be annexed and to those property owners that live 600 feet outside the boundaries of the annexation area
- November: City Commission hearing to consider official annexation resolution for submittal of annexation application to Miami-Dade County
- Within two weeks of approval of the City Commission annexation resolution, complete preparation of County annexation application
- File annexation application with the Clerk of the Board of County Commissioners, and submit petitions for support to the County Department of Elections
- Clerk of the Board schedules the annexation request on an ensuing agenda of a meeting before the County Commission
- Meeting before County Commission to refer annexation request to County Planning Advisory Board for recommendation
- County Planning Advisory Board public hearing with mailed notice to property owners within the annexed area and 600 feet outside the boundaries of the annexed area for a recommendation to the County Commission on the annexation request
- County Commission Committee meeting and recommendation on resolution whether to direct County Attorney to prepare annexation ordinance

- County Commission meeting to adopt resolution directing County Attorney to prepare appropriate annexation ordinance
- Board of County Commissioners hearing – first reading and approval of annexation ordinance
- Preparation of Interlocal Agreement between Miami-Dade County and City of Coral Gables subject to an election
- Approval by Coral Gables of interlocal agreement
- Public Hearing before County Commission Committee whether to approve annexation ordinance and resolution adopting interlocal agreement both subject to an election.
- County Commission hearing – second reading and adoption of annexation ordinance and resolution adopting interlocal agreement, all subject to an election and directing that election be conducted
- Election conducted on annexation question by County Elections Department, typically a mailed ballot election
- County Execution of Interlocal Agreement between the County and Coral Gables