

**CITY OF CORAL GABLES, FLORIDA**

**RESOLUTION NO. 2025-**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CORAL GABLES, FLORIDA AMENDING RESOLUTION 2021-225 WHICH AMENDED THE POLICY ADOPTED PURSUANT TO RESOLUTION NO. 2019-55 FOR CITY COMMISSIONER EXPENSE ACCOUNTS/OFFICE BUDGETS AND DIRECTING CITY STAFF TO REDUCE THE AMOUNT FROM \$10,000 TO \$5,000 IN THE PROPOSED FISCAL YEAR 2025-2026 BUDGET

**WHEREAS**, Section 2-32 of the City Code, states under subsection (b)(5), that each City Commissioner shall have the authority to have an office budget in an amount determined in the City budget; and

**WHEREAS**, during the October 10, 2017 City Commission meeting, the stated purpose for the budgeted amount was to perform "outreach" which was described as a mail piece, town hall meeting, food/refreshments for town hall meetings, fees for a Constant Contact account, and other similar expenses; and

**WHEREAS**, \$5,000 per year was budgeted for each elected official's expense account/office budget; and

**WHEREAS**, in Resolutions 2019-55 (as amended), 2019-34, and 2021-225, the City Commission provided further clarification and specification as to the potential uses for those funds; and

**WHEREAS**, the policy currently provides that the expense account/office budget of each Commissioner may be used for the following purposes:

**a.)** Fees for mass mailings, public outreach software platforms, or other online communication accounts that are used by the elected officials to send official communications to City residents and businesses;

**b.)** Design, production, and printing costs for flyers, palm cards, or other advertisements for Town Hall or community meetings and community enhancement events hosted by the elected official;

**c.)** Purchase of refreshments or other necessities for Town Hall or community meetings and community enhancement events such as environmental clean ups, park beautification, educational presentations and similar events, hosted by the elected official;

**d.)** Purchase of refreshments such as coffee, tea, and water to be offered when welcoming visiting constituents;

e.) Expenses associated with the hosting of dignitaries;

f.) Purchase of tickets to events held in the City where the elected official is attending in his/her official capacity and tickets have not otherwise been procured; and

g.) Purchase of particular items needed for the office of the elected official such as frames, small furniture, appliances, and other similar items not covered by other City accounts; and

h) Donations for a public benefit to a public school in Coral Gables or a charitable organization based in Coral Gables.

**WHEREAS**, pursuant to Ordinance No. 2023-31 which adopted the Annual Budget of Estimated Revenues and Expenditures for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024, the budgeted amount for the expense account/office budget of each Commissioner was increased to \$10,000; and

**WHEREAS**, pursuant to Ordinance 2024-33, adopting the Annual Budget of Estimated Revenues and Expenditures for the Fiscal Year beginning October 1, 2024, the amount for the expense account/office budget of each Commissioner remains at \$10,000; and

**WHEREAS**, the City Commission wishes to amend the policy for allowable uses for each Commissioner's expense account/office budget to eliminate certain categories and to provide for annual reporting by each Commissioner regarding the use of funds in the expense account/office budget and to reduce the budgeted amount for each Commissioner's account from \$10,000 to \$5,000;

**WHEREAS**, specifically, the City Commission wishes to amend the policy as follows (deletions indicated by strikethroughs):

a.) Fees for ~~mass mailings~~, public outreach software platforms, or other online communication accounts that are used by the elected officials to send official communications to City residents and businesses;

b.) ~~Design, production, and printing costs for flyers, palm cards, or other advertisements for Town Hall or community meetings and community enhancement events hosted by the elected official;~~

c.) Purchase of refreshments or other necessities for Town Hall or community meetings and community enhancement events such as environmental clean ups, park beautification, educational presentations and similar events, hosted by the elected official;

d.) Purchase of refreshments such as coffee, tea, and water to be offered when welcoming visiting constituents;

e.) Expenses associated with the hosting of dignitaries;

~~f.) Purchase of tickets to events held in the City where the elected official is attending in his/her official capacity and tickets have not otherwise been procured; and~~

g.) Purchase of particular items needed for the office of the elected official such as frames, small furniture, appliances, and other similar items not covered by other City accounts; and

~~h.) Donations for a public benefit to a public school in Coral Gables or a charitable organization based in Coral Gables.~~

**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 yearly budgeted amount for each elected official is intended to be used for the following expenses:

a) Fees for public outreach software platforms, or other online communication accounts that are used by the elected officials to send official communications to City residents and businesses;

b) Purchase of refreshments or other necessities for Town Hall or community meetings and community enhancement events such as environmental clean ups, park beautification, educational presentations and similar events, hosted by the elected official;

c) Purchase of refreshments such as coffee, tea, and water to be offered when welcoming visiting constituents;

d) Expenses associated with the hosting of dignitaries;

e) Purchase of particular items needed for the office of the elected official such as frames, small furniture, appliances, and other similar items not covered by other City accounts.

**SECTION 3.** That any balance remaining in the account at the end of the fiscal year shall be deposited back into the General Fund.

**SECTION 4.** That by September 1<sup>st</sup> of each year (or prior to the end of a Commissioner's term or service should that occur prior to September 1<sup>st</sup>), each Commissioner shall prepare and make available to the public an annual report detailing the uses and amounts of funds expended from the expense account/office

budget.

**SECTION 5.** That City staff is directed to include in the proposed budget for fiscal year 2025-2026, \$5,000 for each Commissioner's expense account/office budget.

**SECTION 6.** That this Resolution shall become effective upon the date of its passage and adoption herein.

PASSED AND ADOPTED THIS \_\_\_\_\_DAY OF MAY, 2025.

VINCE LAGO  
MAYOR

ATTEST:

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

BILLY Y. URQUIA  
CITY CLERK

CRISTINA M. SUÁREZ  
CITY ATTORNEY