



To: Carmen Olazabal; Ariel Fernandez

From: Craig E. Leen, City Attorney for the City of Coral Gables

A handwritten signature in black ink, appearing to be "CL", is written over the name "Craig E. Leen".

RE: Legal Opinion Regarding Process For A Resident To Place Item On Agenda

Date: October 22, 2014

If there is a specific item you would like placed on the agenda, you would need to obtain a sponsor under section 2-69(i) of the City Code. That could be the Mayor, a Commissioner, the City Manager, City Attorney, or City Clerk.

If you are unable to obtain a sponsor for your item, you can request a Personal Appearance. This is addressed in section 2-69(e)(1) of the City Code:

"Any citizen shall be scheduled on the agenda of a regular meeting of the commission for presentation of information and material to be considered by the commission, within the scope, following the city manager's investigation and review of the citizen's issue, or unless otherwise directed by the mayor or a member of the commission."

Please note, the City recognizes the right of a citizen to address the City Commission, and this provision merely sets forth the procedure for doing so. Typically, you would send an email or letter to the City Manager explaining the issue you would like to raise, and the City would then schedule you for an upcoming available agenda that is convenient for you to attend.

Parramore, Carol

From: Leen, Craig
Sent: Wednesday, October 22, 2014 4:41 PM
To: Parramore, Carol
Cc: Thornton, Bridgette; Figueroa, Yaneris
Subject: FW: Agenda

Please place in the opinion folder.

Craig E. Leen, City Attorney
*Board Certified by the Florida Bar in
City, County and Local Government Law*
City of Coral Gables
405 Biltmore Way
Coral Gables, Florida 33134
Phone: (305) 460-5218
Fax: (305) 460-5264
Email: cleen@coralgables.com

From: Leen, Craig
Sent: Wednesday, October 22, 2014 4:35 PM
To: Olazabal, Carmen; 'Ariel Fernandez'
Cc: Foeman, Walter
Subject: RE: Agenda

Good afternoon, Ariel. If there is a specific item you would like placed on the agenda, you would need to obtain a sponsor under section 2-69(i) of the City Code. That could be the Mayor, a Commissioner, the City Manager, City Attorney, or City Clerk.

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Please let me know if you have any further questions.

Craig E. Leen, City Attorney
*Board Certified by the Florida Bar in
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405 Biltmore Way

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Email: cleen@coralgables.com

From: Olazabal, Carmen
Sent: Wednesday, October 22, 2014 10:38 AM
To: 'Ariel Fernandez'; Leen, Craig
Cc: Foeman, Walter
Subject: RE: Agenda
Importance: High

Craig,

Could you please let us know what the process is?

Carmen Olazabal, P.E.

Interim City Manager
City of Coral Gables
405 Biltmore Way
Coral Gables, Florida 33134
Office: (305) 460-5201
colazabal@coralgables.com

From: Ariel Fernandez [<mailto:ariel@arielfernandez.com>]
Sent: Wednesday, October 22, 2014 10:29 AM
To: Leen, Craig; Olazabal, Carmen
Subject: Agenda

Good morning Carmen and Craig,

I hope you are both well.

Quick question. If residents would like to have an item placed on the agenda for discussion, what would the process be?

Thank you both for your time!

Ariel

Ariel Fernandez
305-772-8956
ariel@arielfernandez.com