

**RESOLUTION NO. 23 - 1924**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, MODIFYING RESOLUTION 15-1325 AND ADOPTING POLICY REGARDING THE USE OF TOWN RESOURCES FOR COMMUNICATING OFFICIAL TOWN EVENTS; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Miami Lakes (the “Town”) Council desires to provide proper notifications to all members of the community of official Town events; and

**WHEREAS**, in order to prevent the misuse of Town resources, including but not limited to staff, financial resources, letterhead, and emails, the Town Council adopted Resolution 15-1325, establishing a policy restricting the use of Town resources for communicating and organizing official Town events by any one elected official without a vote by the entire Town Council; and

**WHEREAS**, from time to time, this policy has been waived when a particular event is organized by a member of the Town Council, without the use of public funds, extra-ordinary staff time, and is publicly noticed; and

**WHEREAS**, in order for the Town Council to effectively carry out their public function, it is desirous that they may be afforded the opportunity to independently organize and carry out events that are for the benefit of all Town residents, provided it does not expend public funds or overburden staff; and

**WHEREAS**, it is in the best interest of the Town to modify Town Resolution 15-1325 to provide our Councilmembers with greater flexibility to organize and carry out events.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AS FOLLOWS:**

**Section 1.**    **Recitals.**    The foregoing Recitals are true and correct and incorporated herein by this reference.

**Section 2.**    **Amending Resolution 15-1325 and Adopting an Amended Policy:** The Town Council hereby adopts the following policy as to the use of Town resources for communicating official Town resources for communicating official Town resources for communicating official Town events:

1. “Town Resources” are defined as Town email, letterhead, the Town logo, the Town seal, and any software owned/paid for by the Town, Town facilities, staff and/or financial resources.
2. Town resources may only be used for official Town business.
3. Unless as provided herein, in order to announce events using Town Resources, the event must be one that was publicly noticed, sponsored by the Town, and/or approved by the Town Council and/or a Committee using their budgeted funds.
4. A member of the Town Council may use Town Resources for any event they are organizing, provided the event does not use public funds, require extraordinary staff time and is publicly noticed without additional consent of the Town Council.

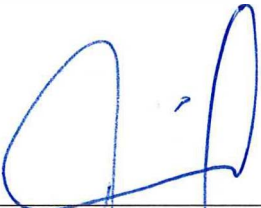
**Section 3.**    **Effective Date.**    This Resolution shall take effect immediately upon adoption.

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Passed and adopted this 31st day of July 2023.

The foregoing resolution was offered by Councilmember Dieguez who moved its adoption. The motion was seconded by Councilmember Collazo and upon being put to a vote, the vote was as follows:

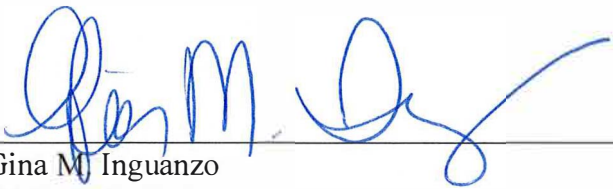
Mayor Manny Cid	Yes
Vice Mayor Carlos O. Alvarez	No
Councilmember Luis E. Collazo	Yes
Councilmember Josh Dieguez	Yes
Councilmember Tony Fernandez	No
Councilmember Ray Garcia	Yes
Councilmember Marilyn Ruano	No



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Manny Cid  
MAYOR


Attest:



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Gina M. Inguanzo  
TOWN CLERK

Approved as to form and legal sufficiency:



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Lorenzo Cobiella  
Gastesi, Lopez and Mestre, PLLC  
DEP TOWN ATTORNEY