

**THE ELEVENTH JUDICIAL CIRCUIT
MIAMI-DADE COUNTY, FLORIDA**

**CASE NO. 10-2
(Court Administration)**

**ADMINISTRATIVE ORDER
NO. 10-48**

**IN RE: DESIGNATION OF FLORENCE
PARODI AND BRODES HARTLEY TO
SERVE AS SUBSTITUTE CHAIR AND
SUBSTITUTE MEMBER OF THE MIAMI-
DADE COUNTY CANVASSING BOARD
FOR THE TOWN OF CUTLER BAY RUN-
OFF ELECTION**

WHEREAS, as a condition of incorporation approval pursuant to Article V of the Miami-Dade County Home Rule Charter, each new municipality shall provide for all of its elections to be canvassed by a County Canvassing Board as provided under the election laws of this State and section 20-27 (C) of the Miami-Dade County Code; and

WHEREAS, any modifications to such section will require all approvals normally required by the municipal charter, and approval by an affirmative vote of 2/3rds of the members of the Board of County Commissioners then in office, prior to a vote of qualified municipal electors; and

WHEREAS, the Town of Cutler Bay is scheduled to have a Run-Off Election on November 16, 2010; and

WHEREAS, according to Subsection 8(F)5.4 of the Town of Cutler Bay charter, their election shall be canvassed by the Miami-Dade County Canvassing Board; and

WHEREAS, pursuant to Section 102.141, Florida Statutes, the chair of the board of county commissioners, or a member of the board of county commissioners shall serve as a member of the county canvassing board for elections; and

WHEREAS, in the event the chair or a member of the board of county commissioners is unable to serve as a member, the chief judge of the circuit in which the county is located shall appoint as a substitute member a qualified elector of the county who is not a candidate with opposition in the election(s) being canvassed ("Substitute Member"); and

WHEREAS, the Chair of the Board of County Commissioners nor a member of the Board of County Commissioners for Miami-Dade County, Florida is able to serve, and

WHEREAS, due to this election being relatively small in nature, the uncertainty of whether the election will occur, and the complexity of the calendars of the **HONORABLE SHELLEY J. KRAVITZ** and the **HONORABLE NORMA LINDSEY**, both of whom were

previously appointed by the undersigned to serve as Chair and Substitute Member, respectively, on the Canvassing Board, the Supervisor of Elections, Lester Sola, has requested that the undersigned appoint Cutler Bay residents **FLORENCE PARODI** and **BRODES HARTLEY**, who are qualified electors in Miami-Dade County, to serve as Substitute Chair and Substitute Member of the County Canvassing Board for the Town of Cutler Bay Run-Off Election scheduled for November 16, 2010;

NOW, THEREFORE, pursuant to the authority vested in me as Chief Judge of the Eleventh Judicial Circuit of Florida, Florence Parodi and Brodes Hartley are hereby designated to serve as Substitute Chair and Substitute Member of the Miami-Dade County Canvassing Board for the Town of Cutler Bay Run-Off Election scheduled for November 16, 2010.

In such capacity, Florence Parodi and Brodes Hartley are hereby authorized to sign all documents pertaining to the election, as required, or as authorized by law.

DONE AND ORDERED in Chambers at Miami-Dade County, Florida, this 29th day of October, 2010.

**JOEL H. BROWN, CHIEF JUDGE
ELEVENTH JUDICIAL CIRCUIT OF FLORIDA**

**CANVASSING BOARD SCHEDULE
CUTLER BAY RUN-OFF ELECTION – NOVEMBER 16, 2010**

DATE/TIME	LOCATION	ACTIVITY	ATTENDANCE
Wednesday, 11/10/10 10:00 a.m.	Miami-Dade County Elections Department 2700 NW 87 th Ave. Miami, FL	1. Logic and Accuracy Test of the touch screen and optical scan voting systems to be used for precinct ballots	All Canvassing Board Members or one designated Canvassing Board Member
Monday, 11/15/10 10:00 a.m. through Tuesday, 11/16/10	Miami-Dade County Elections Department 2700 NW 87 th Ave. Miami, FL	1. Pre-count Logic and Accuracy Test of the optical scan system used for absentee and provisional ballots 2. Absentee ballot opening and processing (as needed) 3. Duplication of ballots (as needed)	One Canvassing Board Member or designee
Tuesday, 11/16/10 Canvassing: 6:00 p.m. to completion	<i>(To be determined after the 11/2/10 General Election)</i>	1. Absentee ballot opening and processing (as needed) 2. Duplication of ballots (as needed) 3. Canvassing of presumed invalid absentee ballots and provisional ballot 4. Tabulation of results 5. <u>Unofficial</u> Results provided by the Supervisor of Elections	All Canvassing Board Members
Friday, 11/19/10 11:00 a.m. to completion	Miami-Dade County Elections Department 2700 NW 87 th Ave. Miami, FL	1. Canvassing of provisional ballots (if needed) 2. Certification of Official Results, including provisionals, by the Supervisor of Elections 3. Post-count Logic and Accuracy Test of the optical scan system used for absentee and provisional ballots 4. Precinct and race selection for manual post-election audit 5. Audit process starts to completion	All Canvassing Board Members A majority of the Canvassing Board Members or their designees

Canvassing Board Members

(Pending Chief Judge's appointment – ***Substitute Chair***)

(Pending Chief Judge's appointment – ***Substitute Member***)

Supervisor of Elections Lester Sola, ***Member***

10/21/10:ZR