

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

**CASE NO. 04-2
(Court Administration)**

**IN RE: DESIGNATION OF COUNTY)
COURT JUDGE MARIA ORTIZ AS)
CHAIRPERSON OF THE CANVASSING)
BOARD FOR THE CITY OF SOUTH)
MIAMI)
_____)**

**ADMINISTRATIVE ORDER
NO. 04-19**

PURSUANT TO the authority vested in me as Chief Judge of the Eleventh Judicial Circuit of Florida, the Honorable **MARIA ORTIZ**, County Court Judge, is hereby designated to serve as Chairperson of the Canvassing Board under Section 102.141, Florida Statutes, for the City of South Miami General Election to be held on Tuesday, February 10, 2004.

In such capacity, Judge Ortiz is hereby authorized to sign all documents pertaining to said election as required or as authorized by law.

The Canvassing Board shall convene on February 10, 2004 in the South Miami City Hall, located at 6130 Sunset Drive, at 7:00 p.m.

DONE AND ORDERED in Chambers at Miami-Dade, Florida, this _____ day of February, 2004.

**JOSEPH P. FARINA, CHIEF JUDGE
ELEVENTH JUDICIAL CIRCUIT OF FLORIDA**

CANVASSING BOARD SCHEDULE
Miami Gardens Area
Special Election
13-May-03

DATE/TIME	LOCATION	ACTIVITY	ATTENDANCE
Thurs. 04/24/03 2:00 pm – 2:30 pm	Elections Department 111 NW 1 st St., Suite 1910	1. Designation of a Canvassing Board Member to be present during Logic & Accuracy Test of touch-screen system to be used at Early Voting Sites	All three Canvassing Board Members
Thurs. 05/01/03 8:00 am – 9:00 am	Elections Warehouse 7905 NW 77 th Ave.	1. Logic & Accuracy Test of the touch-screen system to be used at Early Voting Sites	One designated Canvassing Board Member
Thurs. 05/08/03 2:00 pm – 5:00 pm	Elections Warehouse 7905 NW 77 th Ave.	1. Logic & Accuracy Tests of the touch-screen system to be used at the polls and the optical scan system to be used for absentee ballots.	One designated Canvassing Board Member
Fri. 05/09/03 2:00 pm – 5:00 pm	Elections Department 111 NW 1 st St., Suite 1910	1. Canvass of presumed invalid absentee ballots 2. Designation of Canvassing Board representative to be present during opening and processing of absentee ballots	All three Canvassing Board Members
Mon. 05/12 – Tues. 05/13/03 8:00 am	Elections Department 111 NW 1 st St., Suite 1910	1. Opening and processing of absentee ballots as needed	One designated Canvassing Board Member
Tues. 05/13/03 6:00 pm – Completion	Parkway Elementary School (Cafeteria) 1320 NW 188 St.	1. Continuation of absentee ballot canvassing 2. Tabulation of results 3. Canvass of provisional ballots 4. Certification of Results	All three Canvassing Board Members

MEMORANDUM

TO: The Honorable Joseph P. Farina
Chief Judge, 11th Judicial Circuit

DATE: March 28, 2003

Alicia Acosta-Thatcher

FROM: Alicia Acosta-Thatcher
Elections Administrative Coordinator

SUBJECT: APPOINTMENT TO ELECTION
CANVASSING BOARD

Article 2, Section 2.07, of the Miami-Dade County Charter provides that all elections under this Charter, as well as elections called by the State, shall be canvassed by the County Canvassing Board as provided under the election laws of the State of Florida. Section 102.141, Florida Statutes, provides that a county court judge shall act as the Chairman of the County Canvassing Board.

We respectfully request that the Chief Judge consider the appointment of Judge Shelley J. Kravitz as the Chairperson of the Canvassing Board for the May 13, 2003 election listed below:

**Miami Gardens (North Dade Area) Special Election
(Charter Approval Question)**

No one who is an active participant in the campaign of the election being canvassed shall be eligible to serve on the Canvassing Board of the elections.

The Canvassing Board shall convene on the dates and locations indicated on the attached schedule. Please call if you need additional information. Thank you for your continued assistance.

Attachment