

MIAMI BEACH

TO: Miami Beach Board & Committee Members
FROM: Rafael E. Granado, City Clerk
SUBJECT: Financial Disclosure Requirement

Section 2-11.1(i) of the Miami-Dade County Code requires the yearly filing of financial disclosure information by all Miami Beach Board and Committee members with the Office of the City Clerk, **1700 Convention Center Drive, 1st Floor, Miami Beach, FL 33139, no later than 12:00 noon, July 1.**

You must file **ONE** of the following forms with the Miami Beach Office of the City Clerk, no later than **12:00 noon, July 1, of every year:**

- **Source of Income Statement (*Simplest Form to Complete*)**

The form may be downloaded at:

<https://www.miamibeachfl.gov/city-hall/city-clerk/forms/>

or

- **Statement of Financial Interests (Form 1)**

The form may be downloaded at:

<https://www.miamibeachfl.gov/city-hall/city-clerk/forms/>

or

- **Federal Income Tax Return**

Submit a copy of your latest Federal Income Tax Return with Social Security number(s) and bank account number(s) redacted.

Failure to file ONE of these forms, pursuant to the Miami-Dade County Code, may subject the person to a fine of no more than \$500, 60 days in jail, or both.

Board and Committee members may submit the completed form via email to BC@miamibeachfl.gov or by mail to:

Office of the City Clerk
1700 Convention Center Drive, 1st Floor
Miami Beach, Florida 33139
305.673.7411

Members of the Planning Board and Board of Adjustment will be notified directly by the State of Florida, pursuant to F.S. §112.3145(1)(a), to file a Statement of Financial Interests (Form 1) with the Miami-Dade County Supervisor of Elections by 12:00 noon, July 1, of every year. Planning Board and Board of Adjustment members who file their Form 1 with the County Supervisor of Elections automatically satisfy the County's financial disclosure requirement as a Miami Beach City Board/Committee member and need not file an additional form with the Office of the City Clerk. However, compliance with the County disclosure requirement does not satisfy the State requirement.

Should you have any questions, please contact the City Clerk's Office at 305.673.7411.

Note: Florida Statutes §119.07: The role of the Office of the City Clerk is to receive and maintain forms filed as public records. If your home address is exempt from disclosure and you do not wish your home address to be made public, please use your office or other address for your mailing address. The following persons are exempt from disclosing their home addresses: active or former law enforcement personnel, including correctional and correctional probation officers, personnel of the Department of Children and Family Services whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities, personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect, and personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement; firefighters; justices and judges; current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; county and municipal code inspectors and code enforcement officers.