

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AUTHORIZING EARLY VOTING FOR THE NOVEMBER 7, 2023 CITY OF MIAMI BEACH GENERAL ELECTION AND, IF REQUIRED, A NOVEMBER 21, 2023 RUN-OFF ELECTION AND DIRECTING THE MIAMI-DADE COUNTY SUPERVISOR OF ELECTIONS OR HER DESIGNEE TO PROVIDE DRIVE-THROUGH DROP-BOX LOCATIONS AT ALL EARLY VOTING SITES DURING EARLY VOTING TO ALLOW VOTERS TO SECURELY AND TIMELY RETURN VOTE-BY-MAIL BALLOTS FOR THE NOVEMBER 7, 2023 CITY OF MIAMI BEACH GENERAL ELECTION, AND, IF REQUIRED, THE NOVEMBER 21, 2023 RUN-OFF ELECTION.**

**WHEREAS**, Florida's Election Code states that municipalities may provide Early Voting in municipal elections that are not held in conjunction with County or State elections and, pursuant thereto, the City may designate as many Early Voting sites as necessary and conduct its activities in accordance with the provisions of Sections §101.657(1)(a)-(c) of the Florida Statutes; and

**WHEREAS**, the City of Miami Beach has scheduled a General Election to be held on Tuesday, November 7, 2023, to elect a Mayor and City Commission members in Groups IV, V, and VI, and has scheduled a Run-Off Election (if required) for Tuesday, November 21, 2023, neither of which election dates are being held in conjunction with a County or State election; and

**WHEREAS**, pursuant to Florida Statute Section 101.657 (1)(e) and Miami Beach City Code Section 38-6(a) and (b), the City Commission hereby authorizes Early Voting for the November 7, 2023 City of Miami Beach General Election, and, if required, the November 21, 2023 Run-Off Election; and

**WHEREAS**, pursuant to City Code Section 38-6(b)(1), the City Commission has designated Miami Beach City Hall, First Floor Conference Room, 1700 Convention Center Drive, and the North Shore Branch Library, 7501 Collins Avenue, as the Early Voting locations within the City of Miami Beach and authorizes the following Early Voting schedule for the November 7, 2023 City of Miami Beach General Election:

**FIRST WEEK**

<b>DATE</b>	<b>TIME</b>
Monday, October 23, 2023	7:00 a.m. - 3:00 p.m.
Tuesday, October 24, 2023	7:00 a.m. - 3:00 p.m.
Wednesday, October 25, 2023	7:00 a.m. - 3:00 p.m.
Thursday, October 26, 2023	7:00 a.m. - 3:00 p.m.
Friday, October 27, 2023	7:00 a.m. - 3:00 p.m.
Saturday, October 28, 2023	8:00 a.m. - 4:00 p.m.
Sunday, October 29, 2023	8:00 a.m. - 4:00 p.m.

**SECOND WEEK**

<b>DATE</b>	<b>TIME</b>
Monday, October 30, 2023	11:00 a.m. - 7:00 p.m.
Tuesday, October 31, 2023	11:00 a.m. - 7:00 p.m.
Wednesday, November 1, 2023	11:00 a.m. - 7:00 p.m.

Thursday, November 2, 2023	11:00 a.m. - 7:00 p.m.
Friday, November 3, 2023	11:00 a.m. - 7:00 p.m.
Saturday, November 4, 2023	8:00 a.m. - 4:00 p.m.
Sunday, November 5, 2023	8:00 a.m. - 4:00 p.m.

**WHEREAS**, pursuant to City Code Section 38-6(b)(2), the City Commission has designated Miami Beach City Hall, First Floor Conference Room, 1700 Convention Center Drive, and the North Shore Branch Library, 7501 Collins Avenue, as the Early Voting locations within the City of Miami Beach in the event of a November 21, 2023 Run-Off Election and authorizes the following Early Voting schedule for the November 21, 2023 City of Miami Beach Run-Off Election:

DATE	TIME
Friday, November 17, 2023	8:00 a.m. - 4:00 p.m.
Saturday, November 18, 2023	8:00 a.m. - 4:00 p.m.
Sunday, November 19, 2023	8:00 a.m. - 4:00 p.m.

**WHEREAS**, voters in the State of Florida are eligible to Vote-by-Mail, or in person either at an Early Voting location during the Early Voting period or at their designated polling place on Election Day; and

**WHEREAS**, Florida law permits voters to return their Vote-by-Mail ballots to the County Elections Department by mail or in person on Election Day before 7:00 p.m., or to drop off their Vote-by-Mail ballot at an Early Voting location during the hours of operation via Secure Ballot Intake Station (Vote-by-Mail Drop Box); and

**WHEREAS**, the City Commission believes that providing secure, drive-through Vote-by-Mail drop-box locations at the above Miami Beach Early Voting sites will allow voters to securely and timely cast their votes and thus encourage more voter participation in the November 7, 2023 City of Miami Beach General Election, and, if required, the November 21, 2023 Run-Off Election; and

**WHEREAS**, the Miami-Dade County Elections Department has provided the City Clerk with an estimate of \$357,409.95 for the City's November 7, 2023 General Election, which includes the costs of 14 Early Voting days at two Early Voting sites (See Exhibit A, Estimate – General Election); and

**WHEREAS**, the Miami-Dade County Elections Department has further provided the City Clerk with an estimate of \$214,654.44 for the City's November 21, 2023 Run-Off Election, if required, which includes the costs of three Early Voting days at two Early Voting sites (See Exhibit B, Estimate – Run-Off Election).

**NOW THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH:**

**Section 1.**

Authorize Early Voting for the November 7, 2023 City of Miami Beach General Election, and, if required, a November 21, 2023 Run-Off Election, with Early Voting to be conducted in accordance with the provisions of this Resolution. It is further resolved that if necessary or expedient to implement Early Voting in accordance with Code section 38-6, the City Clerk is authorized to take any action not otherwise inconsistent with State

or County law, including but not limited to altering the days and locations of the Early Voting schedule set forth herein if necessary due to an unforeseen event, with the City Clerk immediately reporting the change to the Mayor and Commissioners via a Letter to Commission (LTC).

**Section 2.**

Direct the Miami-Dade County Supervisor of Elections or her designee to provide drive-through Vote-by-Mail ballot drop-box locations at all Early Voting sites in Miami Beach to allow voters to securely and timely deliver their Vote-by-Mail ballots to the Supervisor of Elections for the November 7, 2023 City of Miami Beach General Election, and, if required, a November 21, 2023 Run-Off Election. The Vote-by-Mail ballot drop-box locations at Early Voting sites shall be available to voters during the same days and hours of operation as the Early Voting sites. All drive-through Vote-by-Mail drop-box locations shall be staffed by a designee of the Miami-Dade County Elections Department who shall take possession of all returned Vote-by-Mail ballots. The designee of the Miami-Dade County Elections Department shall keep such ballots in a secure, sealed container and transport them to the Miami-Dade County Elections Department at the end of every Early Voting day. The option to deliver Vote-by-Mail ballots to the drive-through Vote-by-Mail drop-box locations shall be in addition to all other legal methods of delivery of Vote-by-Mail ballots.

**PASSED and ADOPTED** this 26<sup>th</sup> day of July, 2023.

**ATTEST:**

  
\_\_\_\_\_  
RAFAEL E. GRANADO  
CITY CLERK

JUL 28 2023

  
\_\_\_\_\_  
DAN GELBER  
MAYOR



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APPROVED AS TO  
FORM & LANGUAGE  
& FOR EXECUTION

  
\_\_\_\_\_  
City Attorney PAZ

7-14-23  
Date

# MIAMI BEACH

## COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission  
FROM: Rafael E. Granado, City Clerk  
DATE: July 26, 2023

SUBJECT: A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AUTHORIZING EARLY VOTING FOR THE NOVEMBER 7, 2023 CITY OF MIAMI BEACH GENERAL ELECTION AND, IF REQUIRED, A NOVEMBER 21, 2023 RUN-OFF ELECTION AND DIRECTING THE MIAMI-DADE COUNTY SUPERVISOR OF ELECTIONS OR HER DESIGNEE TO PROVIDE DRIVE-THROUGH DROP-BOX LOCATIONS AT ALL EARLY VOTING SITES DURING EARLY VOTING TO ALLOW VOTERS TO SECURELY AND TIMELY RETURN VOTE-BY-MAIL BALLOTS FOR THE NOVEMBER 7, 2023 CITY OF MIAMI BEACH GENERAL ELECTION, AND, IF REQUIRED, THE NOVEMBER 21, 2023 RUN-OFF ELECTION.

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### ANALYSIS

The City of Miami Beach has scheduled a General Election to be held on Tuesday, November 7, 2023, to elect a Mayor and City Commission members in Groups IV, V, and VI; a Run-Off Election, if required, is scheduled for Tuesday, November 21, 2023.

As authorized by Section 101.657 of the Florida Statutes, and pursuant to Miami Beach City Code Section 38-6 entitled "Early Voting," the City is authorized to provide for Early Voting in those City elections that are not held in conjunction with County or State elections and shall conduct its Early Voting activities in accordance with the provisions of Sections 101.657(1)(a)-(c) of the Florida Statutes.

Since the November 7, 2023 General Election and the November 21, 2023 Run-Off Election (if required), are not being held in conjunction with a County or State election, the attached Resolution sets forth the Miami Beach City Commission's formal declaration authorizing and providing for Early Voting relative to said Elections. Consistent with City Code Section 38-6(b), such Early Voting shall occur at Miami Beach City Hall and the North Shore Branch Library, following the below schedule:

**November 7, 2023 General Election.** Early Voting is to occur Monday, October 23, 2023 through Sunday, November 5, 2023, according to the attached schedule.

**November 21, 2023 Run-Off Election (if required).** Early Voting is to occur Friday,

November 17, 2023 through Sunday, November 19, 2023, according to the attached schedule.

If necessary or expedient to implement Early Voting in accordance with Code Section 38-6, the City Clerk is authorized to alter the days and locations of the Early Voting schedule due to an unforeseen event, and will immediately report the change to the Mayor and Commissioners via a Letter to Commission (LTC). Further, the City Clerk will notice the dates, hours, and locations of Early Voting in a newspaper(s) of general circulation within the City of Miami Beach.

The Resolution further directs the Miami-Dade County Supervisor of Elections or her designee to provide drive-through Vote-by-Mail ballot drop-box locations at the two Early Voting sites in Miami Beach to allow voters to securely and timely deliver their Vote-by-Mail ballots to the Supervisor of Elections for the November 7, 2023 City of Miami Beach General Election, and, if required, a November 21, 2023 Run-Off Election. The Vote-by-Mail ballot drop-off locations at Early Voting sites shall be available to voters during the same days and hours of operation as the Early Voting sites. All drive-through Vote-by-Mail drop-box locations shall be staffed by a designee of the Miami-Dade County Elections Department who shall take possession of all returned Vote-by-Mail ballots. The designee of the Miami-Dade County Elections Department shall keep such ballots in a secure, sealed container and transport them to the Miami-Dade County Elections Department at the end of every Early Voting day. The option to deliver Vote-by-Mail ballots to the drive-through Vote-by-Mail drop-box locations shall be in addition to all other legal methods of delivery of Vote-by-Mail ballots.

**SUPPORTING SURVEY DATA**

N/A

**FINANCIAL INFORMATION**

The Miami-Dade County Elections Department has provided the City Clerk with an estimate of \$357,409.95\* for the City's November 7, 2023 General Election, which includes the costs of 14 Early Voting days at two Early Voting sites (See Estimate – General Election.)

The Miami-Dade County Elections Department has provided the City Clerk with an estimate of \$214,654.44\* for the City's November 21, 2023 Run-Off Election, if required, which includes the costs of three Early Voting days at two Early Voting sites (See Estimate – Run-Off Election.)

\*Subject to adoption of funding in the FY 23/24 Budget.

**Amount(s)/Account(s):**

011-9322-000312-90-400-592-00-00-00 (FY 23/24): \$357,409.95

011-9322-000312-90-400-592-00-00-00 (FY 23/24): \$214,654.44

Subject to adoption of funding in the FY 23/24 Budget.

**Applicable Area**

Citywide

**Is this a "Residents Right to Know" item, pursuant to**

**Does this item utilize G.O. Bond Funds?**

**City Code Section 2-14?**

No

No

**Legislative Tracking**

Office of the City Clerk/Office of the City Attorney

**ATTACHMENTS:**

**Description**

- Early Voting Schedule
- Exhibit A - Estimate General Election - 14 days of Early Voting at 2 locations.
- Exhibit B - Estimate - Run-Off Election - 3 days of Early Voting at 2 locations.
- Resolution

**EARLY VOTING SITES AND SCHEDULE**  
**NOVEMBER 7, 2023**

**GENERAL ELECTION**

Miami Beach City Hall  
1700 Convention Center Drive  
First Floor Conference Room  
Miami Beach, FL 33139

North Shore Branch Library  
7501 Collins Avenue  
Miami Beach, FL 33141

**FIRST WEEK**

<b>DATE</b>	<b>TIME</b>
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Friday, October 27, 2023	7:00 a.m. - 3:00 p.m.
Saturday, October 28, 2023	8:00 a.m. - 4:00 p.m.
Sunday, October 29, 2023	8:00 a.m. - 4:00 p.m.

**SECOND WEEK**

<b>DATE</b>	<b>TIME</b>
Monday, October 30, 2023	11:00 a.m. - 7:00 p.m.
Tuesday, October 31, 2023	11:00 a.m. - 7:00 p.m.
Wednesday, November 1, 2023	11:00 a.m. - 7:00 p.m.
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Friday, November 3, 2023	11:00 a.m. - 7:00 p.m.
Saturday, November 4, 2023	8:00 a.m. - 4:00 p.m.
Sunday, November 5, 2023	8:00 a.m. - 4:00 p.m.

**EARLY VOTING SITES AND SCHEDULE**  
**NOVEMBER 21, 2023**

**RUN-OFF ELECTION (IF REQUIRED)**

Miami Beach City Hall  
1700 Convention Center Drive  
First Floor Conference Room  
Miami Beach, FL 33139

North Shore Branch Library  
7501 Collins Avenue  
Miami Beach, FL 33141

<b>DATE</b>	<b>TIME</b>
Friday, November 17, 2023	8:00 a.m. - 4:00 p.m.
Saturday, November 18, 2023	8:00 a.m. - 4:00 p.m.
Sunday, November 19, 2023	8:00 a.m. - 4:00 p.m.

## ESTIMATE

### City of Miami Beach General Election - 14 EV Days, 2 Sites

Rafael E. Granado, City Clerk  
 City of Miami Beach  
 1700 Convention Center Dr., #200  
 Miami Beach, FL 33139

Estimate N°: MB-GE-11072023  
 Estimate Date: January 17, 2023

Registered Voters:	50,948	Early Voting Days:	14
Precincts:	29	Early Voting Sites:	2
Polling Places:	23		
Permanent Absentee Ballots:	15,000		

<b>Personnel</b>	<b>\$ 237,093.59</b>
<i>Salaries &amp; Fringe Benefits, Overtime, Poll Workers</i>	
<b>Polling Places</b>	<b>6,674.00</b>
<i>Security, Polling Place Rentals</i>	
<b>Supplies and Services</b>	<b>13,406.00</b>
<i>Election Supplies, Communication Charges, Vote by Mail Ballots Set Up</i>	
<b>Trucks and Vehicles</b>	<b>18,547.00</b>
<i>Delivery/Pickup of Voting Equipment, ISD Fleet Vehicles Rental</i>	
<b>Printing and Advertising</b>	<b>26,635.64</b>
<i>Vote by Mail, Early Voting &amp; Precinct Ballots, Consumables, Temporary Polling Place Change Notices</i>	
<b>Postage</b>	<b>18,176.90</b>
<i>Vote by Mail Sent and Business Reply, Temporary Polling Place Change Notices, Letters</i>	
<b>Ballot Creation</b>	<b>4,385.00</b>
<i>In-House &amp; Outside Contractual Services, Translations - Based on one question</i>	
<b>Administrative Overhead</b>	<b>32,491.81</b>
<i>Indirect Costs, Logic &amp; Accuracy, Post-Election Audits</i>	
<b>*TOTAL</b>	<b><u>\$ 357,409.95</u></b>

\* Please note these costs are estimates and are subject to change. This estimate does include the cost of ballot printing; however, if your question(s)/race(s) creates an additional ballot page, the cost will be adjusted accordingly.

## ESTIMATE

### City of Miami Beach Run Off Election - 3 EV Days, 2 Sites

Rafael E. Granado, City Clerk  
 City of Miami Beach  
 1700 Convention Center Dr., #200  
 Miami Beach, FL 33139

Estimate N°: MB-RO-11312023  
 Estimate Date: January 17, 2023

Registered Voters:	50,948	Early Voting Days:	3
Precincts:	29	Early Voting Sites:	2
Polling Places:	23		
Permanent Absentee Ballots:	15,000		

<b>Personnel</b>	<b>\$ 114,217.86</b>
<i>Salaries &amp; Fringe Benefits, Overtime, Poll Workers</i>	
<b>Polling Places</b>	<b>5,450.00</b>
<i>Security, Polling Place Rentals</i>	
<b>Supplies and Services</b>	<b>7,728.00</b>
<i>Election Supplies, Communication Charges, Vote by Mail Ballots Set Up</i>	
<b>Trucks and Vehicles</b>	<b>18,547.00</b>
<i>Delivery/Pickup of Voting Equipment, ISD Fleet Vehicles Rental</i>	
<b>Printing and Advertising</b>	<b>26,635.64</b>
<i>Vote by Mail, Early Voting &amp; Precinct Ballots, Consumables, Temporary Polling Place Change Notices</i>	
<b>Postage</b>	<b>18,176.90</b>
<i>Vote by Mail Sent and Business Reply, Temporary Polling Place Change Notices, Letters</i>	
<b>Ballot Creation</b>	<b>4,385.00</b>
<i>In-House &amp; Outside Contractual Services, Translations - Based on one question</i>	
<b>Administrative Overhead</b>	<b>19,514.04</b>
<i>Indirect Costs, Logic &amp; Accuracy, Post-Election Audits</i>	
<b>*TOTAL</b>	<b><u>\$ 214,654.44</u></b>

\* Please note these costs are estimates and are subject to change. This estimate does include the cost of ballot printing; however, if your question(s)/race(s) creates an additional ballot page, the cost will be adjusted accordingly.