

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

**CASE NO. 09-2
(Court Administration)**

**ADMINISTRATIVE ORDER
NO. 09-30**

**IN RE: DESIGNATION OF COUNTY
COURT JUDGE SHELLEY J. KRAVITZ
AS CHAIRPERSON OF THE
CANVASSING BOARD OF MIAMI-DADE
COUNTY, FLORIDA**

WHEREAS, pursuant to Section 102.141, Florida Statutes, a county court judge shall act as the chairperson of the Miami-Dade County Canvassing Board for elections; and

WHEREAS, the **Honorable SHELLEY J. KRAVITZ** has previously served in such capacity and is available to serve as Chairperson for the upcoming elections; and

WHEREAS, the Canvassing Board will convene on September 15, 2009 in connection with the Special Taxing District Elections for Highlands Ranch, Hammock Lakes, and Keystone Point Security Guard Special Taxing Districts;

NOW, THEREFORE, pursuant to the authority vested in me as Chief Judge of the Eleventh Judicial Circuit of Florida, Judge Shelley J. Kravitz is hereby designated to serve as Chairperson of the Canvassing Board of Miami-Dade County, Florida on September 15, 2009 for the Special Taxing District Elections and any subsequent meetings pertaining to said elections.

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

DONE AND ORDERED in Chambers at Miami-Dade, Florida, this _____ day of _____, 2009.

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

MIAMI-DADE COUNTY CANVASSING BOARD SCHEDULE

**Highland Ranch Estates, Hammock Lakes and Keystone Point
Security Guard Special Taxing Districts Elections
9/15/09**

DATE/TIME	LOCATION	ACTIVITY	ATTENDANCE
Thursday, 9/10/09 10:00 a.m.	Miami-Dade County Elections Department 2700 NW 87 th Ave. Miami, FL	1. Logic and Accuracy Test of the optical scan voting systems to be used for paper ballots	Lester Sola as designee for the Canvassing Board (Other members optional)
Monday, 9/14/09 10:00 a.m. through Wednesday, 9/16/09	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 paper ballots 2. Ballots opening and processing (as needed) 3. Duplication of ballots (as needed)	Lester Sola as designee for the Canvassing Board (Other members optional)
Tuesday, 9/15/09 7:00 p.m.	Miami-Dade County Elections Department 2700 NW 87 th Ave. Miami, FL	1. Tabulation of results starts 2. <u>Unofficial Results</u>	Lester Sola as designee for the Canvassing Board (Other members optional)
Wednesday, 9/16/09 Canvassing: 10:00 a.m. to completion	Miami-Dade County Elections Department 2700 NW 87 th Ave. Miami, FL	1. Canvassing of presumed invalid ballots 2. Tabulation of results completed 3. Certification of <u>Official Results</u> by the County Canvassing Board 4. Post-count Logic and Accuracy Test of the optical scan system used for paper ballots 5. Precincts and question selection for manual post-election audit 6. Audit process starts to completion	All Canvassing Board Members A majority of the Canvassing Board Members or their designees

County Canvassing Board Members:

County Court Judge, (TBD), *Chairperson*
County Commissioner Carlos A. Gimenez, *Member*
Supervisor of Elections, Lester Sola, *Member*