



To: Walter Foeman

From: Miriam S. Ramos, Deputy City Attorney for the City of Coral Gables

Approved: Craig E. Leen, City Attorney for the City of Coral Gables 

RE: Legal Opinion Regarding Electronic Filing

Date: June 30, 2015

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You ask whether forms (i.e. Form 1, Form 8b, Source of Income Statements, etc.) may be filed electronically or whether an original is required.

In 2013, the Ethics Commission at a public hearing, issued RQO 13-02 opining that “the Elections department may accept financial disclosure forms electronically – by fax, email, or other devices compatible with the Department’s systems...” It is therefore my opinion, that the City of Coral Gables’ Clerk’s Office may accept forms electronically. The City’s Clerk’s Office, in this regard, serves a similar function to that of the Miami-Dade Elections Department and therefore RQO 13-02 should reasonable extent to it as well.

This opinion is issued pursuant to Sec. 2-201(e)(1) and (8) of the City of Coral Gables Code which grants the City Attorney’s Office the authority to issue opinions and interpretation on behalf of the City.

## Herbello, Stephanie

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**From:** Leen, Craig  
**Sent:** Thursday, July 09, 2015 12:36 AM  
**To:** Herbello, Stephanie  
**Cc:** Ramos, Miriam  
**Subject:** Fwd: Electronic Filing  
**Attachments:** image002.png

Please publish.

Sent from my iPhone

Begin forwarded message:

**From:** "Ramos, Miriam" <[mramos@coralgables.com](mailto:mramos@coralgables.com)>  
**Date:** June 30, 2015 at 2:53:40 PM EDT  
**To:** "Foeman, Walter" <[wfoeman@coralgables.com](mailto:wfoeman@coralgables.com)>  
**Cc:** "Leen, Craig" <[cleen@coralgables.com](mailto:cleen@coralgables.com)>, "Figueroa, Yaneris" <[yfigueroa@coralgables.com](mailto:yfigueroa@coralgables.com)>, "Davis, Yolande" <[YDavis@coralgables.com](mailto:YDavis@coralgables.com)>  
**Subject:** Electronic Filing

Dear Walter,

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In 2013, the Ethics Commission at a public hearing, issued RQO 13-02 opining that "the Elections department may accept financial disclosure forms electronically – by fax, email, or other devices compatible with the Department's systems..." It is therefore my opinion, that the City of Coral Gables' Clerk's Office may accept forms electronically. The City's Clerk's Office, in this regard, serves a similar function to that of the Miami-Dade Elections Department and therefore RQO 13-02 should reasonable extent to it as well.

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Sincerely,

*Miriam S. Ramos, Esq.*  
Deputy City Attorney  
City of Coral Gables  
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