

## Frigo, Victoria (COE)

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**From:** Centorino, Joseph (COE)  
**Sent:** Tuesday, January 15, 2013 3:13 PM  
**To:** Frigo, Victoria (COE)  
**Cc:** Sanchez, Gerald (CAO)  
**Subject:** INQ - Mayor Carlos Gimenez

Mayor Carlos Gimenez has inquired as to whether he may use his official stationery to provide a letter of recommendation to an individual. The person in question is someone that is known to Mayor Gimenez through the Mayor's prior public service at the City of Miami.

In the past we have cautioned public officials against using official letterhead or stationery to promote any person or cause that is unconnected to public business, e.g. providing letters of recommendation to family friends or other individuals known to the official only through family or personal relationships. The reason for this is to avoid any potential misuse of public resources or Exploitation of Official Position under Section 2-11.1(g) of the Miami-Dade Conflict of Interest and Code of Ethics Ordinance.

Under the aforesaid circumstances, where the official in question has become acquainted with someone in the course of the official's present or past public service, and the purpose of the letter is to vouch for the character or qualifications of that individual, I have expressed the opinion that it is permissible to use one's official stationery to provide a letter of recommendation for such an individual.

### *Joseph M. Centorino*

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