

Sanchez, Rodzandra (COE)

From: Diaz-Greco, Gilma M. (COE)
Sent: Tuesday, February 27, 2018 3:23 PM
To: Sanchez, Rodzandra (COE)
Subject: Limitations on Doing Business with the County Ethics Opinion INQ 18-56
Attachments: INQ 18-56 Santarossa.pdf; Santarossa, Mirta Applic..pdf; Air Technik, Inc. Sunbiz.pdf

INQ 18-56 Santarossa

From: Diaz-Greco, Gilma M. (COE)
Sent: Tuesday, February 27, 2018 3:20 PM
To: 'airtnik@gmail.com' <airtnik@gmail.com>
Subject: Limitations on Doing Business with the County Ethics Opinion INQ 18-56

Dear Ms. Santarossa:

Attached is the Limitations on Doing Business with the County Ethics opinion. Please note that it indicates that you may enter into contracts with Miami-Dade County, but not with the Miami-Dade Clerk of the Courts department which employs you. Miami-Dade code 2-11.1 (c) and (d). Furthermore, please remember that you are required to complete the outside employment paperwork annually, and that you may not lobby for any contract between your business and Miami-Dade County. See the County Ethics Code at Secs. 2-11 and 2-11.1 (k) and (m)(1).

You may print a copy of the letter and submit it to the Procurement Department and also print a copy for your records. Please do not hesitate to contact me if you have further questions.

Cordially,

Gilma (Mimi) Diaz-Greco
Staff Attorney



Miami-Dade Commission on Ethics and Public Trust
19 W. Flagler Street, Suite 820
Miami, FL 33130
Tel: (305) 579-2594
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EXECUTIVE DIRECTOR
General Counsel
Michael P. Murawski
ADVOCATE

Via email at: airtnik@gmail.com

February 27, 2018

Mirta Santarossa
17461 NW 89 CT
Miami, Florida 33018

*Please submit this letter to
the Procurement
Department. The Ethics
Commission does not submit
this letter on your behalf*

Re: **INQ 18-56** Limitations on Doing Business with the County

Dear Ms. Santarossa:

On February 19, 2018, you asked about limitations in doing business with the County through Air Technik Inc, a business privately owned by you and your husband. You are a County employee working as a Court Records Specialist with the Miami-Dade Clerk of Courts ("COC").

We conclude that Air Technik Inc. may enter into contracts with Miami-Dade County but not with the COC. This opinion is based on the following facts and legal analysis:

OUTSIDE EMPLOYMENT

Work conducted for your privately owned business constitutes outside employment. The Ethics Code prohibits County employees from engaging in conflicting outside employment. You will be required to obtain permission to engage in outside employment annually from your supervisor and file related financial disclosure forms every year. Conflicting employment is sometimes created when a County employee comes in contact with the same or similar people or entities in both his outside employment and in his County job or when he uses the same or similar resources in his outside employment as he uses in his County work. See the County Code at Secs. 2-11.1 (g) and (j).

Please note that this letter does not grant you permission to engage in outside employment. You must obtain permission to engage in outside employment annually from your supervisor and file related financial disclosure forms every year.

CONTRACTING WITH THE COUNTY

Once you have been granted permission to engage in outside employment, you may enter into a County contract through your privately owned business, Air Technik Inc., as long as the contract does not interfere with the full and faithful discharge of your duties to the County. *See* the County Ethics Code at Secs. 2-11.1 (c) (2) and (d).

This includes the condition that you may not participate in determining the contract requirements or in awarding the contract. Additionally, none of your job responsibilities and job descriptions may require you to be involved in the contract in any way including, but not limited to, its enforcement, oversight, administration, amendment, extension, termination or forbearance. Finally, you may **not** work in any County department that would enforce, oversee or administer this contract. Consequently, Air Technik Inc. may not enter into contracts with the COC.

LOBBYING

Additionally, you may not lobby the County. In this case, it means that you may not contact anyone within the County in an attempt to **influence** a decision about any contract Air Technik Inc. is seeking. *See* the County Ethics Code § 2-11.1 (m)(1).

This opinion construes the Miami-Dade County Ethics Code as it applies to County employee-vendors at Sections 2-11.1 (c), (d) and (m)(1) only. It is not applicable to any conflicts under other sections of the County Code or to issues related to state or federal laws.

If any of the facts you have presented change or if you have further questions, please feel free to contact me at 305 350-0638.

Sincerely,



Gilma Diaz-Greco
Staff Attorney

INQ 18-
Santarossa
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County Employees Wishing to Register as County Vendors

Please submit the following information by mail, fax, **or** email to—

Gilma Diaz-Greco, Staff Attorney
The Commission on Ethics & Public Trust
19 West Flagler St., Suite 820
Miami, FL 33130

Phone: (305) 350-0638
Fax: (305) 579-0273
Email: gdiazgr@miamidade.gov

Employee's Name	Mirta Santarossa
Employee's Dept.	031
Employee's Title	Court Record Specialist 1
Business Name	Air Technik Inc.
Type of Business	Repair Station electronics equipments
Employee's Mailing Address	17461 NW 89 CT Miami Florida 33018
Employee's Daytime Phone	305 321 9741
Employee's Preferred Email	airtnik@gmail.com
Immediate Family Members	none <i>(Please list the names, titles, and departments of any immediate family members currently employed by Miami-Dade Co.)</i>

The Miami-Dade County Conflict of Interest & Code of Ethics at § 2-11.1 (c)(2) allows County employees to contract with the County in certain circumstances and if the following criteria are met. Please confirm that you will meet all of these criteria:

1. Entering into a contract with the County will not interfere with the full and faithful discharge of my duties to the County.
2. I will not participate in determining the contract requirements.
3. I will not participate in awarding the contract.
4. My job responsibilities and job description will not require me to be involved in the contract in any way including, but not limited to, its enforcement, oversight, administration, amendment, extension, termination, or forbearance.
5. I will not be working in the County department that enforces, oversees, or administers the contract.

I have read these requirements and pledge to abide by them.

[Mirta Santarossa](#)
Signature

[02/19/18](#)
Date

Your ethics opinion will be sent to you by first class mail and email, unless you request another type of delivery.



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

Detail by Entity Name

Florida Profit Corporation
AIR TECHNIK INC.

Filing Information

Document Number P97000026405
FEI/EIN Number 65-0738243
Date Filed 03/25/1997
State FL
Status ACTIVE

Principal Address

7764 NW 71 ST
MEDLEY, FL 33166-2310

Changed: 04/21/2009

Mailing Address

7764 NORTHWEST 71 STREET
MEDLEY, FL 33166-2310

Registered Agent Name & Address

AMERILAWYER CHARTERED
343 ALMERIA AVENUE
CORAL GABLES, FL 33134

Officer/Director Detail

Name & Address

Title PTD

ETCHEGARAY, MIRTA
7764 NORTHWEST 71 STREET
MEDLEY, FL 33166-2310

Title VSD

SANTAROSSA, CLAUDIO
7764 NORTHWEST 71 STREET
MEDLEY, FL 33166-2310

Annual Reports

Report Year	Filed Date

2015	04/27/2015
2016	03/29/2016
2017	04/08/2017

Document Images

04/08/2017 – ANNUAL REPORT	View image in PDF format
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04/27/2015 – ANNUAL REPORT	View image in PDF format
01/20/2014 – ANNUAL REPORT	View image in PDF format
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05/03/2010 – ANNUAL REPORT	View image in PDF format
04/21/2009 – ANNUAL REPORT	View image in PDF format
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