



**COMMISSION MEMORANDUM**

TO: Honorable Mayor and Members of the City Commission  
FROM: City Clerk Rafael E. Granado  
DATE: April 9, 2025  
TITLE: HOW A PERSON MAY PARTICIPATE DURING THE HYBRID CITY COMMISSION MEETING / COMMISSION MEETING PROCEDURES.

**RECOMMENDATION**

Please call the Office of the City Clerk at 305.673.7411 if you have any questions.

**BACKGROUND/HISTORY**

**HOW A PERSON MAY PARTICIPATE DURING THE  
APRIL 9, 2025, HYBRID PRESENTATIONS AND AWARDS  
COMMISSION MEETING**

**In-Person/Virtual Participation:**

On **April 9, 2025**, commencing at 5:00 p.m., the City of Miami Beach will host a Hybrid Presentations and Awards Commission Meeting. During the Hybrid Commission Meeting, the City Commission will be physically present in the Commission Chamber at **1700 Convention Center, 3<sup>rd</sup> Floor**, Miami Beach, Florida, 33139.

Members of the public who wish to attend this Commission Meeting in person may appear at the Commission Chamber. Members of the public who wish to attend virtually may join the webinar at: <https://miamibeachfl-gov.zoom.us/j/81392857671> or via telephone at: 1.305.224.1968 (U.S.) or 888.475.4499 (Toll-Free). Webinar ID: 81392857671#.

**Observing the Commission Meeting:**

The Commission Meeting will be broadcast live on Miami Beach TV (MBTV), viewable on the City's website at, <https://www.miamibeachfl.gov/government/mbtv/> as well as on Breezeline Cable channel 660 or 2004 (HD), AT&T U-verse channel 99, Hotwire Communications channel 395, and ROKU device on PEG.TV channel. Closed captioning displays of the audio portion of the Commission Meeting are available in English and Spanish on MBTV. The Commission Meeting will also be broadcast live on social media at [facebook.com/cityofmiamibeach](https://facebook.com/cityofmiamibeach). Closed captioning displays of the audio portion of the Commission Meeting are available in English on Facebook.

**Submitting Written Public Comment Before the Commission Meeting:**

There are two ways for the public to submit written comments on a Commission Meeting Item:

- You may submit eComments once the agenda is published by visiting <https://www.miamibeachfl.gov/city-hall/city-clerk/agenda> and clicking the comment bubble icon in the "Current and Upcoming Meetings" section to comment on specific agenda items. eComments are accepted until 5:00 p.m. the day before the meeting.

- Alternatively, the public may submit written comments by sending an email to [CityClerk@miamibeachfl.gov](mailto:CityClerk@miamibeachfl.gov) by 5:00 p.m. the day before the Commission Meeting. Please identify the Agenda Item Number in the email subject line.

Comments received, in either format, will be forwarded to the Mayor and Commissioners and will be included as a part of the meeting record.

Before every Commission meeting, an Agenda and backup materials are published by the Administration. The Agenda and backup materials are available on the City's website: <https://www.miamibeachfl.gov/city-hall/city-clerk/agendas> the Thursday before a regularly scheduled Commission Meeting. Interested parties are invited to take part in this meeting or be represented by an agent. This meeting, or any Item therein, may be continued, and under such circumstances, additional legal notice need not be provided.

To request this material in an alternate format, a sign language interpreter (five-day notice required), information on access for persons with disabilities, and/or any accommodation to review any document or participate in any City-sponsored proceedings, call 305.604.2ADA (2232) and select 1 for English or 2 for Spanish; TTY users may call via 711 (Florida Relay Service).

### **Parking**

Meeting attendees can park at the City Hall Garage, 1755 Meridian Avenue, Miami Beach, Florida

Rafael E. Granado, City Clerk  
City of Miami Beach  
[CityClerk@miamibeachfl.gov](mailto:CityClerk@miamibeachfl.gov)  
305.673.7411

### **ANALYSIS**

N/A

### **FISCAL IMPACT STATEMENT**

N/A

### **Does this Ordinance require a Business Impact Estimate?** (FOR ORDINANCES ONLY)

The Business Impact Estimate (BIE) was published on . See BIE at:  
<https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notices/>

### **FINANCIAL INFORMATION**

N/A

### **CONCLUSION**

N/A

### **Applicable Area**

Citywide

**Is this a “Residents Right to Know” item,  
pursuant to City Code Section 2-17?**

No

**Is this item related to a G.O. Bond  
Project?**

No

**Was this Agenda Item initially requested by a lobbyist which, as defined in Code Sec. 2-481,  
includes a principal engaged in lobbying?** No

If so, specify the name of lobbyist(s) and principal(s):

**Department**

City Clerk

**Sponsor(s)**

**Co-sponsor(s)**