



**COMMISSION MEMORANDUM**

TO: Honorable Mayor and Members of the City Commission  
FROM: Commissioner Alex Fernandez  
DATE: October 30, 2024  
TITLE: DISCUSS SCHEDULING AND COORDINATION OF SUNSHINE MEETINGS.

**RECOMMENDATION**

In recent months, there has been a noticeable increase in the number of sunshine meetings scheduled to discuss a variety of topics. While these meetings serve as an essential tool for facilitating open dialogue on major policy issues, they present several challenges that need to be addressed to enhance transparency and participation.

First, scheduling numerous separate sunshine meetings can make it difficult for the public to attend, particularly when these meetings are set on short notice, scheduled during work hours, or overlap with other meetings or events. Ensuring that the public has adequate access to participate in these discussions is a vital part of our commitment to transparency and community engagement.

Second, while sunshine meetings provide opportunities for extensive discussions, many of the items discussed are often better suited for regularly scheduled monthly Commission Committee meetings. This can help foster a more collaborative environment where all members of the applicable committee can actively participate.

Additionally, many sunshine meetings are scheduled without coordination with the calendars of other members of the City Commission. This lack of coordination can result in scheduling conflicts and missed opportunities for collaboration between commissioners.

As part of this discussion item, I request that the City Attorney's Office, in coordination with the City Administration, provide the Mayor and City Commission with its recommendations to establish clear guidelines for the scheduling and noticing of sunshine meetings as well as any other recommendations that may be appropriate.

**BACKGROUND/HISTORY**

**ANALYSIS**

**FISCAL IMPACT STATEMENT**

N/A

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

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

## **FINANCIAL INFORMATION**

## **CONCLUSION**

### **Applicable Area**

Citywide

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

Yes

**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**

Office of Commissioner Alex Fernandez

### **Sponsor(s)**

Commissioner Alex Fernandez

### **Co-sponsor(s)**

### **Condensed Title**

Discuss Scheduling and Coordination of Sunshine Meeting. (Fernandez)