

MIAMI BEACH

COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission

FROM: City Attorney Ricardo J. Dopico

DATE: May 21, 2025 11:00 a.m. First Reading Public Hearing

TITLE: AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AMENDING CHAPTER 2 OF THE CODE OF THE CITY OF MIAMI BEACH, ENTITLED "ADMINISTRATION," ARTICLE III, "AGENCIES, BOARDS AND COMMITTEES," DIVISION 1, "GENERALLY," BY AMENDING SECTION 2-22, "GENERAL REQUIREMENTS," TO REQUIRE THAT ALL APPLICANTS FOR APPOINTMENT TO A CITY AGENCY, BOARD, OR COMMITTEE SUBMIT A RÉSUMÉ OR CURRICULUM VITAE (CV), AS WELL AS A STATEMENT OF INTEREST, AND THAT APPLICANTS FOR POSITIONS WITH PROFESSIONAL OR EMPLOYMENT QUALIFICATIONS SUBMIT EVIDENCE OF LICENSURE OR OTHER RELEVANT EXPERIENCE; AND PROVIDING FOR REPEALER, CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE.

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ANALYSIS

The Ordinance amends Chapter 2 of the City Code, entitled "Administration," at Article III, "Agencies, Boards, and Committees," to amend the City's requirements applicable to members of City agencies, boards, and committees.

Specifically, the Ordinance requires applicants for appointment to a City agency, board, or committee to provide the following information as part of the application process:

- A current résumé or curriculum vitae. The résumé or CV shall include a summary of the applicant's educational background, employment history, relevant experience, and civic or community involvement.
- A written statement describing the applicant's interest in seeking appointment, relevant qualifications, and how the applicant intends to contribute to the work of the agency, board, or committee.
- For any city agency, board, or committee seat that requires specific professional or occupational qualifications, the applicant shall provide documentation substantiating their qualifications. This may include copies of professional licenses; evidence of membership in, or certifications from professional or trade organizations; written verification from employers or clients regarding relevant experience; or any other documents demonstrating qualifications or experience.

FISCAL IMPACT STATEMENT

N/A

Does this Ordinance require a Business Impact Estimate? No
(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?**

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 Attorney

Sponsor(s)

Commissioner Tanya K. Bhatt

Co-sponsor(s)

Condensed Title

11:00 a.m. 1st Rdg PH, Require Agency/Board/Committee Applicants Submit Resume, etc. (TB)
CA

Previous Action (For City Clerk Use Only)