

1. HOW A PERSON MAY PARTICIPATE DURING THE HYBRID CITY COMMISSION MEETING / COMMISSION MEETING PROCEDURES.

Applicable Area:

MIAMI BEACH

COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission
FROM: City Clerk Rafael E. Granado
DATE: February 7, 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 FEBRUARY 7, 2025 HYBRID SPECIAL COMMISSION MEETING

In-Person Participation:

On **February 7, 2025**, commencing at 9:00 a.m., the City of Miami Beach will host a Hybrid Special Commission Meeting to Discuss/Take Action: Update On The Configuration Of Ocean Drive Between 5th Street And 14th Place And Next Steps. During the Hybrid Special Commission Meeting, the City Commission will be physically present in the Commission Chamber at **1700 Convention Center, 3rd Floor**, Miami Beach, Florida, 33139.

Providing Spoken Public Comment:

Applicants and members of the public who wish to attend this Special Commission Meeting or provide public comment in person may appear at the Commission Chamber. Applicants and members of the public who wish to participate or provide comment virtually during the Commission Meeting 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#. Applicants and members of the public wanting to speak virtually on an Item during the meeting must click the “raise hand” icon if using the Zoom app or press *9 on the telephone to raise their hand.

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. 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 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 included in the meeting record.

DR. STANLEY SUTNICK CITIZEN'S SPEAKERS FORUM

The public comment period, known as the Dr. Stanley Sutnick Citizen's Forum, begins at 9:00 a.m. or as soon as possible thereafter. The session will last a minimum of fifteen minutes, with individuals limited to no more than two minutes or for a period established by the Mayor. No appointment or advance notification is needed to speak to the Commission during this Forum. During the Dr. Stanley Sutnick Citizen's Forum, the public may address any issues and/or concerns.

AUDIO/VISUAL PRESENTATIONS

Audio/visual (AV) materials relating to Agenda Items at the Hybrid special City Commission meetings may be presented by utilizing the City's AV equipment, provided that materials are submitted to the Department of Marketing and Communications by 5:00 p.m., one (1) business day before the meeting. Advance submittal of a presentation will allow the Communications Department to plan for the use of the appropriate AV equipment. AV materials must be submitted via email at communications@miamibeachfl.gov. The body of the email must include a notation listing the name or group, contact person, daytime telephone number, email address, description/title of the presentation, and Agenda Item Title as well as the Agenda Item Number. Please reference "Audio/Visual Material" in the email subject line. Acceptable formats for electronic submission are .pdf, .ppt, .pptx, .pps, .ppsx, .wmv, .avi, and .mov. (Note that .pdf is the preferred format for PowerPoint presentations.)

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 at <https://www.miamibeachfl.gov/city-hall/city-clerk/agenda>. 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).

To review the Business Impact Estimates for proposed Ordinances in this meeting, please visit <https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notices/>

Parking

Meeting attendees can park at the City Hall Garage, 1755 Meridian Avenue, Miami Beach, Florida, 33139.

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-notice/>

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)