



## CITY OF SOUTH MIAMI

### CITY COMMISSION MEETING AGENDA

TUESDAY, JANUARY 20, 2026, 7:00 PM  
CITY HALL/ COMMISSION CHAMBERS  
6130 SUNSET DRIVE  
SOUTH MIAMI, FL 33143

THE CITY OF SOUTH MIAMI HAS A SIGNIFICANT GOVERNMENTAL INTEREST IN CONDUCTING EFFICIENT AND ORDERLY COMMISSION MEETINGS. SPEAKERS PLEASE TAKE NOTICE THAT SECTION 2-2.1(K)(2) OF THE CODE OF ORDINANCES PROVIDES THAT "ANY PERSON WHO MAKES SLANDEROUS OR INTENTIONALLY RUDE, UNCIVIL OR OTHERWISE IMPERTINENT REMARKS, AND WHO REFUSES OR FAILS TO DESIST FROM MAKING SUCH REMARKS AFTER BEING INSTRUCTED TO DO SO, OR WHO SHALL BECOME BOISTEROUS IN THE COMMISSION CHAMBER AND WHO REFUSES OR FAILS TO DESIST FROM SUCH CONDUCT AFTER BEING INSTRUCTED TO DO SO MAY BE FORTHWITH REMOVED FROM THE PODIUM AND FROM CITY HALL FOR THE DURATION OF THAT MEETING AT THE DIRECTION OF THE PRESIDING OFFICER, UNLESS OVERRULED BY A MAJORITY VOTE OF THE COMMISSION. NO CLAPPING, APPLAUDING, HECKLING, OR VERBAL OUTBURSTS SHALL BE PERMITTED FOR ANY REASON, INCLUDING FOR THE PURPOSE OF SUPPORTING OR OPPOSING ANY MATTER, ANY SPEAKER OR A SPEAKER'S REMARKS. NO SIGNS OR PLACARDS SHALL BE ALLOWED TO BE DISPLAYED IN ANY MANNER OTHER THAN WHEN USED FROM THE PODIUM TO EXPRESS AN OPINION OR DISPLAY FACTS. SIGNS TO BE USED AT THE PODIUM MUST BE BROUGHT INTO THE COMMISSION CHAMBERS IN A MANNER SO AS NOT TO UNNECESSARILY DISPLAY THEIR CONTENT UNTIL THE SIGN IS BROUGHT TO THE PODIUM IMMEDIATELY BEFORE THE SIGN IS DISPLAYED FROM THE PODIUM IN THE COMMISSION CHAMBER. PERSONS EXITING THE COMMISSION CHAMBER SHALL DO SO QUIETLY. THE USE OF ACOUSTIC MOBILE COMMUNICATION DEVICE, SUCH AS PHONES, IN THE COMMISSION CHAMBER IS NOT PERMITTED WHILE THE COMMISSION IS IN SESSION. PHONE RINGERS AND OTHER DEVICES THAT EMIT SOUND MUST BE SET TO SILENT MODE TO AVOID DISRUPTION OF PROCEEDINGS. INDIVIDUALS MUST EXIT THE CHAMBER TO ANSWER INCOMING CALLS. NO CAMERA FLASH OPTIONS SHALL BE USED BY THE PUBLIC DURING ANY PORTION OF THE MEETING EXCEPT DURING RECOGNITION AND AWARD CEREMONIES."

#### **VIRTUAL PARTICIPATION**

Members of the public may also join the meeting via Zoom at (<https://zoom.us/j/3056636338>) and participate. In addition, a dedicated phone line will be available so that any individual who does not wish (or is unable) to use Zoom, may listen to and participate in the meeting by dialing +1-786-635-1003 Meeting ID: 3056636338. The public may merely view the meeting live on the City's website: (<https://www.southmiamifl.gov/102/Agendas-Minutes>) ("Granicus") as well as Channel 667.

#### **A. SILENCE OR TURN OFF ALL CELL PHONES**

#### **B. ROLL CALL**

#### **C. PRAYER/MOMENT OF SILENCE**

#### **D. PLEDGE OF ALLEGIANCE**

#### **E. PRESENTATIONS**

E1. Employee of the Quarter - Q4 2025 Winner - Andrea Gaitan

E2. South Miami United - Certificate of Recognition

- E3. SoMi Business Holiday Decorating Contest Winner - Giancarlo's Jewelry Designs
- E4. SoMi Residents Home Holiday Decorating Contest Winners - The Kroeger Family
- E5. Kimley-Horn - South Miami Vulnerability Assessment - Final Presentation  
[SouthMiami\\_PublicPresentation.pdf](#)

**F. ADD-ON ITEM(S)**

**G. LOBBYIST(S) ADDRESSING THE CITY COMMISSION TONIGHT MUST HAVE BEEN REGISTERED WITH THE CITY CLERK**

**H. APPROVAL OF MINUTES**

- H1. 11.18.25  
12.02.25  
[11.18.25.docx](#)  
[12.02.25.docx](#)

**I. CITY MANAGER'S REPORT**

- I1. City Manager's Report  
[1-20\\_CM Report\\_January 20\\_2026.docx](#)

**J. CITY ATTORNEY'S REPORT**

[City Attorney reminder: Remarks are limited to those matters that are not quasi-judicial. Any comment on a quasi-judicial matter may be made when the item is called and the speaker is under oath.]

**K. PUBLIC REMARKS**

**L. COMMISSION REPORTS, DISCUSSION & REMARKS**  
(25 minutes)

**M. DISCUSSION ITEM(S)**

- M1. Service on Multiple Boards - Commissioner Rodriguez  
[4C77111-Memo\\_Re\\_Service\\_on\\_Multiple\\_Boards\\_CAv5.docx](#)
- M2. Affordable Housing RFP - Commissioner Rodriguez  
[Memo re Discussion of Affordable Housing RFP.docx](#)  
[4CN4220-Draft - Request for Proposals - Lease and Development Essential Affordable Housing - TR 1-13-26.docx](#)
- M3. MetroConnect - Commissioner Rodriguez
- M4. Marshall Williamson designated historic house for sale - Commissioner Calle

**N. BOARDS AND COMMITTEES, APPOINTMENTS, ETC.**

## O. CONSENT AGENDA

1. A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, APPROVING THE RENEWAL OF SERVICES WITH CIVICPLUS, LLC FOR WEBSITE HOSTING, SUPPORT, AND MOBILE APPLICATION INTEGRATION FOR A 1-YEAR PERIOD IN AN AMOUNT NOT TO EXCEED \$64,042.53; PROVIDING FOR AUTHORIZATION; IMPLEMENTATION; CORRECTIONS; AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER)  
[Memo\\_Civic\\_Plus\\_Renewals\\_2026\\_\\_\\_With\\_chatbot\\_.docx](#)  
[Reso Civic Plus Renewal Fy25 26 CAv2.DOCX](#)  
[Invoice\\_345576.pdf](#)  
[30f3a00c-afa8-41ed-ba50-43a5a62cbe26.pdf](#)  
[Credit Memo\\_5266559\\_NS\\_FILE.pdf](#)  
[Exhibit A - South Miami and CivicPlus.pdf](#)
  
2. A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, APPROVING AND AUTHORIZING THE WAIVER OF CERTAIN EVENT-RELATED FEES AND COSTS IN AN AMOUNT NOT TO EXCEED \$17,177.80 PURSUANT TO SECTION 15B-6 OF THE CITY CODE FOR A SPECIAL EVENT KNOWN AS THE "2026 UNITY-REUNION MUSIC FESTIVAL" PRESENTED BY THE SOUTH MIAMI BLACK CULTURAL AFFAIRS FOUNDATION, INC. TO BE HELD SATURDAY, FEBRUARY 28, 2026, AT MURRAY PARK; PROVIDING FOR APPLICABILITY OF OTHER CODE REQUIREMENTS; PROVIDING FOR IMPLEMENTATION, CORRECTIONS, AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-PARKS, RECREATION & CULTURAL DEPT.)  
[Memo - Unity Festival 2026.docx](#)  
[Resolution 2026 Unity Festival Event Fee Waiver.DOCX](#)  
[Complete Application - 2026 Unity Festival.pdf](#)  
[Resolution #002-25-16294 - Special Event Fee Waiver Policy.pdf](#)

## P. RESOLUTION(S)

3. A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, APPROVING A PROPOSAL AND PROJECT AGREEMENT WITH STANTEC CONSULTING SERVICES INC., FOR A THIRD EXTENSION TO PROVIDE OWNER'S REPRESENTATIVE PROJECT MANAGEMENT SERVICES FOR THE SEPTIC-TO-SEWER CONVERSION, SUBAREA K, PHASE 1 PROJECT, IN AN AMOUNT NOT TO EXCEED \$25,462; PROVIDING FOR AUTHORIZATION, IMPLEMENTATION, CORRECTIONS AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-PUBLIC WORKS & ENGINEERING DEPT.)  
[Memo-Third\\_Extension\\_of\\_Agreement \(1\).docx](#)  
[Resolution Approving Stantec Third Extension Owners Rep Services Sewer Project.DOCX](#)  
[Exhibit A-Proposal-Owners Representative Extension - thru 04-30-26- for Septic-to-Sewer Conversion - South Miami Subarea K - Phase 1\\_12182025.pdf](#)  
[Exhibit B-Stantec Project Agreement-Third Extension Owners Rep Services-Sewer Project.DOCX](#)
  
4. A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, AUTHORIZING THE ISSUANCE OF A GENERAL OBLIGATION NOTE OF THE CITY OF SOUTH MIAMI, FLORIDA NOT TO EXCEED \$6,700,000 FOR THE PURPOSE OF FINANCING THE COSTS OF STORMWATER AND RELATED ROADWAY IMPROVEMENTS, AND PAYING COSTS OF

ISSUANCE OF THE NOTE; AWARDING THE NOTE TO REGIONS CAPITAL ADVANTAGE, INC., A TENNESSEE CORPORATION (THE "PURCHASER") TO PROVIDE THE FINANCING; APPROVING AND AUTHORIZING THE EXECUTION AND DELIVERY OF A LINE OF CREDIT AGREEMENT WITH THE PURCHASER; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-FINANCE DEPT.)

[regions reso memo.DOCX](#)

[4CL888202-Note Resolution v2.doc](#)

[4CO509702-Line of Credit Agreement v4.doc](#)

5. A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, AUTHORIZING THE CITY MANAGER TO ISSUE A REQUEST FOR PROPOSALS (RFP) FOR THE LEASE AND DEVELOPMENT OF CITY-OWNED PROPERTY LOCATED AT 4795 SW 75TH AVENUE IN UNINCORPORATED MIAMI-DADE COUNTY FOR A SOLID WASTE FACILITY; PROVIDING FOR IMPLEMENTATION, CORRECTIONS, AND AN EFFECTIVE DATE. 3/5 (MAYOR FERNANDEZ)

[Memo Solid Waste RFP.docx](#)

[Resolution For Solid Waste Facility RFP.docx](#)

[Draft - Request for Proposals - Muni Solid Waste Facility v4 - 1-13-26.docx](#)

#### **Q. RESOLUTION(S) PUBLIC HEARING(S)**

6. A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A MULTI-YEAR EMPLOYMENT CONTRACT WITH THE CITY MANAGER AND AUTHORIZING ITS EXECUTION ON BEHALF OF THE CITY; PROVIDING FOR IMPLEMENTATION, CORRECTIONS, AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER)

[Memo Re City Manager Contract.DOCX](#)

[4CO2724-Reso Approving Employment Agreement with Manager CAv2.DOC](#)

[City Manager Contract - 1-14-26 CLEAN.DOCX](#)

[Ad.pdf](#)

#### **R. ORDINANCE(S) SECOND READING(S) PUBLIC HEARING(S)**

7. AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, RETROACTIVELY EXTENDING THE PREVIOUS MORATORIUM ON THE ENFORCEMENT OF SECTION 20-3.6(W) OF THE CITY'S LAND DEVELOPMENT CODE RELATING TO RESIDENTIAL REQUIREMENTS FOR SOLAR PHOTOVOLTAIC SYSTEMS; PROVIDING FOR IMPLEMENTATION; SEVERABILITY; CONFLICTS; CORRECTIONS, AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-DEVELOPMENT SERVICES DEPT.)

[CC\\_Solar\\_Panel\\_Moratorium\\_Extension\\_CM\\_Memo\\_\\_1\\_.docx](#)

[Ordinance\\_Extending\\_Solar\\_Moratorium-2.docx](#)

[Ord No 12-25-2525 - Solar Panel Moratorium.pdf](#)

[Solar Panel Moratorium Extension Business Impact Estimate Form.docx](#)

[Ad.pdf](#)

8. AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, AMENDING CHAPTER 16 "PENSIONS", ARTICLE II "CITY PENSION PLAN", BY AMENDING SECTION 16-14 "PENSION BENEFITS AND RETIREMENT DATE"; BY AMENDING

SECTION 16-19 "CONTRIBUTIONS"; BY AMENDING SECTION 16-21 "PURCHASE OF CREDITED SERVICE"; BY AMENDING SECTION 16-28 "DEFERRED RETIREMENT OPTION PLAN ("DROP")", IN ORDER TO EFFECTUATE THE PENSION RELATED PROVISIONS OF THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY AND AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME), LOCAL 3294, FOR THE BARGAINING UNIT DEFINED IN PUBLIC EMPLOYEES RELATIONS COMMISSION CERTIFICATION 12; PROVIDING FOR CORRECTIONS; SEVERABILITY; CONFLICTS; IMPLEMENTATION, AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER)

[Memo\\_2\\_-\\_Ordinance\\_Pension\\_Modifications\\_\\_Multiplier-Normal\\_Retirement-Higher\\_Contribution\\_rollover\\_.docx](#)

[4CD9317-Pension\\_Ordinance\\_Implementing\\_AFSCME\\_CBA\\_CA\\_v1\\_\\_2\\_revised\\_for\\_second\\_reading\\_1.11.26.docx](#)

[2025.10.28-SouthMiami\\_October2025Projections\\_Tier2.pdf](#)

[BUSINESS IMPACT ESTIMATE - AFSCME Multiplier and Contribution.docx](#)

[2025.12.29-ActuarialImpactStatement\(GE\)-SouthMiami.pdf](#)  
[Ad.pdf](#)

9. AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, AUTHORIZING THE ISSUANCE OF A GENERAL OBLIGATION NOTE OF THE CITY OF SOUTH MIAMI, FLORIDA NOT TO EXCEED \$6,700,000 FOR THE PURPOSE OF FINANCING THE COSTS OF CULVERT IMPROVEMENTS, BRIDGE REPAIRS OVER THE TWIN LAKE CANAL, AND THE ACQUISITION OF LAND FOR PARK DEVELOPMENT, AND PAYING COSTS OF ISSUANCE OF THE NOTE; PROVIDING FOR A SUPPLEMENTAL RESOLUTION SETTING FORTH THE DETAILS OF SAID NOTE; APPROVING THE SELECTION OF REGIONS CAPITAL ADVANTAGE, INC. TO PURCHASE THE NOTE AND PROVIDE A LINE OF CREDIT IN CONNECTION THEREWITH; AUTHORIZING THE CITY MANAGER AND CITY OFFICIALS TO NEGOTIATE WITH REGIONS CAPITAL ADVANTAGE, INC. FOR PURCHASE OF THE NOTE AND THE TERMS OF THE LINE OF CREDIT; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-FINANCE DEPT.)

[Memo\\_2\\_LOC\\_2025\\_-\\_Regions.docx](#)

[4CE4048-Ordinance Approving Regions Bank for GO Line of Credit CAV2.DOCX](#)

[South Miami LOC RFP Response Summary.pdf](#)

[South Miami - Series 2025 General Obligation Line of Credit RFP.pdf](#)

[Regions.pdf](#)

[Seacoast National Bank - Term sheet.pdf](#)

[Truist.pdf](#)

[United Community Bank - Term Sheet - 11-4-2025.pdf](#)

[BUSINESS IMPACT ESTIMATE - Regions 6.7 LOC.docx](#)

[Ad.pdf](#)

10. AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, AUTHORIZING THE ISSUANCE OF A GENERAL OBLIGATION NOTE OF THE CITY OF SOUTH MIAMI, FLORIDA NOT TO EXCEED \$6,700,000 FOR THE PURPOSE OF FINANCING THE COSTS OF CULVERT IMPROVEMENTS, BRIDGE REPAIRS OVER THE TWIN LAKE CANAL, AND THE ACQUISITION OF LAND FOR PARK DEVELOPMENT, AND PAYING COSTS OF ISSUANCE OF THE NOTE; PROVIDING FOR A SUPPLEMENTAL RESOLUTION SETTING FORTH THE DETAILS OF SAID NOTE; APPROVING THE SELECTION OF TRUIST BANK TO PURCHASE THE NOTE AND PROVIDE A LINE OF CREDIT IN CONNECTION THEREWITH; AUTHORIZING THE CITY

MANAGER AND CITY OFFICIALS TO NEGOTIATE WITH TRUIST FOR PURCHASE OF THE NOTE AND THE TERMS OF THE LINE OF CREDIT; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-FINANCE DEPT.)

[Memo\\_3\\_LOC\\_2026\\_-\\_Truist\\_Withdrawl.docx](#)

[Ordinance\\_Approving\\_G.O\\_Line\\_of\\_Credit\\_for\\_Various\\_Projects\\_v3.doc](#)

[South Miami - Series 2025 General Obligation Line of Credit RFP.pdf](#)

[South Miami LOC RFP Response Summary.pdf](#)

[Regions.pdf](#)

[Seacoast National Bank - Term sheet.pdf](#)

[Truist.pdf](#)

[United Community Bank - Term Sheet - 11-4-2025.pdf](#)

[Ad.pdf](#)

[Ad.pdf](#)

11. AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, AMENDING CHAPTER 7 "BUILDING," SECTION 7-17 "ART IN PUBLIC PLACES," OF THE CODE OF ORDINANCES TO MODIFY THE ART IN PUBLIC PLACES PROGRAM PROCEDURES; PROVIDING FOR CORRECTIONS, SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE. 3/5 (COMMISSIONER BONICH)

[CA\\_Memo-AIPP\\_Ordinance.docx](#)

[Ordinance Amending Art In Public Places Requirements.DOCX](#)

[Exhibit\\_A-Ordinance\\_Amending\\_Art\\_In\\_Public\\_Places\\_Requirements.docx](#)

[Ad.pdf](#)

## **S. ORDINANCE(S) FIRST READING(S) PUBLIC HEARING(S)**

12. AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, AMENDING SECTION 20-3.3 "PERMITTED USE SCHEDULE," OF THE LAND DEVELOPMENT CODE TO ALLOW CERTAIN MEDICAL AND HEALTH CARE RELATED USES IN THE GENERAL RETAIL (GR) ZONING DISTRICT; PROVIDING FOR CORRECTIONS; SEVERABILITY; CONFLICTS; IMPLEMENTATION; AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-DEVELOPMENT SERVICES DEPT.)

[Medical\\_Office\\_CM\\_Memo\\_-\\_01-10-2026.docx](#)

[Ordinance General Retail Permitted Uses - CAV1.docx](#)

[4CB8259-Exhibit A-Ordinance-GR Permitted Uses\\_REV.docx](#)

[Healthcare\\_Use\\_Business\\_Impact\\_Estimate\\_Form.docx](#)

[Ad.pdf](#)

## **T. ORDINANCE(S) FIRST READING(S)**

13. AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, AMENDING SECTIONS 20-2.3 "DEFINITIONS," 20-3.5 "DIMENSIONAL REQUIREMENTS," 20-3.6 "SUPPLEMENTAL REGULATIONS," AND 20-4.5.1 "TREE PROTECTION" TO REVISE REGULATIONS RELATING TO SINGLE-FAMILY DEVELOPMENT; PROVIDING FOR CORRECTIONS; SEVERABILITY; CONFLICTS; IMPLEMENTATION; AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-DEVELOPMENT SERVICES DEPT.)

[4CO2671-Staff\\_Memo\\_-\\_](#)

[\\_Ordinance\\_Amending\\_Single\\_Family\\_Residential\\_Development\\_Regulations\\_.docx](#)

## U. ADJOURNMENT

PURSUANT TO FLORIDA STATUTE 286.0105, THE CITY HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS BOARD, AGENCY OR COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, AFFECTED PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE CITY FOR THE INTRODUCTION OR ADMISSION OR OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.

PURSUANT TO RESOLUTION No. 246-10-13280, "ANY INVOCATION THAT MAY BE OFFERED BEFORE THE START OF REGULAR COMMISSION BUSINESS SHALL BE THE VOLUNTARY OFFERING OF A PRIVATE CITIZEN, FOR THE BENEFIT OF THE COMMISSION AND THE CITIZENS PRESENT. THE VIEWS OR BELIEFS EXPRESSED BY THE INVOCATION SPEAKER HAVE NOT BEEN PREVIOUSLY REVIEWED OR APPROVED BY THE COMMISSION, AND THE COMMISSION DOES NOT ENDORSE THE RELIGIOUS BELIEFS OR VIEWS OF THIS, OR ANY OTHER SPEAKER."

### QUASI-JUDICIAL WARNING FOR CITY COMMISSION MEMBERS:

ANY AGENDA ITEM THAT HAS A QUASI-JUDICIAL WARNING IS CONSIDERED TO BE A QUASI-JUDICIAL MATTER. MEMBERS OF THE CITY COMMISSION MAY NOT HAVE ANY VERBAL COMMUNICATION WITH ANYONE, OTHER THAN AT THE MEETING SCHEDULED TO RESOLVE THE MATTER, UNTIL THE MATTER IS RESOLVED AT A PUBLIC MEETING AND THE MEETING IS ADJOURNED. YOU ARE PROHIBITED FROM MAKING ANY INDEPENDENT INVESTIGATION OF THIS MATTER OTHER THAN A SITE VISIT OR MAKING WRITTEN REQUESTS FOR INFORMATION FROM CITY EMPLOYEES AND RECEIVING WRITTEN RESPONSES FROM THEM IN THEIR OFFICIAL CAPACITY. ALL WRITTEN REQUESTS FOR INFORMATION AND RESPONSES THERETO MUST BE FILED WITH THE CLERK AND A COPY MUST ALSO BE SENT TO THE PLANNING AND ZONING DIRECTOR IF THE MATTER INVOLVES A LAND RELATED ISSUE. YOU MAY NOT HAVE ANY VERBAL COMMUNICATION WITH CITY EMPLOYEES REGARDING THIS MATTER. YOU MAY NOT ENTER ONTO SOMEONE'S PROPERTY WITHOUT THEIR PERMISSION. FURTHERMORE, YOU MAY NOT DISCUSS THE MATTER WITH THE PROPERTY OWNER OR ANYONE ELSE, INCLUDING NEIGHBORS. YOU MUST, IN WRITING, ADVISE THE CLERK OF THE DATE AND TIME OF YOUR SITE VISIT AND, IF THIS MATTER INVOLVES LAND USE, YOU MUST ALSO SEND A COPY TO THE PLANNING AND ZONING DIRECTOR. ALL INFORMATION THAT YOU OBTAIN ON THIS MATTER, OTHER THAN YOUR PERSONAL OBSERVATIONS AT A SITE VISIT AND WRITTEN INFORMATION PROVIDED BY STAFF, MUST BE PRESENTED TO YOU AT THE DULY NOTICED PUBLIC MEETING DURING WHICH THE APPLICANT SHALL BE GIVEN AN OPPORTUNITY TO PRESENT THE APPLICATION AND ANY EVIDENCE IN SUPPORT OF THE APPLICATION. IF THERE IS A BREAK IN THE MEETING, YOU MAY NOT ALLOW OTHERS TO SPEAK TO YOU ABOUT THE MATTER OR ALLOW THEM TO PROVIDE YOU WITH ANY INFORMATION ABOUT THE MATTER. IF THE MATTER REQUIRES MORE THAN ONE HEARING, YOU MAY NOT DISCUSS THE MATTER WITH ANYONE, UNTIL THE MATTER IS RESOLVED BY A FINAL WRITTEN RESOLUTION OR, IF APPLICABLE, ORDINANCE, AND, EVEN THEN, NOT UNTIL THE MEETING IS ADJOURNED. IF YOU RECEIVE AN EMAIL OR ANY WRITTEN OR PRINTED INFORMATION ABOUT THE MATTER BEFORE THE ADJOURNMENT OF THE HEARING AT WHICH A FINAL DECISION IS MADE FROM ANYONE OTHER THAN CITY EMPLOYEES ACTING IN THEIR OFFICIAL CAPACITY, YOU MAY READ IT BUT YOU ARE NOT ALLOWED TO RESPOND TO IT AND YOU ARE REQUIRED TO IMMEDIATELY PROVIDE A COPY OF ANY WRITTEN COMMUNICATION OR DOCUMENT YOU RECEIVE CONCERNING THIS MATTER TO THE CITY CLERK, AND A COPY MUST ALSO BE SENT TO THE PLANNING AND ZONING DIRECTOR IF THE MATTER INVOLVES A LAND RELATED ISSUE. IN ADDITION, IF YOU RECEIVE ANY VERBAL, OR WRITTEN COMMUNICATION (OTHER THAN WHAT HAS ALREADY BEEN DELIVERED TO THE CLERK AND THE PLANNING AND ZONING DIRECTOR) YOU ARE REQUIRED TO DISCLOSE IT AT THE PUBLIC MEETING AND, IF IT WAS VERBAL, YOU ARE REQUIRED TO WRITE A MEMORANDUM THAT INCLUDES THE INFORMATION RECEIVED AND THE NAME AND ADDRESS OF THE PERSON PROVIDING THE INFORMATION, AS WELL AS THE DATE, TIME AND PLACE WHERE THE COMMUNICATION TOOK PLACE. THIS DOCUMENT MUST BE DELIVERED AS SOON THEREAFTER AS POSSIBLE TO THE CITY CLERK, AND IF APPLICABLE TO A LAND RELATED ISSUE, A COPY MUST ALSO BE DELIVERED TO THE PLANNING AND ZONING DIRECTOR.

### WARNING REGARDING EX PARTE COMMUNICATIONS:

"EX PARTE COMMUNICATIONS" ARE WRITTEN OR VERBAL EXCHANGES BETWEEN AN ELECTED OR APPOINTED PUBLIC OFFICIAL, AND AN APPLICANT, HIS OR HER REPRESENTATIVES, OR A CITIZEN OR OTHER THIRD-PARTY OUTSIDE OF THE PUBLIC QUASI-JUDICIAL HEARING WHICH IS THE SUBJECT OF THE EXCHANGE. THE FLORIDA LEGISLATURE BY THE ADOPTION OF SECTION 286.0115(1), FLORIDA STATUTES, HAS AUTHORIZED THE ADOPTION OF LOCAL ORDINANCES ALLOWING EX PARTE COMMUNICATIONS IF CERTAIN PROCEDURES ARE FOLLOWED TO ENSURE THAT THE WRITTEN OR VERBAL EXCHANGE IS MADE PUBLIC, WHICH IS DESIGNED TO REMOVE ANY PRESUMPTION OF PREJUDICE THAT WOULD OTHERWISE RESULT IF THE EXCHANGE WERE KEPT PRIVATE AND NOT DISCLOSED. EX PARTE COMMUNICATIONS MUST BE PUBLICLY DISCLOSED PRIOR TO OR AT THE QUASI-JUDICIAL HEARING AT WHICH THE DECISION IS TO BE MADE. ALL DECISIONS MADE AT A QUASI-JUDICIAL HEARING MUST BE BASED ON COMPETENT SUBSTANTIAL EVIDENCE. VERBAL EX PARTE COMMUNICATIONS ARE HEARSAY, ARE NOT COMPETENT EVIDENCE, AND MAY NOT FORM THE SOLE BASIS FOR MAKING ANY

QUASI-JUDICIAL DECISIONS, BUT THEY MAY BE USED TO SUPPORT OR EXPLAIN OTHER COMPETENT EVIDENCE.

PURSUANT TO ORDINANCE §2-2.1, CITY CODE, THE SOUTH MIAMI CITY COMMISSION HAS ADOPTED THESE PROCEDURES TO ALLOW THE USE OF EX-PARTE COMMUNICATIONS AS FOLLOWS:

1. THE ELECTED OR APPOINTED PUBLIC OFFICIAL SHALL DISCLOSE IN WRITING THE SUBJECT OF THE COMMUNICATION AND THE IDENTITY OF THE PERSON, GROUP, OR ENTITY WITH WHOM THE COMMUNICATION TOOK PLACE, AS SOON AS PRACTICABLE AFTER THE COMMUNICATION TAKES PLACE, WITH THE CITY CLERK AND MADE A PART OF THE RECORD AT THE HEARING BEFORE FINAL ACTION ON THE MATTER.
2. A LOCAL PUBLIC OFFICIAL MAY READ A WRITTEN COMMUNICATION FROM ANY PERSON. ANY WRITTEN COMMUNICATION THAT RELATES TO QUASI-JUDICIAL ACTION PENDING BEFORE A LOCAL PUBLIC OFFICIAL, SHALL NOT BE PRESUMED PREJUDICIAL TO THE ACTION, PROVIDED SUCH WRITTEN COMMUNICATION IS DISCLOSED AND MADE A PART OF THE RECORD BEFORE FINAL ACTION ON THE MATTER.
3. PUBLIC OFFICIAL MAY CONDUCT INVESTIGATIONS, MAKE SITE VISITS AND RECEIVE EXPERT OPINIONS REGARDING QUASI-JUDICIAL ACTION PENDING OR IMPENDING BEFORE HIM OR HER PROVIDED THAT SUCH ACTIVITIES AND THE EXISTENCE OF SUCH INVESTIGATIONS, SITE VISITS OR EXPERT OPINIONS IS MADE A PART OF THE RECORD BEFORE FINAL ACTION IS TAKEN ON THE MATTER.
4. DISCLOSURE MADE PURSUANT TO PARAGRAPHS 1, 2 AND 3 ABOVE MUST BE MADE BEFORE OR DURING THE PUBLIC MEETING AT WHICH A VOTE IS TAKEN ON SUCH MATTERS SO THAT PERSONS WHO HAVE OPINIONS CONTRARY TO THOSE EXPRESSED IN THE EX PARTE COMMUNICATION ARE GIVEN A REASONABLE OPPORTUNITY TO REFUTE OR RESPOND TO THE COMMUNICATION.

IT IS POSSIBLE THAT IF THE STATUTE OR ORDINANCE DISCUSSED ABOVE, OR A QUASI-JUDICIAL ACTION PENDING BEFORE THE COMMISSION OR BOARD ARE CHALLENGED, THAT A COURT MIGHT FIND THAT NEITHER THE LEGISLATURE NOR THE CITY COMMISSION HAD AUTHORITY TO ENACT THESE PROCEDURES CONCERNING EX PARTE COMMUNICATIONS, WHICH COULD RESULT IN THE ACTION TAKEN BEING REVERSED. YOU THUS PROCEED AT YOUR OWN RISK IN ENGAGING IN SUCH COMMUNICATIONS, AND THEY ARE NOT ENCOURAGED. THEY ARE, HOWEVER, THE POLICY OF THE LEGISLATURE AND CITY COMMISSION, AND UNTIL DETERMINED OTHERWISE BY THE LEGISLATURE OR THE COURTS, ARE LEGALLY PERMITTED BUT NOT WITHOUT POSSIBLE ADVERSE LEGAL CONSEQUENCES TO THE DETRIMENT OF THE CITY AND OTHER PARTIES.