



CITY OF SOUTH MIAMI

CITY COMMISSION MEETING AGENDA

TUESDAY, SEPTEMBER 8, 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

E. PLEDGE OF ALLEGIANCE

D. PUBLIC REMARKS

F. PRESENTATIONS

F1. Proclamation - Diaper Need Awareness Week

G. ADD-ON ITEM(S)

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

I. APPROVAL OF MINUTES

- I1. 08.18.26
[08.18.26.docx](#)

J. CITY MANAGER'S REPORT

- J1. City Manager's Report
[9-8_CM Report_Sept 8_2026.docx](#)

K. 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.]

L. COMMISSION REPORTS, DISCUSSION & REMARKS

(25 minutes)

M. DISCUSSION ITEM(S)

- M1. Composting Update
[Memo-Composting_Report.docx](#)
[Green Task Force Report on Household Composting v1.docx](#)
[CFL Cost Proposal.pdf](#)

M2. License Plates Readers (LPR) in South Miami - Commissioner Bonich

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 REAPPOINTMENT OF JUSTIN J. PUENTE TO THE PENSION BOARD OF TRUSTEES FOR A TWO-YEAR TERM; PROVIDING FOR CORRECTIONS AND AN EFFECTIVE DATE. 3/5 (MAYOR FERNANDEZ)
[Memo reappointing Justin Puente to the Pension Board.docx](#)
[Resolution Approving Appointment of Justin Puente to Pension Board.DOCX](#)
[Justin J. Puente..pdf](#)
2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, APPROVING THE REAPPOINTMENT OF ANDREW VELO-ARIAS TO THE PENSION BOARD OF TRUSTEES; PROVIDING FOR CORRECTIONS AND AN EFFECTIVE DATE. 3/5 (COMMISSIONER BONICH)

[Memo final reappointing Andrew Velo-Aris to the Pension Board \(2\).docx](#)
[Resolution Approving Appointment of Andrew Velo-Arias to Pension Board \(Resident\).DOC](#)
[Andrew Velo-Arias..pdf](#)

3. 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 \$10,235 PURSUANT TO SECTION 15B-6 OF THE CITY CODE FOR A SPECIAL EVENT KNOWN AS THE "CARING FOR MIAMI MOBILE FOOD MARKET" PRESENTED BY CARING FOR MIAMI, INC. TO BE HELD THE FOURTH TUESDAY OF EACH MONTH BEGINNING SEPTEMBER 2026 AND CONTINUING THROUGH SEPTEMBER 2027, IN FRONT OF SOUTH MIAMI CHILDREN'S CLINIC; PROVIDING FOR APPLICABILITY OF OTHER CODE REQUIREMENTS; PROVIDING FOR IMPLEMENTATION, CORRECTIONS, AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-PARKS, RECREATION & CULTURE DEPT.)

[Memo-Caring_For_Miami.docx](#)
[Resolution-Caring_For_Miami_Special_Event_Fee_Waiver.docx](#)
[Caring for Miami Application.pdf](#)
[Parking Estimate - Caring For Miami.pdf](#)
[Resolution #002-25-16294 - Special Event Fee Waiver Policy.pdf](#)

4. A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, AMENDING THE CITY'S SCHEDULE OF FEES TO REMOVE SPECIFIC RATES AND CHARGES RELATED TO POLICE DEPARTMENT OFF-DUTY EMPLOYMENT, INCLUDING THE POLICE EQUIPMENT VEHICLE FEE; PROVIDING FOR CORRECTIONS AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-POLICE DEPT.)

[Memo_-_Amendment_to_Schedule_of_Fees_Related_to_Police_Off-Duty_Employment_Fees.docx](#)
[Resolution Amending Fee Schedule Re Police Off-Duty Employment and Vehicle Fees.DOCX](#)

P. RESOLUTION(S)

Q. RESOLUTION(S) PUBLIC HEARING(S)

5. A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, APPROVING THE PROPOSAL AND TWO YEAR COVERAGE AGREEMENT WITH PUBLIC RISK MANAGEMENT OF FLORIDA FOR RENEWAL OF PROPERTY AND CASUALTY AND LIABILITY INSURANCE SERVICES IN AN ANNUAL AMOUNT NOT TO EXCEED \$640,985 FOR FISCAL YEARS 2026-2027; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE AGREEMENT FOR SERVICES; PROVIDING FOR IMPLEMENTATION, CORRECTIONS, AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-HUMAN RESOURCES)

[Manager_Memo_-_Liability_Insurance_for_Fiscal_Year__FY__2026-27.docx](#)
[Resolution-PRM_Liability_Insurance_for_Fiscal_Year_FY_2026-27.docx](#)
[Exhibit A-PRM Proposal 2026 - 2027 P&C Renewal.pdf](#)
[Ad.pdf](#)

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

6. AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, AMENDING ARTICLE III "ZONING REGULATIONS", SECTION 20-3.3 "PERMITTED

USE SCHEDULE" AND 20-3.4 "SPECIAL USE CONDITIONS", OF THE LAND DEVELOPMENT CODE TO PROVIDE FOR PHYSICAL FITNESS FACILITY AS A SPECIAL USE IN THE GENERAL RETAIL DISTRICT, AND TO AMEND HOURS OF OPERATION CONDITIONS BASED ON AN APPLICATION SUBMITTED BY KIMCO SOUTH MIAMI 634, INC.; PROVIDING FOR CORRECTIONS; SEVERABILITY; CONFLICTS; AND AN EFFECTIVE DATE. 4/5 (CITY MANAGER-DEVELOPMENT SERVICES DEPT.)

[CM_Memo_-_LDC_-_Special_Use_Physical_Fitness_Personal_Skills_-_08-27-2026.docx](#)

[Ordinance SR_Re_Gyms_in_GR.docx](#)

[EXHIBIT A.docx](#)

[Physical Fitness Ordinance Business Impact Estimate Form.docx](#)

[PB-2026-017 Application Documents.pdf](#)

[Ad.pdf](#)

[Ad.pdf](#)

7. AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, AMENDING ARTICLE IV "OTHER REGULATIONS," ARTICLE V "PROCEDURES AND APPLICATIONS," AND ARTICLE XII "DOWNTOWN SOMI DISTRICT REGULATIONS" OF THE LAND DEVELOPMENT CODE TO REORGANIZE AND AMEND NOTICE REQUIREMENTS FOR PUBLIC HEARINGS; PROVIDING FOR CORRECTIONS; SEVERABILITY; CONFLICTS; AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-DEVELOPMENT SERVICES DEPT.)

[CM_Memo_-_Public_Noticing_Ordinance_08-27-2026.docx](#)

[Ordinance_SR_Re_Notice_Provision_MWLRev-Updated-2.docx](#)

[Exhibits A, B, and C - Exhibits_to_Notice_Ordinance.docx](#)

[Public Noticing Ordinance Business Impact Estimate Form.docx](#)

[Ad.pdf](#)

8. AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, APPROVING THE THIRD AMENDMENT TO THE LEASE AGREEMENT WITH THE GIRL SCOUT COUNCIL OF TROPICAL FLORIDA, INC. IN CONNECTION WITH AN EXISTING FRANCHISE PROVIDING FOR THE CONTINUED USE OF THE PROPERTY LOCATED AT 6609 SW 60 STREET AND KNOWN AS THE LITTLE HOUSE RESERVE PARK; AUTHORIZING THE CITY MANAGER TO EXECUTE THE THIRD AMENDMENT; PROVIDING FOR IMPLEMENTATION, CORRECTIONS, SEVERABILITY AND AN EFFECTIVE DATE. 3/5 (CITY MANAGER-PARKS, RECREATION & CULTURE DEPT.)

[Memo_-_Little_House_Lease_Amendment \(2\).docx](#)

[Ordinance SR Approving Third Amendment To Girl Scout House Lease.docx](#)

[Third_Amendment_to_Girl Scout Lease_Agreement v2.docx](#)

[Exhibit B to Girl Scout Lease.pdf](#)

[Ord No 23-25-2536.pdf](#)

[Ad.pdf](#)

9. AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, REPEALING SECTIONS 15-24, 15-25, 15-26, 15-27, AND 15-27.1 TO COMPLY WITH SECTION 790.33, FLORIDA STATUTES WHICH PREEMPTS LOCAL REGULATION OF FIREARMS AND AMMUNITION, INCLUDING THE PURCHASE, SALE, TRANSFER, TAXATION, MANUFACTURE, OWNERSHIP, POSSESSION, STORAGE, AND TRANSPORTATION THEREOF; AMENDING SECTIONS 2-44, 14-5, 14-9, 15-15, AND 15-18 TO DELETE REFERENCES TO FIREARMS; PROVIDING FOR CORRECTIONS; SEVERABILITY; CONFLICTS; IMPLEMENTATION;

AND AN EFFECTIVE DATE. 3/5 (CITY ATTORNEY)

[Memo_Repealing_Firearms_Code_Provisions__1_.docx](#)

[Ordinance_SR_Repealing_Open_Carry_Laws.docx](#)

[4E48526-Exhibit A-Gun Preemption Ordinance.DOCX](#)

[Florida Carry Notice of Violations - South Miami - 10 violations - FLC-CASE-2026-019.pdf](#)
[Ad.pdf](#)

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

10. AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SOUTH MIAMI, FLORIDA, APPROVING A FRANCHISE, PURSUANT TO ARTICLE VI, SECTION 4(C) OF THE CHARTER, AND TWO GROUND LEASE AGREEMENTS WITH 13TH FLOOR LINK AT SOMI, LLC OR ITS AFFILIATE, FOR THE CITY OF SOUTH MIAMI CITY HALL REDEVELOPMENT PROJECT LOCATED AT 6130 SUNSET DRIVE, PURSUANT TO REQUEST FOR PROPOSALS (RFP) NO. CSM2024-08; AUTHORIZING THE CITY MANAGER TO COMPLETE NEGOTIATIONS AND EXECUTE THE TWO GROUND LEASE AGREEMENTS; PROVIDING FOR IMPLEMENTATION, CORRECTIONS, AND AN EFFECTIVE DATE. 4/5 (CITY COMMISSION)

[Memo re Ground Lease.docx](#)

[Ordinance-Ground_Lease_for_City_Hall.docx](#)

[Exhibit A- Term Sheet Res No 021-26-16435.pdf](#)

[Exhibit B -South Miami City Hall Lease Agreement \(Lessor's Revised Phase 1 Draft\)-FIRST READING v1.docx](#)

[Ad-13th Floor.pdf](#)

[Redline - South Miami City Hall Lease Agreement \(Phase 1\)-13669729-v6 and South Miami City Hall Lease Agreement \(Phase 1\)-136697.pdf](#)

T. ORDINANCE(S) FIRST READING(S)

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.