



City of Coral Gables

Administrative Order of the City Manager

Administrative Order No.: 2021-01 **Title:** Alternative Meeting locations for Quasi-Judicial Boards

Ordered: February 11, 2021 **Effective:** February 11, 2021

AUTHORITY: Chapter 2, Article II, Division 1, Sec. 2-56. Staff members and other ex officio members; Coral Gables City Charter, Art. II City Manager, Sec. 15 Specific Powers and Duties.

PURPOSE

Since the expiration of Florida Governor's Executive Order 20-69, which suspended the in-person quorum requirements for local government meetings, Coral Gables boards and committees have been required to have a physical quorum present to conduct official business. However, many of the City's board members continue to express trepidation regarding in-person participation in board meetings, particularly in closed indoor settings. As such, it has been difficult to achieve a quorum for several of the City's key quasi-judicial boards, resulting in delays which impact the ability of a matter to move through the process.

The purpose of this Administrative Order is to direct staff to facilitate outdoor and alternative meeting locations for quasi-judicial boards, where an alternative format is necessary to achieve a quorum and move the business of the City forward. All locations will be compliant with the requirements of the Sunshine Law.

APPLICABILITY

This Order is applicable to the following boards: Planning and Zoning Board, Historic Preservation Board, Board of Adjustment, Code Enforcement Board, Construction Regulation Board and Board of Architects when they meet in a quasi-judicial capacity and as deemed appropriate.

PROCEDURE

Board liaisons are directed to work with the City Clerk's Office and the Information Technology Department to facilitate outdoor and alternative meeting locations for quasi-judicial boards, if necessary, to achieve a quorum. Such meetings shall take place in pre-approved locations and shall conform with all applicable provisions of the Florida Sunshine Law and the rules of procedure adopted by each respective board.

EXPIRATION


This Order shall remain in effect until the City's declared state of emergency is lifted.

APPROVED BY:



Peter J. Iglesias, P.E.

City Manager



Date