

City of Opa-locka

*Commission Chambers
215 Perviz Avenue
Opa-locka, FL 33054*



REGULAR COMMISSION MEETING Agenda

**Wednesday, April 14, 2021
7:00 PM**

City Commission

**Mayor Matthew A. Pigatt
Vice Mayor Veronica J. Williams
Commissioner Alvin Burke
Commissioner Chris Davis
Commissioner John H. Taylor Jr.**

Appointed Officials

**City Manager John E. Pate
City Attorney Burnadette Norris-Weeks
City Clerk Joanna Flores, CMC**

SPEAKING BEFORE THE CITY COMMISSION

NOTE: All persons speaking shall come forward and give your full name and address, and the name and address of the organization you are representing.

There is a three (3) minute time limit for speaker/citizens forum and participation at all city commission meetings and public hearings. Your cooperation is appreciated in observing the three (3) minute time limit policy. If your matter requires more than three (3) minutes, please arrange a meeting or an appointment with the City Clerk prior to the commission meeting. *City of Opa-locka Code of Ordinances Section 2-57*

DECORUM POLICY

Any person making impertinent or slanderous remarks or who become boisterous while addressing the commission, shall be declared to be out of order by the presiding officer, and shall be barred from further audience before the Commission by the presiding officer, unless permission to continue or again address the commission be granted by the majority vote of the commission members. *City of Opa-locka Code of Ordinances Section 2-58*

NOTICE TO ALL LOBBYISTS

Any person appearing in a paid or remunerated representative capacity before the city staff, boards, committees and the City Commission is required to register with the City Clerk before engaging in lobbying activities. *City of Opa-locka Code of Ordinances Section 2-18*

FLORIDA STATUTES, CHAPTER 285.0105:

"If a person decides to appeal any decision made by the Board, Agency or Commission with respect to the proceedings, and that, for such purpose, that 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."

Procedures for Public Participation

How to watch the meeting

Members of the public are encouraged to watch the public meeting and public hearings at <https://www.youtube.com/user/CityofOpaLocka>

How to participate

To participate virtually, please register at least 2 hours prior to the scheduled meeting time on the City of Opa-locka website at www.opalockafl.gov.

CITY OF OPA-LOCKA
“The Great City”

AGENDA
REGULAR COMMISSION MEETING
April 14, 2021
7:00 P.M.

- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
- 3. INVOCATION:**
- 4. PLEDGE OF ALLEGIANCE:**
- 5. AWARDS/PROCLAMATIONS/ACKNOWLEDGMENTS:**
- 6. APPROVAL OF CONSENT AGENDA AND PULL LIST (deferrals and deletions):**
- 7. APPROVAL OF AGENDA:**
- 8. APPROVAL OF MINUTES:**
 - Virtual Workshop Meeting Minutes – July 09, 2020**
 - Virtual Workshop Meeting Minutes – July 16, 2020**
 - Virtual Workshop Meeting Minutes – July 23, 2020**
 - Virtual Workshop Meeting Minutes – March 4, 2021**
 - Regular Commission Meeting Minutes – March 10, 2021**
 - Regular Commission Meeting Minutes of March 24, 2021**
- 9. DISTRICT ONE / DISTRICT TWO - COUNTY COMMISSIONER REPORT:**
- 10. PUBLIC PRESENTATIONS:**
 - 1. Special Olympics Florida**
Re: request for City funding
- 11. CITIZENS' FORUM:**
(Opportunity for discussion of any concerns – please limit to 3 minutes)
- 12. ACTION ITEMS (items from consent agenda pull list):**
- 13. ADMINISTRATION:**

CONSENT AGENDA:

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, EXTENDING AN AGREEMENT WITH TRIMERGE CONSULTING GROUP, P.A., FOR A THREE-MONTH PERIOD; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

14. NEW ITEMS:

15. PLANNING & ZONING:

A. PUBLIC HEARINGS:

B. APPEALS:

16. ORDINANCES/RESOLUTIONS/PUBLIC HEARINGS:

A. FIRST READING ORDINANCE(S)/PUBLIC HEARING(S):

B. SECOND READING ORDINANCE(S)/PUBLIC HEARING(S):

1. AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE IV, SECTION 22-81 OF THE CITY OF OPA-LOCKA'S LAND DEVELOPMENT REGULATIONS TO AMEND CERTAIN LANGUAGE REFERENCING SPECIAL EXCEPTION FOR ADULT BUSINESS OPERATIONS WITHIN THE I-2 ZONING DISTRICT; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; CONFLICTS OF LAW; AND PROVIDING FOR AN EFFECTIVE DATE (first reading held on March 24, 2021). *Sponsored by City Manager*

2. AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER IV, ARTICLE 1, SECTION 4-8 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES TO REDUCE CERTAIN DISTANCE REQUIREMENTS FOR ALCOHOL SALES AND CONSUMPTION WITHIN THE CITY; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE (first reading held on March 24, 2021). *Sponsored by City Manager*

C. RESOLUTION(S):

17. CITY MANAGER'S REPORT:

18. OFFICIAL BOARD REPORTS:

19. FUTURE AGENDA ITEMS:

20. MAYOR/COMMISSION REPORTS:

21. OFFICIAL BOARD APPOINTMENTS:

Civil Service Board

1 Individual Appointment (Commissioner Taylor)

1 Individual Appointment (Vice Mayor Williams)

Historic Environmental Preservation Board

4 At-large Appointments

Fair Housing and Nuisance Abatement Board

1 Individual appointment (Commissioner Taylor)

1 Individual appointment (Vice Mayor Williams)

1 Individual appointment (Mayor Pigatt)

Community Relations, Recreation and Activities Board

1 Individual appointment (Commissioner Taylor)

1 Individual appointment (Commissioner Davis)

1 Individual appointment (Vice Mayor Williams)

1 At-large appointment

Planning & Zoning Board

1 At-large Appointment

22. ADJOURNMENT:

SCHEDULE OF FUTURE WORKSHOPS/OFFICIAL ACTIVITIES

A. City of Opa-locka Workshop to discuss Commission priorities, Monday, **April 12, 2021** at 5:30 p.m., Sherbondy Village Auditorium, 215 Perviz Avenue, Opa-locka, Florida. This meeting will take place in-person while allowing virtual participation. To participate virtually, please register on the City of Opa-locka website at www.opalockafl.gov.

B. Feeding South Florida Drive-Thru Food Distribution, Tuesday, **April 13, 2021** from 9:00 a.m. – 11:00 a.m., Sherbondy Park, 215 Perviz Avenue, Opa-locka, Florida.

C. City of Opa-locka Mayor and Commission along with the Parks & Recreation Department and Bike 305 presents Opa-locka Spring Cycle 2021 - A Community Bike Ride – Saturday, **April 17, 2021** at 9:00 a.m., Sherbondy Village, 215 Perviz Avenue, Opa-locka, Florida. Bring your own bike! For more information, please call (786) 393-9175.
Hosted by Commissioner John H. Taylor Jr.

For further information, please contact the Office of the City Clerk by telephone at (305) 953-2800 or email jflores@opalockafl.gov.

APPROVAL OF MINUTES

CITY OF OPA-LOCKA

“The Great City”

CLERK’S ACTION SUMMARY MINUTES

VIRTUAL WORKSHOP (COVID-19)

Thursday, July 9, 2020

5:30 P.M.

1. WELCOME/OPENING REMARKS:

Mayor Matthew Pigatt called the virtual Workshop Meeting to order at 5:30 p.m. on Thursday, July 9, 2020.

Pursuant to Executive Order No. 20-69, issued by the office of Governor Ron DeSantis on March 20, 2020, municipalities may conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location, and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5) (b) 2, Florida Statutes.

An opportunity was given to the public to email the City Clerk prior to the Commission Meeting with any questions/comments/concerns on the workshop agenda. The meeting was streamed live at <https://www.youtube.com/user/CityofOpalocka>.

As a virtual meeting authorized by the Governor of the state of Florida, members of the public wishing to address the commission were offered the opportunity to do so. Public comments will be included as part of the public record for the virtual meeting and will be considered by the City commission prior to any action taken.

2. ROLL CALL

The members of the City Commission appearing remotely were: Mayor Matthew Pigatt, Vice Mayor Chris Davis, Commissioner Sherelean Bass, and Commissioner Joseph L. Kelley. Also appearing remotely were: Assistant City Attorney Candice Cobb, City Manager John E. Pate, and City Clerk Joanna Flores. Commissioner Alvin Burke arrived at 5:35 p.m.

3. INVOCATION:

The invocation was delivered by Commissioner Kelley.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited in unison.

5. PUBLIC INPUT:

(Agenda items only)

Clerk Flores announced the protocols for public comments. There were no public comments.

6. DISCUSSION ITEMS:

- a) City's Response to the Coronavirus Disease 2019 (COVID-19)
- b) Strategic Planning

Mayor Pigatt requested City Manager Pate to introduce the item.

City Manager Pate reported Miami-Dade County was having among the highest rates per capita of COVID-19 cases. He requested input from the Commission in regards to City Hall and how to proceed, in consideration of the positivity rate. He reported the testing site was averaging 550-600 tests per day. He reported positivity rates are rising, with 45 new cases the day before and a total of over 1,000 within the City of Opa-locka. He reported the closing of 780 Fisherman St for 2 weeks as part of a "Safer at Home" initiative, to perform deep cleaning and limiting movement. He reported the County had a curfew from 10 pm to 6 am. He suggested a PR Campaign titled "Safer at Home". He reported the County received \$14 million dollars to have individuals to trace and track the virus. He stated he wanted to solicit Miami-Dade County for assistance in tracking the virus within the City. He suggested having an event to pass out mask to residents. He requested feedback regarding issuing any emergency orders the commission might see fit.

Commissioner Kelley stated he was in support of shutting the building down. He stressed the importance of putting the word out.

Commissioner Bass stressed the importance of keeping everyone safe.

Vice Mayor Davis stated he was in support of closing down City Hall. He stressed the importance of the "Safer at Home" guidelines.

Commissioner Burke also stressed the importance of the safety of the employees and agreed with his colleagues.

Mayor Pigatt stated everyone was on the same page regarding the importance of safety. He asked City Manager Pate what he meant by closing down City Hall.

City Manager Pate explained that he meant that only essential employees would be required to go to City Hall. He explained that at the time, the staff was alternating showing up to City Hall. However, he stated that was not working well considering that cases continue increasing.

Mayor Pigatt asked if there were work from home policies and procedures.

City Manager Pate stated “Yes”.

Mayor Pigatt asked about the employees who could not work remotely.

City Manager Pate explained he was speaking about City Hall at 780 Fisherman St.

Mayor Pigatt stated he was in favor in making sure employees are being protected. He wanted to make sure everyone was aware the City was still in a financial crisis. He requested an understanding of how the level of performance of the employees will continue. He stressed the importance of continuing to run the City effectively.

Commissioner Kelley asked City Manager Pate if there was a comprehensive plan for employees to work from home. He requested an explanation of how the Manager will know for a fact that employees are available from home and being efficient.

City Manager Pate explained the checks and balances of employees including sending an email at the start of each shift, productivity checks, work assignments being achieved, among other methods to hold employees accountable. He stated it is a reasonable expectation to have issues with some employees working from home. He stressed the importance of having the least number of people at City Hall.

Commissioner Kelley stated he was supportive of the closing. He wanted to make sure that someone was going to be answering the phone calls to the City. He stated he wanted to address the Safer at Home order.

Mayor Pigatt requested that City Manager Pate provide an update on customer service and the process for getting in touch with people who need help.

City Manager Pate requested that Director Rodriguez provide a report on the Mayor’s request.

Director Rodriguez reported that earlier that afternoon, the phones shipped and will be delivered within a few days. He stated the call center could be rolled out in 2-3 weeks after that. He also stated that all phone calls could be transferred.

Mayor Pigatt asked if the person answering the phone could also transfer to another department.

Director Rodriguez stated that was correct.

Mayor Pigatt asked about the laptops working well and having internet service.

Director Rodriguez explained that those employees who did not have internet access, were provided with a hot spot and a VPN was provided for protection.

Mayor Pigatt stressed he wanted to know what the new government looked like in this new situation. He asked City Manager Pate if he wanted to add anything else.

City Manager Pate stated he did not have anything else to add. He also stated he needed to get off due a family emergency. He introduced Assistant City Manager Ellis and informed him that the Commission would be speaking about strategic planning, the 2105 Ali Baba Building and the direction of the department.

Commissioner Kelley requested clarification if the City was going to have the call center within 2 weeks. He also asked if the 2877 number is still being used for questions about masks, social distancing, and those kinds of things.

Director Rodriguez stated he could not say specifically that the call center will be active within 2 weeks but that more or less, that is what he is anticipating. He explained it was his responsibility for phone calls to be directed to the correct personnel.

Commissioner Kelley stated he was referring to the bigger picture such as a number to call related to COVID-19 guidelines, social distancing and things of that nature and if the 2877 number was still being used.

Assistant Manager Ellis asked Director Rodriguez to clarify.

Director Rodriguez stated that number was available 24/7, but it is forwarded to the police department. He stated that using another number without the new technology in place will create confusion.

Mayor Pigatt requested Commissioner Kelley to clarify his point about the caravan and social media.

Commissioner Kelley stressed the importance of having a caravan, giving out masks, and giving out flyers among other things. He asked Ms. Modkins about the tentative date for the caravan.

Ms. Modkins explained that due to rain percentages, it has been delayed. She explained the tentative date for next Saturday was canceled as a result of the high percentage of rain, and that the tentative date is for the following Saturday.

Commissioner Kelley suggested having the caravan on a weekday as well. He stated he will be there on Saturday next week.

Mayor Pigatt stated weekdays would be difficult.

Vice Mayor Davis stated he was available for either a weekday or on Saturday.

Commissioner Bass stated she would prefer Saturday afternoon, but that she would be available either way.

Commissioner Burke stated he had open availability.

Mayor Pigatt asked Ms. Modkins if she had any other questions.

Ms. Modkins provided her report on last week's public relations efforts including the Opa-locka Youth Campaign, social media outreach, press releases on food drives, the Commission's virtual training, Census Day, and CBS' interview with Commissioner Kelly on Opa-locka's commitment to feeding residents. She will be confirming the caravan date shortly after the meeting adjourns.

Mayor Pigatt asked if anyone else had any other words or concerns regarding COVID-19.

Commissioner Bass requested a report from the Police Department as it relates to COVID-19 testing.

Assistant Manager Ellis explained that those police officers who had tested positive were able to be off duty and those who had been around those testing positive were tested.

Mayor Pigatt explained the City has done everything possible to feed and protect residents during this difficult time and stressed the importance of continuing to reach out to the residents. He asked Assistant Manager Ellis to introduce the strategic plan to continue the report.

Assistant Manager Ellis asked Public Works Director Austin to address the parks concern brought up by Commissioner Kelley.

Mayor Pigatt asked if he was just going to address Ingram Park as part of strategic planning.

Assistant Manager Ellis stated he would be speaking about Ingram Park and the Cultural Arts Center.

Commissioner Kelley stated he wanted to talk mainly about the Cultural Arts Center, as it is a time sensitive issue. He requested to know what the City Manager was planning to do with that building.

Vice Mayor Davis stated he was concerned with the Parks & Recreation Department and what Commissioner Kelley stated.

Mayor Pigatt stated he wanted to be sure the conversation about Ingram Park and the strategic plan was part of a comprehensive plan of the City's resources and its parks. He introduced Assistant Manager Ellis.

Assistant Manager Ellis requested Director Austin to speak about Ingram Park.

Director Austin explained Ingram Park obtained a piggyback bid which was coming forward at the next meeting, to finish the replacement of the roofing. He explained that he has submitted all requested forms to Miami-Dade County to start the lighting project and he hoped it would be done by November of this year. He also reported the building at 2105 Ali Baba was 37% complete.

Commissioner Kelley asked Director Austin if he was at the point where he needed to know what the Commission wants to do with the space at the 2105 Building.

Director Austin stated "Yes."

Commissioner Kelley requested to know if the information provided by citizens a couple of years ago regarding that building was still available, as they were requesting computers, and assistance to residents, among other things.

Assistant Manager Ellis stated he was not familiar with that information but that he will be asking Mr. Gay to provide more information.

Mr. Gay explained that a memo was provided to the Manager regarding that meeting held 2 years ago. He stated that he provided bullet points on some of the things the community talked about.

Commissioner Kelley asked if the Manager had received any of that information.

Assistant Manager Ellis stated he has not and he asked Mr. Gay if he had sent that information.

Mr. Gay stated that information was sent prior to the City Manager being appointed to the position.

Commissioner Kelley stated it was important to provide direction while they are building. He was hoping a general idea could be set in place during the meeting and he wanted to have his colleagues input on it.

Mayor Pigatt recalled it was two years ago, stating that there were only a few participants. He shared what he recalled was discussed during that meeting and related to social security services for the residents. He wanted to have the input of staff, as well as know the space available for the City to be able to create a martial arts room, a game room, and a classroom, among other things.

Commissioner Bass asked what about the Police Department.

Mayor Pigatt stated that was a good point but it might be too small for them.

Commissioner Burke shared that the Police Department was in that building before. He stated the Police Department should be in a stand-alone building.

Assistant Manager Ellis shared that was indeed a building for the youth academy of the police department and it was used as an outpost or substation.

Vice Mayor Davis agreed the need for a Police Department building had to be addressed. He stated one of the points of concerns for Kabul Park was the bathrooms. He also stressed the importance of garbage pickup at the park.

Commissioner Burke asked Vice Mayor Davis if he was saying he was requesting bathrooms at the Set Center to be used by the Park.

Vice Mayor Davis stated he believed every Park should have a bathroom.

Commissioner Bass asked Vice Mayor Davis if he was suggesting that some of the services that were provided at the Set Center should be a part of Ingram Park.

Vice Mayor Davis stated he was referring to the Kaboom Tot Lot having bathrooms.

Commissioner Bass asked Director Austin if the work being done at Ingram Park will be completed by November.

Director Austin stated that he hoped to get the work started by November. He stated the bathroom roof will be completed before November, but the light project would be started by November.

Commissioner Bass asked if he had a tentative date that the Park would be re-open.

Director Austin stated that not at the time.

Mayor Pigatt asked if anyone else would like to see a comprehensive plan for the City's parks.

Commissioner Bass stated of course.

Vice Mayor Davis stated he would like to see a comprehensive plan for the parks and the entire City as a whole.

Mayor Pigatt stressed having a plan to utilize the resources of the City fully for the benefit of the residents.

Commissioner Kelley stated staff needed to be given directions. He suggested focusing the discussion on the time sensitive nature for the building at 2105. He stated he heard a discussion about a set activities or the police department being at the building in question. He asked if the funds could be used in the building or if there were restrictions.

Mayor Pigatt requested Assistant Manager Ellis to answer the question along with what is budgeted to be done at that building.

Assistant Manager Ellis referred the question to Director Austin.

Director Austin stated the funding was obtained with the premise that the facility was going to be used as a community center. He stated there were no implied restrictions except for meeting the deadline for the renovation.

Commissioner Kelley asked for clarification on whether the funds could be used for the building to be used by the police department.

Director Austin stated he needed to ask CBDG and get clarification.

Commissioner Kelley stressed that was a major question. He asked Assistant Manager Ellis for the projected dollar amount and the square footage.

Assistant Manager Ellis explained that there have been several organizations reaching out to use the building and they would take care of the upkeep. He asked for clarification on whether he was requesting the operational or renovation budget.

Mayor Pigatt asked how much the City had budgeted to operate and do something in that building. He stated he was thinking in terms of moving forward, after renovations.

Assistant Manager Ellis stated that moving forward, some of the non-profits have offered services, if there was not enough funding in the City's budget to operate it. He stated those were just options on the table that are being considered but not approved.

Mayor Pigatt asked Assistant Manager Ellis if the City Manager was going to choose an organization that approached them.

Assistant Manager Ellis stated that was not correct. He clarified that these organization have approached the Office of the City Manager and a decision has not been made. He stressed that the City has no budget for running the building at this time.

Mayor Pigatt suggested figuring out what to do with the building and clarify what decision the Commission wanted to make. He asked if they wanted the input from the Commission and the community documented.

Commissioner Burke stated that this discussion should have been had with City Manager Pate present, as it was only fair and necessary.

Commissioner Kelley stated that the purpose of the meeting was to get the ideas from the Commissioners and that he wanted to be clear on any restrictions so that the ideas would fall within those parameter. He asked Director Austin to have that information by next meeting.

Director Austin stated he will have an answer by the following day.

Commissioner Kelley stated that the Commissioners need to be sure in order to make a determination and clear decision on what is desired of the building and whether non-profits should be engaged. He suggested moving the discussion to next week.

Commissioner Bass requested the answer on the restrictions as soon as possible.

Vice Mayor Davis shared his experience with CDBG funds and stated they usually do not have much wiggle room.

Assistant Manager Ellis agreed with Vice Mayor Davis and stated a definite answer will be given the following day. He stated that he believed the City Manager was looking forward to the Park Summit to gather the information from the community.

Mayor Pigatt requested a memo which clearly detailed what the facility could be used for, the capacity, the square footage, what it would cost the City in maintenance, the non-profit options, the City's ability to staff the center, how would it be connected to other centers and how it would impact the COVID-19 realities. He encouraged the Manager's office to speak individually with the Commissioners to better understand those details and ideas, in order to be clear moving forward.

7. ADJOURN:

There being no further business to come before the City Commission, it was moved by Commissioner Burke, seconded by Vice Mayor Davis to adjourn the workshop meeting at 7:03 p.m.

Matthew A. Pigatt
Mayor

Attest:

Joanna Flores, CMC
City Clerk

CITY OF OPA-LOCKA

“The Great City”

CLERK’S ACTION SUMMARY MINUTES

VIRTUAL WORKSHOP (COVID-19)

Thursday, July 16, 2020

5:30 P.M.

1. WELCOME/OPENING REMARKS:

Mayor Matthew Pigatt called the virtual Workshop Meeting to order at 5:30 p.m. on Thursday, July 16, 2020.

Pursuant to Executive Order No. 20-69, issued by the office of the Governor Ron DeSantis on March 20, 2020, municipalities may conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location, and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5) (b) 2, Florida Statutes.

An opportunity was given to the public to email the City Clerk prior to the Commission Meeting with any questions/comments/concerns on items we will hear on this evening’s workshop agenda. This meeting is being streamed live at <https://www.youtube.com/user/CityofOpalocka>.

Since this is a virtual meeting as authorized by the Governor of the state of Florida, again, members of the public wishing to address the commission have been offered the opportunity to do so. Public comments will be included as part of the public record for this virtual meeting and will be considered by the City commission prior to any action taken.

2. ROLL CALL

The members of the City Commission appearing remotely were: Mayor Matthew Pigatt, Vice Mayor Chris Davis, Commissioner Sherelean Bass, and Commissioner Joseph L. Kelley. Also appearing remotely were: Assistant City Attorney Candice Cobb, City Manager John E. Pate, and City Clerk Joanna Flores. Commissioner Alvin Burke arrived at 5:56 p.m.

3. INVOCATION:

The invocation was delivered by Commissioner Joseph L. Kelley.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited in unison.

5. PUBLIC INPUT:
(Agenda item only)

Clerk Flores announced the protocols for public comments. There were no public comments.

6. DISCUSSION ITEMS:

- a) City's Response to the Coronavirus Disease 2019 (COVID-19)
- b) City of Opa-locka Budget Proposal FY 21

Mayor Pigatt introduced City Manager Pate to provide a COVID-19 report and budget proposal.

City Manager Pate stated he will provide a report regarding COVID-19 and Budget Director Anathan will provide a report regarding the budget. He explained how the City's staff is responding to the COVID-19 pandemic, closing down City Hall for 2 weeks for sanitation, and mitigating the risk of infection. He stated it was the City's goal to transition to re-opening. He asked Public Relations Consultant Jessica Modkins to provide a report on public relationships in the City, followed by Lieutenant Chiverton.

Ms. Modkins reported on the City's latest advertising efforts, including using newsletters and social media to reach out to City residents with safety tips to deal with the pandemic while in public. She reported Mayor Pigatt was interviewed on Hot 105 about the mask distribution caravan coming up next Saturday.

Lieutenant Chiverton reported that by end of next week, the mask mandate will be in effect including fines and citations. He stated that the Police Department was still enforcing social distancing and face covering policies. He reported that the residents are abiding by the guidelines much more.

Commissioner Kelley asked where the signs were going to be installed and if the cost of the signs is reimbursable. He asked City Manager Pate how parking was going to be handled at the testing site.

City Manager Pate stated a mock-up was created displaying where the signs would be installed. He explained that Miami-Dade County Police is in charge of the testing site and any issue that arises from the testing site should be forwarded to them. He explained that there is staff in the

parking lot, directing people to designated parking areas, depending on availability. He asked Ms. Modkins to provide details about the parking.

Ms. Modkins stated that two signs were going to be installed, one which reads “No Parking” which was going to be installed along with cones, and the second sign reads “Overflow Parking” and it will have an arrow indicating the direction the person needs to drive, to get to a parking area with available space.

Commissioner Kelley briefly explained what he understood from the proposed plan and asked if that was correct.

City Manager Pate stated that was correct and further explained the pathways that individuals needed to walk through, were set up by the plan.

Commissioner Kelley shared his concern for residents exercising in the same area that may run into individuals being tested. He suggested adding to the advertisements, the hours of operation of the testing site, as sometimes they close before 3 pm and people should be notified.

City Manager Pate stated that was possible and he will request that Ms. Modkins come up with a plan. He stated that all testing sites close once they hit the daily allotment in tests. He stated any cost related to COVID-19 was reimbursable.

Commissioner Kelley suggested using Career Source to allocate staff to help with parking and directions at the testing sites.

City Manager Pate shared that he had received 16 resumes to work the COVID-19 initiative and staff will be designated accordingly.

Vice Mayor Davis asked City Manager Pate if the County had provided criteria for what qualifies for reimbursements.

City Manager Pate explained there were two paths for reimbursement, through FEMA and Miami-Dade County. He explained the County was still working on the criteria for reimbursement with COVID-19 related expenses.

Mayor Pigatt clarified that the Opa-locka testing site was a regional site for which the City has invested as well.

Commissioner Bass shared that Miami-Dade County had offered rent assistance and applications were open until the day after.

City Manager Pate stated he will request that Ms. Modkins advertise Commissioner Bass' information.

Mayor Pigatt shared that the City also had one of the first testing sites for children in the area and weekly food drives. He stressed the importance of continuing to send the message about mask usage. He asked City Manager Pate to move on and discuss the budget.

City Manager Pate introduced Director Anathan to present the budget.

Director Anathan shared a PowerPoint slide titled FY 21 Proposed Budget Workshop. He started by covering the citywide funds, which included: general fund for \$17.6 m, CRA for \$1.0 m, debt service for \$2.4 m, safe neighborhood for \$0.2 m, people's transportation plan for \$1.4 m, town center for \$0.7 m, special law, IT - internal services for \$0.7 m, and risk management – internal services for \$2.7 m, water-sewer \$14.5 m, storm water \$3.5 m. He shared the general fund major budget assumptions which were as follows: tax base growth of 8.0%, property tax collection rate was 95%, one percentage point was set at \$114,529, millage rate recommended at 9.8 where 0.1 equals \$110,053, reduced revenue due to COVID-19, very limited headcount growth, no compensation increase except for police contract, 10% increase in health benefits, \$1.4 m of contingency, updated retirement rates, and a balanced budget without the utilization of the fund balance. He shared a slide titled General Fund Overview and briefly discussed it; he stated that the proposed contingency for FY 21 was set at \$1,403,285. He shared a slide titled General Fund – Expense by Division, for which the proposed total expense for FY 21 was set at \$17,602,650. He shared a slide titled General Fund – Unassigned Fund Balance and he stated that due to COVID-19, the forecast was to break even. He shared a slide titled General Fund Major Objectives which included: completion of FY 19 & FY 20 City audits, implementation of a broad range of policies and procedures demonstrating the City's ability to exercise comprehensive fiduciary responsibilities, no discrepancies noted on the state evaluation of the City's response to the operational audit findings and recommendations, state acceptance of the five year recovery plan, IT initiative to implement technology and redesign business processes for increased efficiency / effectiveness and to maximize online service availability, development of comprehensive parks and recreation strategy, maximize development activity consistent with the new downtown masterplan and other city guidelines, major focus on elimination of illegal dumping, high priority on community policing, maximizing the impact on the community from COVID-19 if it is still a threat. He shared a slide titled General Fund Major Issues, which included: revenue uncertainty, unassigned fund balance recovery to target of \$3 million, and service delivery with lean staffing. He shared a slide titled Community Redevelopment Agency (CRA) Overview for which the proposed budget for FY 21 was set at \$1,046,910.00. He shared a slide titled Community Redevelopment Agency (CRA) Major Objectives which included: completion of downtown master plan, facade program phase II, streetscape program, updated CRA Redevelopment Plan,

Obtain CDBG Funds, Obtain Brownfield Mitigation Funds, Development of Technology District, development of Moorish Cultural Arts and Entertainment District, determine best use – two acres of Ingram Park, enhance Park amenities, reduce impediments to development, complete CRA policies and procedures manual. He shared a slide titled Debt Service Fund Overview and briefly explained it. He shared a slide titled Safe Neighborhood Fund Overview with a total expense for FY 21 of \$186,834. He shared a slide titled People’s Transportation Plan Overview with proposed revenue of \$700,000 for FY 21 and total expenses of \$1,383,166. He shared a slide titled People’s Transportation Plan Objectives which included: obtain grant funding for second community bus route not yet in the budget, roadway resurfacing – Cairo lane roadway portion and one mile of other roadway and 2 miles of new sidewalks. He shared a slide titled Town Center Overview which included total revenue of \$651,191 for FY 21. He shared a slide titled Town Center Major Objectives which included: hire a property manager, 100% rental occupancy, subdivide building into condominium units to limit property tax to “for profit” tenants, energy audit, upgrade interior conditions to better reflect a positive city image. He shared a slide titled Water-Sewer fund overview which included a total funding of \$14,481,996 for FY 21. He shared a slide titled Water-Sewer Fund Working Capital and briefly discussed it. He shared a slide titled Water-Sewer Fund Major Objectives including: water loss reduction and leak study, inflow & infiltration (I&I) reduction, sewer hydraulic model to comply with DERM agreement, resolve closed account delinquencies, identify & apply for grant & loan opportunities, complete Cairo lane project (water-sewer portion = \$2,900,000), complete commerce north area project (\$600,000), renovation of 100 fire hydrants, initiate valve exercising program, clean 100,000 feet of sewer mains. He shared a slide titled Water-Sewer Fund Issues which included: debt service constraining infrastructure investment, state revolving loan of \$773,473 long term, and available cash for “pay-as-you-go” infrastructure investment of \$600,000 to \$900,000 annually before additional County debt service. He shared a slide titled Water-Sewer Fund Pro Forma Available Funds and briefly explained it. He shared a slide titled Stormwater Fund Overview which included a proposed budget for FY 21 of \$1,500,000 in funding and \$3,450,741 in expenses. He shared a slide titled Stormwater Fund Working Capital which was set at \$1,914,954. He shared a slide titled Stormwater Fund Major Objectives, including: move stormwater fees to property tax bill assessment, complete stormwater masterplan & begin implementation, identify and apply for grant and loan opportunities, meet annual national pollutant discharge elimination system (NPDES) requirements, respond to flooding events. He shared a slide titled IT Internal Services Fund Overview with a total expense of \$713,118 for FY 21. He shared a slide titled Risk Management Internal Services Fund Overview with a total expense of \$2,658,614 for FY 21. He shared a slide titled Governmental Capital Improvement Program which showed a total funded projects forecast for FY 21 of \$1,360,000 compared to \$2,761,295 in FY 20. He shared a slide titled Water-Sewer Capital Improvement Program with a total funding of \$3.4 million dollars. He shared a slide titled Stormwater Capital Improvement Program with a total funding of \$2.7 million dollars. He shared a slide titled FY 21 Financial Summary and briefly explained it.

Mayor Pigatt thanked Director Anathan for the presentation and opened the floor for questions.

Vice Mayor Davis asked Director Anathan for the date to move the stormwater fee.

Director Anathan stated by December of this year, but that it will not go into effect until FY 22.

Vice Mayor Davis asked about the opportunity tax from Town Center and the City will do to address it.

City Manager Pate explained an RFP will be issued in the upcoming quarter and will demand payment to the City for Town Center. He stressed the opportunity for the City to receive revenue from this building instead of it being a liability.

Vice Mayor Davis asked if a new grant writer was being considered to qualify for new grants.

City Manager Pate stated that he is looking into that option.

Director Anathan stated that the City had a budget of \$66,000 for grant writing services to see how it works out.

Vice Mayor Davis asked City Manager Pate if the administration was inquiring about competitive bidding to provide services to the City.

City Manager Pate stated “yes.” He stated that Ingram Park was an example in the budget which included such an inquiry. He stated the RFP and RFQ process will be dependent on the recommendations of the Commissioners.

Commissioner Kelley asked what the projection for the General Fund was to get the City out of financial oversight.

City Manager Pate explained that he had interacted with the State and what they were looking at was as follows: five year recovery plan, 3 audits without unqualified opinion, and show that the fund balance is at a surplus.

Commissioner Kelley requested an update on the value adjustment board.

Director Anathan stated that the adjustment was about 0.9% which was similar to last years.

Commissioner Kelley requested when were the new police cars are expected to be delivered.

City Manager Pate stated that while COVID-19 delayed the process, the development of police vehicles will re-start and delivered in 3 to 4 months.

Commissioner Kelley asked when the Commission can start to see the implementation of the new procedures provided by the County for the Police Department.

City Manager Pate stated that the Commission can anticipate significant improvement in the next 3 to 4 months.

Commissioner Kelley inquired about the lighting project to assist with deterring illegal dumping and he requested an update in regards to that project.

City Manager Pate asked Director Austin to provide an update.

Director Austin reported it will begin to roll out in mid-August and it will be Citywide.

Commissioner Kelley inquired what would be required for finances and resources to be caught up. He asked if the staffing adjustments will get the City caught up.

City Manager Pate stated “Yes”, and explained the staffing adjustments will provide the resources needed.

Commissioner Kelley asked City Manager Pate to find out about a County program to allow home owners with tax liens to make installment payments instead of a lump sum, due to COVID-19. He asked if the \$1.4 million contingency reserve was limited.

Director Anathan explained those funds were there for the unknown, as a starting point.

Commissioner Kelley asked if the assessment of the infrastructure and drainage needs for the industrial park area would be completed by December.

City Manager Pate requested Director Austin to speak on the matter.

Director Austin stated that adequate assessments would be based on the implementation studies which are about to get started. He stated it was anticipated to get started by the beginning of next year.

Director Anathan explained that it would have to be set via a resolution prior to December 31.

Commissioner Kelley inquired about the funds set aside for utility billing litigation and whether that amount had been consulted with the City Attorney.

Director Anathan stated that the numbers were discussed with the City Attorney and they were in the range of \$500,000.

Commissioner Kelley inquired about the stormwater increase in staff and why it was necessary. He also asked about the increase in the working hours related to illegal dumping.

Director Austin explained that his department will be dealing with the maintenance of the stormwater inlets and cross piping which needed to be addressed. He explained that an extra full time employee was required to deal with illegal dumping around the City.

Commissioner Kelley asked City Manager Pate if he was renegotiating with the County regarding trash pickups.

City Manager Pate requested Director Austin to provide an update.

Director Austin explained there were several proposals with the County still being discussed.

Commissioner Kelley asked City Manager Pate to elaborate on the condominium units.

City Manager Pate asked Director Anathan to provide more information.

Director Anathan explained each condominium unit will incur its own property taxes.

Commissioner Kelley requested an update on the delinquency on the old water accounts and what amount of money was recoverable.

City Manager Pate asked Director Austin to provide an answer.

Director Austin explained that the trend was that the majority of the outstanding debts belonged to tenants rather than owners and it will be an arduous and costly project to get tenants to pay and the original \$7 million. He stated that \$2.5 million may be recoverable, adding that his department found that some credits had been provided.

Commissioner Kelley asked City Manager Pate to provide a report with the details, including the credits given. He asked Director Anathan if additional staff was recommended for roads and streets.

Director Anathan stated “Yes”, in regards to illegal dumping. He explained there will be 2 new staff members, each working half-time.

Commissioner Kelley shared concern regarding mobile home licensing and how some home owners were renting mobile homes in their backyards. He asked if that could be regulated to collect additional revenue for the City.

Commissioner Bass asked if there were any funds in the budget to make whole those members of the staff that were asked to take a salary cut.

Director Anathan stated that was not addressed.

City Manager Pate explained the reason that was not addressed was because it will be integrated in the Five Year Recovery Plan and all wage increases will be addressed in the plan as well.

Mayor Pigatt thanked City Manager Pate and Director Anathan for the detailed and well documented budget presented. He stressed the importance of addressing the four major challenges of the city: (1) city finances, policies and procedures identified in operational audits, (2) water billing accuracy, (3) flooding and moratorium issues and (4) roads and streets repaving and patching. He shared his concern for the budget regarding the CRA funds. He asked City Manager Pate to explain why there were no funds allocated to the CRA Budget.

City Manager Pate explained the project was still being analyzed by architects and his department was waiting for the assessment.

Mayor Pigatt thanked City Manager Pate. He shared his concern about the getting all employees to a living wage of at least \$30,000 a year. He was concerned for the Parks and Receptions projects because of COVID-19 and suggested that instead of expanding the department, it should be reduced or kept to a minimum and upgrade the facilities instead.

Commissioner Kelley asked if the raising of the living wages was related to his suggestion in regards to upgrading the parks.

Mayor Pigatt clarified that the raising of the wages should still be pursued, and since there are no programs this year because the parks are shut down due to COVID-19, he suggests using that money to upgrade the facilities.

Commissioner Bass asked Mayor Pigatt if he was suggesting using the funds for special projects to improve the facilities.

Mayor Pigatt stated that was correct.

Commissioner Bass advocated for raising the wages of employees instead of using the funds for improving facilities.

Mayor Pigatt stated he has been advocating for a living wage for all employees as well, but that he is not proposing taking funds allocated to raise wages but instead, taking funds allocated for projects that were no longer going to be executed as a result of COVID-19.

Vice Mayor Davis agreed with Mayor Pigatt's suggestion to use the fund for projects to be allocated to improve facilities based on staff recommendations. He advocated for the importance of raising employee's wages according to the rising cost of living.

Commissioner Burke agreed with Vice Mayor Davis.

Commissioner Kelley asked City Manager Pate for an assessment prior to the next Commission meeting.

City Manager Pate asked Director Anathan to provide a response.

Director Anathan stated that his department should have an assessment by Monday afternoon, with options for the Commissioners' consideration.

Mayor Pigatt concluded the meeting.

7. ADJOURN:

8.

There being no further business to come before the City Commission, it was moved by Commissioner Kelley, seconded by Commissioner Burke to adjourn the workshop meeting at 8:01 p.m.

Matthew A. Pigatt
Mayor

ATTEST:

Joanna Flores, CMC
City Clerk

CITY OF OPA-LOCKA

“The Great City”

CLERK’S ACTION SUMMARY MINUTES

VIRTUAL WORKSHOP (COVID-19)

Thursday, July 23, 2020

5:30 P.M.

1. WELCOME/OPENING REMARKS:

Mayor Matthew Pigatt called the virtual Workshop Meeting to order at 5:30 p.m. on Thursday, July 23, 2020.

Pursuant to Executive Order No. 20-69, issued by the office of the Governor Ron DeSantis on March 20, 2020, municipalities may conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location, and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5) (b) 2, Florida Statutes.

An opportunity was given to the public to email the City Clerk prior to the Commission Meeting with any questions/comments/concerns on items we will hear on this evening’s workshop agenda. This meeting is being streamed live at <https://www.youtube.com/user/CityofOpalocka>.

Since this is a virtual meeting as authorized by the Governor of the state of Florida, again, members of the public wishing to address the Commission have been offered the opportunity to do so. Public comments will be included as part of the public record for this virtual meeting and will be considered by the City Commission prior to any action taken.

2. ROLL CALL

The members of the City Commission appearing remotely were: Mayor Matthew Pigatt, Vice Mayor Chris Davis, Commissioner Sherelean Bass, Commissioner Joseph L. Kelley, and Commissioner Alvin Burke. Also appearing remotely were: Assistant City Attorney Candice Cobb, City Manager John E. Pate, and City Clerk Joanna Flores.

3. INVOCATION:

The invocation was delivered by Commissioner Sherelean Bass.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited by City Manager Pate.

5. PUBLIC INPUT:

(Agenda item only)

Clerk Flores announced the protocols for There were no public comments.

6. DISCUSSION ITEMS:

- a) City's Response to the Coronavirus Disease 2019 (COVID-19)
- b) Strategic Planning Session

Mayor Pigatt asked City Manager Pate to provide a COVID-19 report.

City Manager Pate stated the City has one of the highest positivity rates per capita in the state of Florida. He reported that a temperature check camera was installed at City Hall. He asserted that more machines were being ordered for other City facilities. He stated that the City Commission passed legislation penalizing individuals not wearing a face mask. He stated the City received \$85,000 from the Department of Justice from a grant applied for by the City, related to the coronavirus pandemic. He introduced Public Relations Consultant Modkins to provide her report.

Public Relations Consultant Modkins reported on a press release for a food distribution and mask distribution, and shared that WSVN and WTVJ covered Saturday's campaign. She reported on a COVID-19 article featuring Commissioner Kelley. She reported posting a video on social media. She read some of the comments from social media.

Commissioner Kelley requested more information regarding the grant funding.

City Manager Pate stated it was for law enforcement related to COVID-19. He introduced Lieutenant Chiverton to provide a report.

Lieutenant Chiverton reported that there were 311 face mask warnings and 218 social distancing warnings issued in the past 6 days. He stated civil citations will be issued to those not wearing masks.

Commissioner Burke asked how the apartment complexes will be handled.

Lieutenant Chiverton stated it was being enforced in the public areas mainly and not so much near people's homes.

Vice Mayor Davis requested clarification from Lieutenant Chiverton and asked if it was enforceable on private property.

Lieutenant Chiverton stated it was public property only. He explained that in front of residences and complexes would be difficult because of the proximity to their homes.

Vice Mayor Davis requested to know the final amount for the penalty.

Lieutenant Chiverton stated the information he had was \$110.

Vice Mayor Davis stated he thought he had heard it was \$50, but that he will confirm.

Commissioner Burke stated that in the City of Miami, it was set at \$50.

Commissioner Kelley stated that the biggest challenge is enforcing COVID-19 guidelines at homes and large crowds near homes. He asked if that was enforced.

Lieutenant Chiverton stated that the priority is to educate people near their homes and private property, but warnings may be warranted. He asserted that in public spaces, citations will be issued.

Commissioner Kelley asked if there was still a special COVID-19 shift.

Lieutenant Chiverton stated they were on regular schedule. He explained there were 2 more officers per shift, day and night.

Commissioner Kelley asked Lieutenant Chiverton if he had any challenges in regards to the curfew.

Lieutenant Chiverton stated that there were, but most people were complying. He reported that businesses opened 24 hours were the ones having issues with people going to the stores.

Commissioner Kelley shared that he has received complaints from residents from those businesses. He asked Lieutenant Chiverton if he was trying to educate them and warn them.

Lieutenant Chiverton reported that warnings were given and even some businesses were shut down as a result.

Commissioner Kelley asked if random checks were being done at businesses or if they were just responding to concerns. He asked if a special number has been established, or if the same 2877 number was being used.

Lieutenant Chiverton stated that the same number was still being used, aside from the Opa-locka crime tip line email. He stated the police was doing pop-up visits and responding to calls.

Commissioner Kelley asked if the tip line email was advertised on the website and social media.

City Manager Pate stated it was promoted on the Police Department pages only, as it is for crimes only. He asserted they will be advertised on social media.

Commissioner Kelley asked about establishing a phone number to report COVID-19 violations.

City Manager Pate asked Director Rodriguez to answer the question.

Director Rodriguez stated the City was still a few weeks away from having the new phone system implemented, and suggested that reports should be handled normally.

Commissioner Kelley stated it was important to be able to report it anonymously.

Commissioner Bass clarified for Vice Mayor Davis that the penalty for violating COVID-19 guidelines was \$100 for individuals and \$500 for businesses, according to Miami-Dade County.

City Manager Pate stressed the enforcement of the zero tolerance COVID-19 policy. He asserted that all policies have to be enforced accordingly.

Mayor Pigatt encouraged all residents to mask up. He stated it will be enforced and penalized. He stressed the importance of getting tested. He asked City Manager Pate to move on to discuss strategic planning.

City Manager Pate stated that the discussion will revolve around the five year plan due in August. He stated he wanted to identify the priorities, including the four major challenges, to incorporate them into the plan, and he requested that the director of each department provide their input.

Director Anathan explained he was in charge of the finance superstructure of the plan, to ensure that it worked. He asked for input in regards to funding coming from Tallahassee for a police station. He stated the information regarding the red light traffic cameras debt was also of importance.

Mayor Pigatt asked Director Anathan to lay out the purpose of the five year recovery plan and what was needed for the City to get out of financial recovery.

Director Anathan stated the first priority was for the Financial Department to demonstrate the capability of exercising complete fiduciary responsibility. He stated that in terms of the five year plan, the City had to demonstrate it was able to: (a) build reserves, (b) generate or identify enough funding for infrastructure, (c) determine feasibility of lowering millage rate. He stated a CIP plan had to be put in place. He was hopeful the City would be able to identify outside grants. He stated it also required the budget to be firm.

City Manager Pate stated that the financial emergency board laid out the requirements that would be needed to take the City off of financial oversight. He stated the City needed to show efficiency and effectiveness in running the government and its departments. He stated the state was specifically looking for 3 years of clean audits with no negative opinions. He explained the largest issue impacting the City was fiscal assets. He stated the five year recovery plan was not a magic number but a guideline to reach the goals and expectations of the state which might take 4-6 years. He explained miscellaneous issues being a driving factor, such as audit of the police report or any other assessment that may come about that may show the City needs improvement in those areas and other factors that the state might look at. He asked Mayor Pigatt if that was the information he was requesting.

Mayor Pigatt stated that he would like for residents to understand the purpose of the plan. He stated he would like to see a clear breakdown of how that is going to work. He requested details of how the City's goals will be achieved. He requested clarity on each subject matter involved in the five year recovery plan. He asked to make sure the plan had a surplus.

City Manager Pate stated the management and staff were clear on the challenges of the City and those were going to be articulated in the five year plan. He requested that the Commission let it be known what other matters needed to be addressed in the plan.

Vice Mayor Davis stated he would like to see the millage rate be dropped in the five year plan. He showed concern for the audit opinions.

Commissioner Bass concurred with Vice Mayor Davis. She stated the list was already long and she agreed to add those two subjects.

Commissioner Kelley stated he wanted to hear the rest of the reports before he provided his comments.

City Manager Pate asked Public Works Director Austin to provide his assessment of the department and the five year plan.

Director Austin stated that one of the goals was the 5.6 mile road project with milling and resurfacing. He stated that all future projects will be incorporated in the stormwater infrastructure improvement. He stated the sewer system was another challenge for the City. He stated another goal was to get the stations out of moratorium and 50% inflow and infiltration on all pump stations, starting with pump station number 4 this year and number 6 next year. He explained the stormwater plan was going to be brought forward at the first meeting in September, to build a strategy to address stormwater infrastructure needs, which will help determine the cost of the project to identify where and when to start.

City Manager Pate asked Director Austin to explain to the Commission the impact on the City's system when there is flooding in the apartment area.

Director Austin stated it impacted the system severely in event of flooding in the area in question. He stated the system was not designed for drainage and the flooding overwhelms the City, as it mixes with sewer water.

City Manager Pate stated that it is important because it is creating a health hazard for residents and he wants to make sure residents are aware that the City is not at fault, but the City was forced to respond financially to take care of it.

Commissioner Bass asked City Manager Pate what dollar amount the flooding issue was costing the City.

Director Austin stated that he could not pin point it at this time but that he will monitor it in the future.

Mayor Pigatt asked Director Austin for a ball park amount for the cost to fix the issue.

Director Austin stated that engineer's studies so far, were in the range of \$150,000 and that the cost for repairs of the pump systems had not yet been established.

Vice Mayor Davis asked if there had been any penalties assessed or fined.

Director Austin stated he had asked code compliance to cite them for the infraction, but he did not have any further details on that request.

Vice Mayor Davis requested an analysis regarding the issue and suggested to be proactive instead of reactive.

Director Austin explained that historically it has been a problem where there is a temporary fix that gets exacerbated every 3 months and has created a problem at the pump stations.

City Manager Pate stressed that was a public health incident affecting residents in the surrounding areas as well.

Commissioner Burke stressed the importance of dealing with the issue once and for all.

Director Austin explained that beyond the point of meeting with the owners and requesting a fix, he was not aware of what other steps had been taken.

Commissioner Burke stressed seeking legal penalties for the problem. He requested that the legal department look into legal remedies.

Mayor Pigatt concurred with Commissioner Burke's statements. He asked for City Manager Pate to report on the enforcement at the property in question.

City Manager Pate stated that a report will be shared with the Commission within 2 days.

Commissioner Kelley shared his concerns for the pending liens owed to the City and requested a report from City Manager Pate.

Mayor Pigatt requested an updated report of liens as well. He asked Director Austin to share what his plan was to succeed with public works in the City. He requested for a method to track the progress of the projects.

Director Austin stated that one of the measurable improvements was reducing 50% inflow infiltration which is not sewage within the sewer. He stated the goal was to lower it to 10% and improvements are being made to get there. He stated one of the goals was minimizing flooding on the roads.

Mayor Pigatt asked City Manager Pate how the public works goals and improvements will be put into the five year recovery plan.

City Manager Pate stated he asked Director Austin to request a preliminary assessment from the engineer of the City's public works projects. He stated he was going to request from the state the ability to have an addendum in the five year recovery plan, to adapt to changes. He asked Director Austin to report on water billing.

Director Austin stated he was going to have a report by the next COVID-19 meeting.

City Manager Pate asked Financial Consultant Gerri Lazare to provide an update on water billing.

Financial Consultant Gerri Lazare stated that she would rather wait until a report was provided with accurate information.

Commissioner Kelley asked Director Austin what the plan was to get the infrastructure projects completed over the course of the five year recovery plan.

Director Austin stated that the improvement of roadway infrastructure will be predicated on building out the stormwater infrastructure. He stated it was a 10 year program, but there will be significant improvement in the next five years.

Commissioner Kelley asked how the funding will be provided or how much it will cost.

Director Austin stated they were planning to fund it with grants first and with stormwater revenues.

Commissioner Burke asked Director Austin if it was necessary for the members of the Commission to join the meetings with the County Commission for approval of funds.

Director Austin stated that it would be prudent for the Commission to join that meeting and that he will provide the details of the meeting.

Mayor Pigatt thanked Commissioner Burke for bringing that up and he agreed it will be important to be aware of the meeting to meet the standards and advocate for the City. He requested the information for the meeting, and asked that all future information be provided to the members of the Commission.

Director Austin stated there were 3 projects lined up to go before the Miami-Dade County Commission.

Vice Mayor Davis asked if the funding for City Hall was GOB Opportunity.

Director Austin stated it was the General Obligation Bond for \$600,000 and future funding for that project as well.

Vice Mayor Davis requested that information.

Mayor Pigatt asked City Manager Pate to continue his report.

City Manager Pate introduced Finance Director Gerri Lazarre.

Finance Director Gerri Lazarre explained that the reason the City went into a financial crisis and was declared a financial emergency, was a result of many years of deficits in the budget. She explained that maintaining the millage rate was a reason it was able to keep up with the expenses. She reported the City was being qualified to apply for more grants as a result of favorable audits. She stated that there were new developments which will generate more tax revenue for the City. She reported that the Financial Department has been able to produce 3 audit reports in just 13 months. She stressed the importance of doing the physical inventory asset count for the City, to meet the exception of the unmodified opinion from the audits. She stated the physical asset cost might be between \$100,000 to \$150,000 dollars. She suggested doing it in-house as well but that it will take a significant amount of time to create such a list. She explained that the lack of effective policies and procedures caused leaks in the operational budget. She stated the City was current with all debts. She explained that the City had about \$3 million in red light cameras debt which should be incorporated in the five year recovery plan, to at least pay the current portion, which is the debt collected in the year 2020, in addition to requesting some type of forgiveness. She reported that there was a class action lawsuit which brought a debt of \$500,000 to the City. She reported there was a deficiency in the ERP system which needed to be changed after the audit is finished, which might cost \$100,000 to \$200,000 dollars.

Commissioner Kelley asked Director Lazarre what the red light camera payment was for the past year.

Director Lazarre stated the City owes about \$800,000 just for the FY '20, from October 19th until last month.

Commissioner Kelley asked City Manager Pate if that was in the proposed current budget at all.

City Manager Pate asked Director Anathan to speak on that matter.

Director Anathan stated the forecast was \$1.1 million for FY 20 as well as FY 21. He clarified the answer was "Yes."

Commissioner Kelley requested a quote for replacing the ERP.

Director Lazarre stated it might be \$200,000 dollars but she would like Director Rodriguez to speak further on that and provide more accurate information.

Director Rodriguez explained that the first step was to define what the City required according to the Commission, and the rough cost would be \$200,000 dollars for the ERP.

Commissioner Kelley asked what the dollar amount was that is designated to deal with the class action lawsuit.

City Manager Pate stated that number was still being evaluated.

Commissioner Kelley asked City Manager Pate what his recommendation was in regards to the asset inventory.

City Manager Pate stated he recommends issuing a request for proposal to handle that task.

Commissioner Kelley stressed the importance of that matter getting done and further asked how the budget will be allocated.

City Manager Pate stated the idea was to do a budget amendment to cover the cost of asset count in FY 21.

Mayor Pigatt thanked Director Lazarre for her presentation and report. He acknowledged the importance of performing the asset count. He asked City Manager Pate to get a quote as soon as possible to tackle the task. He acknowledged the impact of the debt and the class action lawsuit to the City, which according to his recollection costs nearly \$2 million dollars a year in payments, to pay the debt. He requested to know the status of the City's reserve funds and how much is being allocated a year to get to the City's goal.

City Manager Pate asked Director Anathan to respond.

Director Anathan stated that this year it will end around negative \$600,000. He stated the odds of showing a surplus in FY 21 is very unlikely. He stated the reserves will probably be at \$0 by the end of FY 21.

Mayor Pigatt stressed the importance of advocating to the state to forgive the City's red light camera debt.

Vice Mayor Davis shared his concern for the red light camera debt.

City Manager Pate reminded the Commission that there are CARES Act funds possibly available to the City for losses due to COVID-19, and that reimbursement was still dependent on the County's formula.

Commissioner Kelley agreed with City Manager Pate but understood it was up to the County. He asked if the revolving loan was factored into the debt.

Director Lazarre stated it had been budgeted and it cost approximately half a million dollars a year in state revolving loans to the City. She stated the City will be qualifying for additional loans once financial progress is demonstrated to the state.

Director Anathan clarified and stated the amount was nearly \$800,000. He stated he will be talking to the state the following Monday to find out what the requirements are for future loans and grants.

Mayor Pigatt asked Commissioner Kelley to provide a report from a meeting with State Representative James Bush.

Commissioner Kelley stated he will provide a report and advocated for getting as many things done as possible prior to the new Commission being sworn in.

City Manager Pate acknowledged the direction provided by the Commission and warned them to be available next Thursday for a special meeting to get the recovery plan approved.

Mayor Pigatt discussed the schedule of the weekly workshops. He requested more clarity from Management, on exactly what they might need. He reminded the Commission of the parks summit at the end of August. He asked City Manager Pate what his expectations and needs were for meetings.

City Manager Pate stated that for the month of August, he was looking at 2 Thursdays, on the second and fourth, and another meeting on a Tuesday in the middle of the month.

Mayor Pigatt said he would prefer the special commission meeting be scheduled on a Wednesday.

City Manager Pate stated he could call it on the same day as the other meetings, on Thursday.

Commissioner Burke stated he was looking forward to not have any meetings in August as usual. He suggested a special meeting would be fine.

Commissioner Kelley asked if the assessment of the Police Department and the state audit will be incorporated into the five year recovery plan.

City Manager Pate stated that was from the discussions with the state and that it has been added per their request.

Commissioner Kelley also advocated for minimizing the meetings during the month of August. He suggested having a meeting on a Thursday to have most of the month available for the staff and the City Manager as well.

Commissioner Bass stated she was open for whatever was necessary to move the City forward.

Vice Mayor Davis stated he was fully open and agreed with Commissioner Kelley's suggestion.

Mayor Pigatt asked City Manager Pate to provide an update on the meeting calendars based on the preference for a single Thursday in the month of August. He mentioned the event titled "Running for Office" and he asked the commissioners if anyone was interested in being a part of it.

Vice Mayor Davis stated he would be in favor in helping plan the event and be involved. He advocated for civic participation.

Commissioner Kelley asked how the City will sponsor it.

Mayor Pigatt shared the manner in which it was approved two years ago, including regarding elections, ethics, and campaign reporting among other things.

Commissioner Kelley stated he would not have a problem engaging in that event. He asked when it will be held.

Mayor Pigatt stated it was going to be held the first week of August and that the exact date will be confirmed on Friday, after discussion with the City Clerk and City Manager.

Commissioner Kelley raised awareness about hurricane preparation and the safety of the equipment required for hurricane preparedness.

Mayor Pigatt asked City Manager Pate to provide an update on the preparation for hurricane preparedness.

City Manager Pate shared his previous discussions with the County. He asserted Director Austin was fully prepared and ready for hurricane season.

7. ADJOURN:

There being no further business to come before the City Commission, it was moved by Commissioner Kelley, seconded by Vice Mayor Davis to adjourn the workshop meeting at 8:00 p.m.

Matthew A. Pigatt
Mayor

ATTEST:

Joanna Flores, CMC
City Clerk

CITY OF OPA-LOCKA
“The Great City”

CLERK’S ACTION SUMMARY MINUTES

Virtual Workshop
Thursday, March 4, 2021
5:30 p.m.

1. WELCOME/OPENING REMARKS:

Mayor Matthew Pigatt called the Virtual Workshop to order at 5:30 PM on Thursday, March 4, 2021.

In his opening remarks, Mayor Pigatt stated that the workshop was scheduled to discuss event policies and to set priorities.

Assistant City Attorney Candice Cobb announced the agenda protocols for virtual workshop meetings. Pursuant to Resolution 21-9835 passed by the City Commission on November 12, 2020, the City of Opa-locka may conduct public workshop meetings without having a quorum of its members present physically or at any specific location, and utilize communications media technology such as telephonic or video conferencing as provided by Section 120.54(5) (b) 2, Florida Statutes. The opportunity was given to the public to address the City Commission by sending an email to the City Clerk at publiccomments@opalockafl.gov. The City Clerk will announce all public comments at the appropriate time.

2. ROLL CALL:

The following members of the City Commission were virtually present: Commissioner Alvin E. Burke, Commissioner Chris Davis, Commissioner John H. Taylor Jr., Vice Mayor Veronica J. Williams and Mayor Matthew A. Pigatt. Also virtually in attendance were: City Manager John E. Pate, Assistant City Attorney Candice Cobb, and Legislative Aide to the Mayor/Commission Randy Grice. City Clerk Joanna Flores was not in attendance.

3. INVOCATION:

The invocation was delivered by Commissioner John H. Taylor Jr.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Commissioner Chris Davis.

5. PUBLIC COMMENTS:

Legislative Aide Grice announced the protocol for public participation at city commission meetings.

Mr. Grice stated that there were no public comments.

6. DISCUSSION ITEMS:

a) City of Opa-locka Special Events Policy

Mayor Pigatt stated that the Commission will hopefully finalize the special events policy. The Mayor reminded the Commission that this is part of the operational audit. Recalling that there were some challenges with it in the past, including the conversation during the last meeting about how to strengthen it, the Mayor explained that establishing the policy will allow all of the Commissioners to have a very clear understanding and will set the policy for generations to come. As he opened the floor for comments and thoughts, the Mayor shared that he has two modifications that he would like to put forth as the Commission discusses the policy.

Vice Mayor Williams recalled that when the policy came up at the last Commission meeting, she had questions and wanted to know if those were addressed in the policy. Additionally, the Vice Mayor read the opening statement of the policy which states that “The Parks & Recreation Department will regularly conduct special events.” and inquired if all events will run through Parks & Recreation.

Parks & Recreation Director Delven Patterson responded affirmatively, stating “Yes.”

Vice Mayor Williams asked for clarification on whether or not the events the Commission holds will run through Parks & Recreation.

Parks & Recreation Director Delven Patterson stated that they would be fully planned with Parks & Recreation.

Mayor Pigatt stated that the Commission has the ability to set the policy of the City of Opa-locka, stating “we are the law as a unit.” He encouraged the Commission to put anything they want to make modifications to, on the table, adding that staff give recommendations on why something may work or not. Leading the proposals for changes, the Mayor suggested that all events should have the level of communication between all of the different departments as outlined in the events policy for major events. The Mayor also suggested that the PR Director or their designee be included in the responsibilities listed in the policy, with the goal of making sure that they have the responsibility of getting word out and getting residents involved and making sure it fits with the Opa-locka brand. He asked if there are any issues with that, or if that is something that can be done.

Parks & Recreation Director Delven Patterson stated that the Mayor's suggestion had been previously discussed and he made those changes in the policy.

Vice Mayor Williams asked if Commissioner Taylor's COVID event that is coming up would fall under this events policy and if he would have to go through the Parks & Recreation Department to hold that event.

Parks & Recreation Director Delven Patterson explained that normally events will go through the Parks & Recreation Department, but he will not have to go through Parks & Recreation for his event, because he is the one doing it.

Vice Mayor Williams stated that there has to be some clarity because she needs to see how the policy will impact the Commission and everyone else that wants to hold an event in Opa-locka. She asked how it is connected to the Commission and the events they hold.

Parks & Recreation Director Delven Patterson explained that normally when a Commissioner holds an event, they would go through their colleagues to let them know what they are doing, and it is approved by the Commission.

Commissioner Taylor expressed that he shares the same concerns as the Vice Mayor, because it is not clear what the Commission can do, despite being given a timeline. The Commissioner asked if what is in the agenda packet is the same events policy that was presented at the last meeting, without the changes, and asked who has the one with the changes.

Parks & Recreation Director Delven Patterson stated that he has it and offered to share his screen.

Vice Mayor Williams asked why the Commission doesn't have it.

Commissioner Taylor emphasized that he still has the same questions from the last time about events being submitted for approval two months prior to, and considers the conversation is back to square one.

Mayor Pigatt acknowledged that it was a good question and asked Parks & Recreation Director Delven Patterson if the updates have been shared with anyone, noting that he has not received it either.

Parks & Recreation Director Delven Patterson explained that because they are still making changes to the policy, and he wanted to hear what the Commission had to say that would impact the policy.

City Manager Pate shared the history of this issue, arising from a finding of the Auditor General's Office. After morphing into a piece of legislation that was written by the Mayor, it was revised by the Parks & Recreation Director. The Manager recommended that any event that is sponsored by a Commissioner should go through the City Manager's Office to determine if it is a budgeted

event, and that any event that requires the usage of Parks & Recreation staff, equipment, or parks facilities, the Commissioner would still go through the Manager, but it will also go through the Parks Department. He offered the example of the Vice Mayor's Women's History Month event that she is hosting with Commissioner Burke, and explained that because parks facilities are not being used to host the event, it should not go through the Parks Department. The Manager added that staff holds various events at 780 Fisherman Street, and those types of events shouldn't have to go through Parks & Recreation for approval. He suggested sectioning it out, so that all of the work is not put on Mr. Patterson for events that are not going on in his facilities. Manager Pate asserted that the Auditor General's finding has an issue with Commissioners holding events that affect the budget uncontrollably, and he suggested that the Commission needs to discuss financial controls more than Parks & Recreation. His suggestion is that there be Commission sponsored events separated from events sponsored by everybody else.

Mayor Pigatt shared additional history so that the Commission is very clear, explaining that when he first got onto the dais about four years ago, he had no idea how events were supposed to be planned or organized. He recalled that most Commission events were run through the City Clerk's Office, and that when a Commissioner said they wanted an event, it would just happen. Additionally, there were a set number of events that were already planned like the turkey giveaway, a back to school drive, movie night and food distribution which were run by a City Commissioner. The Mayor expressed that it was very confusing how to plan events and shared that he does quite a few events outside of Opa-locka. He added that many times in trying to plan events, when events would go through the City Manager, it was handled piecemeal having to speak to the Parks Director, or the Police Chief or the Public Relations Department, and the Mayor said it was not really organized. When the operational audit came out, the Mayor recalled that findings 19 & 70 detailed the problem with the City's special events with many events coming out of nowhere, having staff being called on weekends and after hours to run the events without a plan in place, and those had a fiscal impact. Additionally, there were costs associated with the events including providing toys and back to school supplies for those giveaways, which were not being properly documented. The Mayor stated that he researched what other cities do and asked the City Manager and Assistant City Attorney to help address this because it is the only finding that is directly within the Commission's power to fix. Because of the Commission's role as conduits to the people, while planning events, the Mayor said that many times staff doesn't want to get into the details of telling the Commission how to do events. After asking the legislative aide to research the events policies from different cities, the Mayor had all the information forwarded to Mr. Patterson, when he came on board as Parks & Recreation Director. The Mayor explained that after the last presentation, Director Patterson believed that the event policy manual needed to be updated, and despite the manual coming to be, the operational audit findings were not part of the manual. The manual includes standard policies for special events and includes a part on Commission events including breaking down what those events are. The Mayor asserted that the Commission has to figure out how it wants events to run within the City of Opa-locka, especially the Commission events. He suggested that it is important that the Commission be clear on how events are approved. After

reviewing the operational audit finding, the Mayor acknowledged that the City Manager has addressed the fiscal aspect of the finding, but suggested that the Commission address the approval process, how to ensure events are successful and equitable, and the hosting of events. The Mayor shared that there were many times that he did not know events were coming up until it was publicly noticed, and he asserted that the Commission needs to know what each other is doing and be able to show support by clearing schedules to be a part of events. He explained that everything in the events policy is on the Commission to modify, and that he is not beholden to anything except making sure that everybody is a part of the conversation, and that time is given to staff to put events in their schedules, and events are properly promoted that and the City host is identified, and the Commission can make the policy what it wants to make it.

Commissioner Taylor stated that he understood the backstory that the Mayor shared, but that he thinks the Mayor missed what he and Vice Mayor Williams were saying. If it is directly affecting the budget, then the Commissioner agreed that it should go with the City Manager's Office. As an example, he stated that if he is trying to have a turkey giveaway and wants the City to pay for the turkeys, Parks Department Director Patterson doesn't understand the budget. The Commissioner proposed that if an event is related to the parks, then it should go through the Parks & Recreation Department, but if it is an event that impacts the budget then it goes through the City Manager's Office, because to him it just makes more sense.

Mayor Pigatt stated that ideally the turkey giveaway would be part of the City's yearly events. A part of what the auditors want is that the Commission proposes and approves the events they want to have, and then the City Manager will identify the budget and the Commission will talk to the Manager through the budget discussions. After the Manager details the appropriate amount that will be allocated to the event, he hopes the Manager will let the Commission know which accounts will be used to raise funds. But the day of the event, normally the point department for a turkey giveaway is the Parks Department.

Commissioner Taylor asked the Mayor not to get caught up on the turkey event and offered the additional example of the vaccination distribution which is happening at a Church, and doesn't see the need to go to the Parks Director to be a point person. The Commissioner said he understands going to Parks Director Patterson if an event is going to be on parks grounds or on City property, but doesn't see the purpose otherwise.

Mayor Pigatt acknowledged that is a good point.

Commissioner Taylor suggested that there should be two styles of events, parks related events and events that have nothing to do with parks. The Commissioner stated he agrees with the City Manager that the events policy packet should be divided based on parks related events and Commission related events. He acknowledged that some events will be at the parks, but others will not be. As an example, the Commissioner offered the Women's History Month event being organized by Vice Mayor Williams and Commissioner Burke, and asked if they wanted to have

the event at a restaurant like Jackson Soul Food, why she would have to go through Parks Director Patterson as opposed to going through the City Manager.

Mayor Pigatt asked who would be the point person.

Commissioner Taylor stated that it would be the City Manager.

Mayor Pigatt then said that would make the Manager responsible for coordinating all events.

Commissioner Taylor clarified that it wouldn't be all events, just events that impact the budget. He added that if it has nothing to do with parks, then the City Manager would take the reins, but if it is directly at the parks, then the Commission would bring Parks Director Patterson on board. He recalled the concern raised by Vice Mayor Williams that the only people who can have events in the City are the Parks Department, but an event he is having next week has nothing to do with parks.

City Manager Pate recalled that the operational audit made reference to Commission approval, and asked if it is the intent of the Commission to approve each other's events. He offered the example of a large scale event that will require a permit and will have bouncy houses three months from now, as something that would be more appropriate to come before the Commission for approval. The Manager encouraged the Commission to think about the time period when the operational audit was done, and the culture of the Commission at the time which may have had Commissioners wanting to have their own events like toy giveaways, instead of coordinating with each other as the Manager shared he encouraged Vice Mayor Williams and Commissioner Burke to do with their Women's History Month event. Manager Pate asserted that the culture of the Commission is different now, and stated that the intent has to be clear.

Mayor Pigatt identified the two items that he thought were up for discussion including Commission approval and who coordinates events that don't have anything to do with parks, and he asked if the Commission can get clarity on the first one or if they would rather lay out all of the issues to be tackled one by one.

Vice Mayor Williams stated that she wanted to bring clarity to what Mr. Pate was saying without going into detail. Recalling the three recommendations in the audit report, the Vice Mayor pointed out that all of them are tied to the budget and said that should be the separation. She added that if an event is tied to the budget, she takes no issue going through the City Manager's Office. After reading the audit recommendations, the Vice Mayor said that the Commission is comparing apples to oranges and offered the example of the Women's History Month event that she and Commissioner Burke are planning. Noting that the event has no budgetary impact on Opa-locka, she expressed that she doesn't see why the Commissioners have to go through Mr. Patterson, especially considering they are going into their own pockets. The Vice Mayor said she is uncomfortable having to go to Mr. Patterson to request a permit to do something small in the City

of Opa-locka. She did agree that the City needs a better system of knowing everything that is going on, but does not want to vote on each other's events because she does not want to pigeonhole any Commissioner. Vice Mayor Williams also requested what PR Consultant Jessica Modkins contract is with the City, because right now all she sees is her making flyers. She asked how the Commission is connecting what it is doing to public relations, and whether or not she is just making flyers connected to events.

Mayor Pigatt repeated all of the items he has identified after hearing everyone:

1. Coordination of events that are not park related
2. Commission approval of events
3. Issue with events that don't impact the budget
4. The role of the PR Consultant

Commissioner Burke stated that he is in line with the Vice Mayor and asked if events such as luncheons for staff organized by the Commission or City Departments, will need a special permit, if they are not costing the City of Opa-locka anything. The Commissioner offered the example of the Women's History Month luncheon that he and Vice Mayor Williams are organizing, which will have the caterers serving the food, eliminating the need for Opa-locka staff to work the event. He asked if for such an event, if it will be necessary to go through the Commission, if it is not costing the city any money and is not utilizing staff. The Commissioner recalled that previously, direction was provided by the City Manager, or in instances where a luncheon was being organized in the Clerk's Office, then the Clerk would handle it. He understands the consideration of the financial impact to the City.

Mayor Pigatt suggested tackling the budget issue as a baseline.

Commissioner Davis recalled that for a special event permit when someone from outside the City wants to hold an event, usually the process is centralized through the City Manager's Office. As stated by the Commissioner, once the application is turned in to the Manager's office, then it travels to the Police Department, Building & Licensing, and Parks & Recreation for vetting to determine if it will be a parks event, and the police looks at it from the perspective of potential public safety needs. He shared that what he is confused about is what the internal process is when a Commissioner wants to have an event or a City sponsored event is going to take place. As far as the event policy goes, he stated that if an event is in-kind or a Commissioner brings outside resources, he thinks that is the Commissioner's prerogative because it doesn't have a fiscal impact. Acknowledging that getting staff to help is a grey area may not represent a direct cost, but over time with staff coming out on weekends, has previously resulted in complaints coming from the Manager's Office. The Commissioner asserted that because the City is in a financial emergency, he is not in favor of each Commissioner requesting whatever they want from the budget to pull off an event, but offered kudos to any Commissioner who raises funds for an event.

Commissioner Burke suggested that he thinks the auditors were looking at Commissioners who raised money for an event in the past, but the Commission did not consider Public Works having to clean up, the police having to provide security, and that's where he thinks the City got in trouble with the auditors.

Mayor Pigatt asserted that all events and everything the City does as a government, has a budgetary impact, whether it be staff time or the cost of promotion. The Mayor asked City Manager Pate if he was correct.

City Manager Pate confirmed Mayor Pigatt was correct and that he thinks the Commission has to set a ceiling.

Mayor Pigatt stated that the foundational confusion seems to be that events should be separated based on which ones impact the budget and which ones do not, but he noted that the City Manager confirmed that all events have a budgetary impact and thus he is confused about the separation. Noting that the auditors stated that all events have a budgetary impact, the Mayor stated that they want the Commission to set the budget and the number of events they want to do in advance, and if there is any changes to the event schedule, that the Commission brings it forth in addition to the City Manager bringing forth the fiscal impact. He asked City Manager Pate how he is breaking down the fiscal impact and staffing of the two events that are being planned with elected officials, and what the current process is.

City Manager Pate explained that he evaluates events internally, looking at the nature of the event and the amount of staff time that is being used. The Manager said that the perfect example is the police, and that he considers if there are enough police officers on the street to cover the City and if officers can work the event off duty. He explained that he looks at the financial impact based on the number of overtime hours the officers will work. As an example, the City Manager stated that if one officer is used at a cost of less than \$500 that would be a negligible financial impact. However, if dozens of officers are brought on for a large scale event, then he looks at it differently. As another example, he said that the Vice Mayor's event will probably have no financial impact, as she honors employees during work hours, will not require any police or security and cleanup is done by employees that are already working. For Commissioner Taylor's online event, the only financial impact the Manager sees may be the development of flyers by the P.R. Department, which is a negligible amount. He added that he wants to talk about P.R. on the side and does not want to include it in this conversation. Explaining that his office looks at the magnitude of the dollar amount for events, and if it is negligible, the City Manager's Office allows it. Manager Pate explained that staff time is a very difficult thing to measure, because unlike the flat dollar amount in a budget for an event with line items for each department, the calculation gets overly complicated because it has to be broken down by payroll, benefits and FRS. However, the Manager stated that he does not think it is something so great that it would stop an event. Recalling the events that happened during the period of time the auditor general's report was issued, each

Commissioner was doing the same event separately, with \$40,000 for turkeys and various other items taken out of the budget, with no budgetary control whatsoever. Manager Pate asserted that he thinks the City is in a different time, and as long as a policy is put in place that gives some direction, it would be great. He suggested that he thinks it would be appropriate if the Commission wants to set a dollar amount for events in the budget, and then work from there under the City Commission, especially considering that there is not a lot budgeted under the Commission due to the budget cuts during the financial emergency. The Manager stated that if something needs to be built into the budget, then the Commission needs to do it.

Mayor Pigatt expressed that he is confused because he felt the City Manager went back and forth between events having a fiscal impact and not having a fiscal impact, and then wanted to know what it meant for the financial impact to be negligible, what the negligible cap would be for events and how it is set. The Mayor also said that the City Manager mentioned there being a different policy from the past, but he hasn't seen any changes to the policy. Reminding the Commission that it is not possible to coordinate events because they operate in sunshine. Mayor Pigatt also asked if the fiscal impact of an event is put forth to the host, so that they are clear about staff time and resources. Lastly, he said he wanted to know what staff is required for events, in consideration of the fact that he didn't know about the luncheon until this call and that it was mentioned the event will honor employees at an outside location without any police. Mayor Pigatt asked for clarification.

City Manager Pate expressed that he thinks there is a perceptual issue, and apologized for Mayor Pigatt being confused though he was pretty sure what he said was quite clear. The Manager explained that his definition of negligible is staff cost of \$750 and below, and offered the examples of a couple of hours of an officer watching an event, or Public Works coming out to clean up for an hour or two. He added that if Public Works or the Police are working eight or nine hours, that is not negligible. Noting that because of COVID-19, all officer's hours are reimbursable funds and thus you can't compare what the police is doing now like the food drive, to what the costs were before. Addressing the event the Vice Mayor is hosting, the Manager asserted that there is no personnel cost, explaining that even if it is at an outside venue, there is no reason to have a police officer stationed at an outside venue at a staff event. Recalling that he has not had a police officer at staff events he has had in the past, the Manager clarified that it is not a requirement. Explaining that the Vice Mayor made the request for what was needed for her event, the City Manager reported that he provided what was required. Explaining that if something that is physically impossible or expensive is requested, the Manager said he steps in. Adding that there have been instances where he has offered to have the City pay for a small amount of money, but has had Commissioners recently tell him that they will spend their own money. This served as the Manager's example that he is thoroughly discussing the fiscal impact of events, and that the Commissioners are very conscious that the City is in a financial emergency. Specifically referring to the Vice Mayor's event, he explained that it was recently organized and the Mayor has not heard

about it because there has not been a Commission meeting, with the event still in the planning phases.

Vice Mayor Williams clarified that her event is not at an outside venue. The Vice Mayor explained that she thinks City Manager Pate was speaking figuratively when he referenced Jacksons, and that the event will be in City Hall with all of the donations coming out of the Commissioner's pockets or through in-kind donations. Noting that there is going to be a fiscal impact on her because she is leaving her own job to present lunch to the women of the City of Opa-locka, she asserted that she believes there is zero fiscal impact on the City with no need for police presence. She added that she is willing to go to Party City to purchase her own tongs to pick up food if she has to. Expressing that she has a problem with these small events going into the policy, the Vice Mayor piggybacked on Commissioner Davis' sentiments regarding events with a fiscal impact needing to be discussed, go through the Manager's office and then be funneled down to the appropriate departments that need to support that event. Adding that if it is a budgetary event, she believes it needs to be placed on a calendar, so that all Commissioners know, can have a discussion and come to an agreement on the event. Because she doesn't see how a simple and small event falls under any of the recommendations from the auditors, the Vice Mayor asserted the Commission has to be clear with the policy and that she will not vote on something that is going to pigeonhole her.

Commissioner Burke said he was going to explain what Vice Mayor Williams stated that the event they are planning is not an outside event.

Mayor Pigatt asked Commissioner Burke to log off and log back on because of an issue with his microphone. The Mayor went on to state that he thinks the operational audit recommended setting policies for all events, not pigeonhole any of the Commissioners. He added that he doesn't see any of the proposed events being hindered by the policy except by the timing. If the Commission wants to do an annual Women's History luncheon, which is something that has been happening in the City of Opa-locka for a while, the Mayor said it would be put in place with a budget allocation. He asserted that he thinks it is important that the elected officials are not relied upon to come out of their own pocket for events being organized for residents. The Mayor also clarified that the Commissioners can fundraise for those events. After reminding the Commission that the conversation about policy, it will impact the years in advance too, and that the policy won't affect the events going on right now because the policy won't be in place until after the events. Mayor Pigatt asserted that he wants the Commission to be clear, as he said he thinks they have touched on a lot of different things that address the fundamentals of the policy, which he said the City has to have. He suggested that he thinks it is important to determine if the Commission wants to bifurcate the policy so that the special events handbook can go forward and then have a separate policy for all events. The Mayor asked if that is what the Commission wants to do.

Commissioner Taylor asked if Mayor Pigatt is proposing to separate the policy, because that is what they have been saying all along.

Mayor Pigatt affirmed that is what he was asking because he heard Commissioner Taylor say that and that someone else may have said it, but if the Commission wants to do that, he suggested that they make that decision and that he does not have a problem either way. The Mayor asked the Commission if they want to take the special events policy manual and separate that from the operational audit events.

Commissioner Davis agreed with those sentiments, stating that there are two separate processes with one being external and the other being internal. The Commissioner said he thinks the external process needs to be a little bit more thought out, and he is OK with it as-is. Because the Commissioners have different ideas about what they want to see as annual events for the City, he asserted that should be a part of the conversation and included in the legislation that is put forth to satisfy the finding.

Mayor Pigatt stated that he is also in support of that, recognizing that at least three Commissioners have stated that. Stating that he wanted to try to tackle the easiest one first, the Mayor asked if there were any changes that the Commission would like to make to the special events handbook policy that was created.

Commissioner Taylor pointed out that the handbook the Commission received is not the updated one, so he asked if the Commission is going back to the previous one that was presented.

Mayor Pigatt asked Parks & Recreation Director Patterson or City Manager Pate what changes have been made to the special events handbook since the last conversation on the dais.

Parks & Recreation Director Patterson explained that the only changes that were made were the hourly fees and the language for the alcohol permit.

Commissioner Taylor pointed out that the booklet does not include the pavilion or the fields for Sherbondy Village. The Commissioner also asked for clarification on the policy for hourly rentals.

Parks & Recreation Director Patterson stated that when a permit is scheduled by the hour.

Commissioner Taylor used the example of the auditorium and asked if a resident wants to rent it, if on the hourly rate of \$155, if there is a minimum number of hours that the venue must be rented for.

Parks & Recreation Director Patterson stated that is the hourly amount.

Commissioner Taylor asked if it can be rented for just one hour.

Parks & Recreation Director Patterson said that it could be rented for one hour.

Commissioner Taylor asked if it was something that Parks & Recreation Director Patterson was willing to change, wondering if it was feasible to open such a big building for one hour for \$155.

Parks & Recreation Director Patterson stated that if a person wants the building for one hour, then that is their permit for their event.

Commissioner Taylor recalled that normally places that rent spaces will have a minimum of two or three hours, so that there can be a profit of some sort, in consideration of the lights and water for \$155.

Parks & Recreation Director Patterson acknowledged that he understood by stating that he got it.

Mayor Pigatt stated that he wanted to make sure that Commissioner Taylor's point is executed and clarified that he was proposing a minimum hourly rental for the City's facilities, to be set at a two-hour minimum.

Commissioner Taylor confirmed that is what he would propose, in consideration of the budget and that the City has to make some money in some way. Recognizing that it is being given at a discounted rate, the Commissioner doesn't see a problem with a 2-hour minimum.

Mayor Pigatt asked if there is anyone else who would join him and Commissioner Taylor in supporting that.

Commissioner Davis indicated he supports it, but proposed going a step further and setting the minimum hourly rental at three hours. Sharing his own experience dealing with the process of special events, the Commissioner explained that the threshold is usually set at three hours because of the assumption that setup and cleanup will each take an hour, and sometimes those hours are not factored in. The Commissioner asserted that nobody does an event for one hour, so he offered that as his opinion, but stated that if the Commission wants to go with the two-hour minimum, he would be amenable to that too.

Mayor Pigatt asked to go around and have each Commissioner declare if they support a two or three hour minimum for rentals of City facilities and any other thoughts that they may have so that staff is clear.

Commissioner Taylor stated that he agrees with Commissioner Davis on the three-hour minimum for rental of the City's facilities. The Commissioner added that the policy does not include anything about not putting anything on the walls.

Mayor Pigatt asked that before the Commission goes on to discuss the policy on putting things on the walls, he wants to make sure they get the question about the minimum number of hours for

rental of City facilities done, and he asked Vice Mayor Williams if she supports a two or three hour minimum.

Vice Mayor Williams stated that three is fine.

Mayor Pigatt acknowledged that the Commission had a majority who stated they supported a minimum of a three-hour rental, because it must include setup and breakdown. Noting that depending on the size of the event, setup and breakdown can be quite a bit, so he asked if the policy includes language explaining that the start time and end time of an event must include setup and breakdown.

Commissioner Burke asked to be recognized.

Mayor Pigatt said he wanted to get an answer from the City Manager's office on his inquiry and then he would recognize Commissioner Burke.

Parks & Recreation Director Patterson confirmed the Mayor is correct that an hour is provided for setup and afterwards an hour is provided for breakdown.

Mayor Pigatt recognized Commissioner Burke.

Commissioner Burke asked if the minimum of three hour rentals will apply to all of the City's facilities.

Mayor Pigatt confirmed that is what he has heard from the Commission so far, but acknowledged that Commissioner Burke is hitting on a good point. The Mayor pointed out to the Commission that a non-resident who wants to do an event in the auditorium, it is going to cost them at the very least \$615, and asked if everyone on the Commission is OK with that.

Commissioner Burke asked for how many hours that was.

Mayor Pigatt explained that it was just the minimum of three hours, based upon the policy's fee schedule.

Commissioner Davis said he understood the concern Commissioner Burke was raising, and acknowledged that with the three hour minimum the rental fees could be a bit financially imposing on local residents who are looking to utilize the City's space. The Commissioner suggested either lowering the hourly amount or settling on a flat daily rate, which he does not see reflected in the policy. Adding that a discount could be offered if a facility is rented for the day, supposing that the day is five or six hours, he acknowledged that he is not sure what management challenges that may present to the Parks & Rec Department. The Commissioner asserted that he does not want it to be unaffordable for the residents.

Commissioner Burke offered the example of having a birthday for a grandson at a pavilion, with a three hour minimum, and he asked if it would cost \$600.

Commissioner Taylor clarified that it would cost \$75.

Commissioner Burke asked if that was just for the pavilion.

Commissioner Taylor confirmed that it was just for the pavilion.

Commissioner Burke said he was OK with that.

Mayor Pigatt stated that Commissioner Burke was right that the Sherbondy Village Pavilion is not in the policy, but he noted that if it is held true that pavilions are \$25, the example Commissioner Burke gave would be \$75.

Commissioner Burke said he did not have the fee schedule, but that he was OK with that. He added that Sherbondy Village Pavilion should be in there.

Mayor Pigatt asked that the Sherbondy Village Pavilion be included.

Commissioner Taylor stated that the field needs to be added.

Mayor Pigatt acknowledged Commissioner Taylor is correct and that the baseball field, football field and the basketball field should be included.

Vice Mayor Williams stated that there is a lot that is missing, including some basic things, and that she does not want to waste time discussing things that Mr. Patterson can look over with his staff, and would love to move on. The Vice Mayor asserted that she wants to make sure that the Commission addressed the two paragraphs about Commission initiative events.

Mayor Pigatt stated that the Commission will get to that, because that is the part about bifurcating the handbook.

Vice Mayor Williams stated that is what she is asking, specifically inquiring about whether or not those two paragraphs will be in the other handbook.

Mayor Pigatt asked Vice Mayor Williams to repeat what she said.

Vice Mayor Williams asked whether the two paragraphs in the policy about the Commission initiatives will be moved to another handbook.

Mayor Pigatt asked if the concern being raised by Vice Mayor Williams was referring to the policies related to Commission Initiative Events, both internal and external, and whether or not those will have to abide by the policies within the events handbook.

Vice Mayor Williams confirmed that is correct.

Mayor Pigatt offered as an example the Commission doing an event at Sherbondy Auditorium, and speculated if the fiscal impact will be calculated as part of the event cost, and whether there would be a three-hour minimum and if the form that is listed in the policy.

Vice Mayor Williams stated that is not her question, but thanked the Mayor for bringing it up because it can also be a question. The Vice Mayor reminded the Commission that at 5:45 PM she mentioned removing from the packet the statement which says that the events must be fully planned and produced by Commission staff and the Parks & Recreation Department. She added that those statements need to be reworded to what the Commission agreed, and asserted that she can't vote on it with them in the event policy. The Vice Mayor acknowledged that it is totally different if the policy is going to be bifurcated to talk about budgetary constraints, but she expressed that the language has to be clearer than it is because she is not OK with saying that everything she does is going to be connected to the Parks Department.

Mayor Pigatt assured Vice Mayor Williams that the Commission will get to that, and called on the Commission to finish out the discussion they were having. The Mayor asked if there is anything else in the latter part of the special events policy handbook that the Commission would like to provide the staff to get to their specifications.

Commissioner Taylor reminded the Commission that he had brought up being able to protect the City's facilities, by doing as other places do in not allowing things to be put on the walls, so that every time there is an event, the building doesn't have to be painted.

Mayor Pigatt asked City Manager Pate or Parks & Recreation Director Patterson if that is reflected in the policy and if not, if it can be done.

City Manager Pate stated that it will be reflected in the policy.

Mayor Pigatt asked if anyone on the Commission disagrees with that.

None of the Commissioners expressed any disagreement.

Mayor Pigatt asked if there was anything else in the handbook that the Commission wants to address.

City Manager Pate suggested that any language related to Commissioners should be stricken from the handbook in total.

Mayor Pigatt asked if there is a specific area that the City Manager is referring to.

City Manager Pate stated that there is no specific area that he is referring to, but he wanted to be clear that the handbook does not relate to the Commission, the Mayor or Vice Mayor and thus he is directing Mr. Patterson that any language related to the Commission, that it be stricken from the handbook, just to make things easy.

Mayor Pigatt expressed that he is a little confused by that statement. The Mayor said the only spot in the policy that he sees related to the Commission is the application process which refers to the ability of the Commission to approve events outside of the period of time stipulated by the policy. He asked City Manager Pate if he is saying that should be taken out.

City Manager Pate stated that he does not believe the City Commission should be involved in approving events. Explaining the current events protocol, the Manager said that event applications go to the City Manager's Office, then go through all of the departments, and then are approved. To have an agenda item, resolution or a motion brought before the Commission for every single event, he finds to be overly burdensome. Noting that the City Manager's Office has always been responsible and that he was unsure how the rest of the Commission feels.

Commissioner Taylor stated that he agrees with City Manager Pate.

Commissioner Burke joined Commissioner Taylor in also agreeing with City Manager Pate.

Mayor Pigatt clarified that the proposed policy includes a provision that major events which require street closures will require City Commission approval. Putting forth the example of someone wanting to have an event in the middle of Opa-locka's downtown such as a large festival that is going to shut down the City, he asked if the Commission does not want that to come before them.

Commissioner Taylor stated that there are three different things being talked about. He said that for a large scale event that affects the livelihood of citizens, then it should come before the Commission. However if someone wants to have a baby shower and wants to use the parks, that should not come to the Commission.

Mayor Pigatt clarified that having a baby shower is not part of the policy. The only thing he sees that is part of the policy which gives the Commission approval power, which the City Manager said he wants to completely take out, is the application process window and street closure policy. As an example, the Mayor said if Obama decides to do something in Opa-locka and wanted to get it done within sixty days, the policy says they can come before the Commission to make an adjustment to the policy so they can have the event.

Commissioner Taylor said he doesn't think that is what the Manager was saying, and that he was commenting on the language the Vice Mayor was talking about in the other part of the policy. The Commissioner recalled City Manager Pate doesn't see anything about the Commission in the

policy, but just in case there is, to completely take it out. He added that he did not believe the policies the Mayor highlighted were not what the Manager was referring to, adding that he was talking about the voting, specifically the part that the Commission split up.

Mayor Pigatt expressed that he doesn't think the Commission is on the same page.

Commissioner Taylor asked to confirm that the Commission broke the policy into two sections.

Mayor Pigatt confirmed that the policy had been broken up into the handbook and the beginning part. The Mayor stated that he thinks he understands what all of the Commissioners are saying, but wants the Commission to be very clear because this is policy. When he and everyone else was talking about bifurcation, the Mayor said he thinks they were talking about separating the special events handbook from the rest of the events policy.

Commissioner Taylor confirmed that is correct.

The Mayor stated what the Commission is focusing on is the handbook.

Commissioner Taylor recognized that the handbook will be posted by Parks & Recreation for citizens to read when they want to rent, and said that City Manager Pate was saying to take out anything that affects what the Commission is doing. The Commissioner asked Mr. Pate if he was right.

City Manager Pate offered the example of someone wanting to have an event as small as a block party that requires the closure of a street in less than sixty days, having to come before the Commission for approval. The Manager asserted that he will go whatever direction the Commission tells him, but wants to be clear on intent.

Mayor Pigatt acknowledged that City Manager Pate made a good point, and expressed that those are the things that the Commission has to be clear about in consideration of the fact that the policies relate to all of these things. The Mayor asserted that the Commission has to get through this even if it needs to have more conversations for there to be clarity, and need to do another workshop.

Vice Mayor Williams stated that she hears the Mayor saying to be clear, and she thinks that the Commission is being clear but that he is not understanding their clarity. After noticing that her question about the two policy points wasn't addressed, the Vice Mayor asserted that she doesn't know if they are asking or saying it at this point, and not knowing if she can be any clearer, she asserted that she would like to see the two paragraphs removed on page nine and added that the part on page sixteen section two is not making any sense to her, expressing that she doesn't have the time to sit and approve everybody that wants to close a street. Noting that the time was 7:00, she suggested that the Commission move on, and she doesn't know what else to say.

City Manager Pate suggested that the policy needs a major overhaul and that continuing to go around to talk about this is futile. Expressing that he didn't think there would be any more movement on this based on the time of night and the other nights that are to be discussed. Acknowledging that Mr. Patterson heard all of the input and that he thinks his office needs to work on a separate policy for Commission events that is probably going to have to be passed through a very clear resolution.

Mayor Pigatt stated that however it needs to be done, the Commission has to get it done.

City Manager Pate provided clarity to the Commission and reminded them that the auditors will be on the ground either virtually or in person, before the end of the month, and thus this needs to get done in the next two weeks, adding that he thinks they will be understanding in consideration that it is being worked through with a new Commission.

Mayor Pigatt reminded the Commission that there are two Commission meetings coming up on the 10th and the 24th and that the portion of the policy that deals with Commission events has to come up before the end of the month. Unsure of whether or not it was before the 24th, the Mayor asked City Manager Pate when the deadline is.

City Manager Pate reported that a solid deadline has not been provided, with the first conference call coming up on Monday. The Manager assured the Commission that he, Assistant City Manager George Ellis, and Budget Administrator Bob Anathan can talk to the lead auditor to work something out in regards to the specific policy while they are working on everything else. Recalling that there are 99 findings, the City Manager stated that he doesn't see them finishing up quickly.

Mayor Pigatt encouraged all of the Commissioners to share their points and ideas and asked when they would like to speak about this again. The Mayor also offered that the Commissioners could submit their comments and then City Manager Pate can present the resolution and then it can be fought outcome the 10th or the 24th.

Commissioner Davis stated that he has no problem voting on it either day, but that he would like to workshop it because the policy deals with many details that will have an impact on the people the Commission serves. The Commissioner expressed that he would like to take the time to make sure all the details are worked out for a policy like this.

Mayor Pigatt asked if any other Commissioners wanted to vote for another workshop.

Commissioner Burke said he would vote for another workshop.

Mayor Pigatt voted to be the third member of the Commission in support of another workshop and asked when the Commission wants to do that. He noted that during their last conversation, the

Commission spoke about Wednesdays, but there was a conflict with the CRA in addition to other conflicts.

City Manager Pate stated that it will take his office at least a week and a half to be prepared, so next week could not happen for them. The Manager explained that they will have to take some time to put it together and it will have to go through attorney review. He added that he wants to provide a draft resolution.

Mayor Pigatt asked what is going to be the big difference after this workshop to get the policy ready for the next Commission meeting or workshop.

City Manager Pate listed categorizing the type of Commission events, the waiving of fees for any Commission event at a park, establishing a threshold for acceptable personnel costs, and the drafting of a budget amendment for a special events budget under the Commission's line item budget.

Mayor Pigatt expressed that he hopes all the information comes together so that the next workshop can run a little more smoothly, and asked when the Commission wants to do it on the week of the 15th.

City Manager Pate suggested 5:30 p.m.

Commissioner Burke asked Vice Mayor Williams if there is a particular day that works for her.

Vice Mayor Williams asked to clarify if the consideration was for the week of the 15th.

Mayor Pigatt confirmed that the Commission is looking at the week of the 15th.

Vice Mayor Williams asked if the workshops have to be on Wednesdays.

Mayor Pigatt said no, that they do not have to be on Wednesdays.

Vice Mayor Williams asked if the Commission is trying to do the workshop on the day of a Commission meeting.

Mayor Pigatt clarified there is no Commission meeting, and that the only meeting is the CRA meeting on the 17th.

Vice Mayor Williams stated that she does not have anything on her calendar as of yet, but that anything could pop up.

Mayor Pigatt asserted that the Commission has to select a date to make sure staff is ready for the conversation, and added that since the CRA meeting is on Wednesday that he does not like more than one meeting at all.

Vice Mayor Williams suggested the 17th and asked if that works for everybody.

Mayor Pigatt reminded the Commission that the CRA meeting will be on the 17th.

Vice Mayor Williams clarified that she meant the 18th.

Mayor Pigatt asked if the Commission was OK with the 18th.

Commissioner Davis said he was going to propose the 18th because it works fine for him, as a Thursday that is just two weeks out.

Commissioner Taylor asked if the agenda for the CRA meeting is long, and if it would be possible to do it on the same day.

Commissioner Davis noted that there are only two items on the agenda, but reminded the Commission that there was only one agenda item at the last Commission meeting and it lasted for quite a while.

Commissioner Taylor acknowledged that Commissioner Davis is right and that he is a team player, and confirmed the 18th works for him.

Commissioner Burke stated that the 18th works for him as well.

Mayor Pigatt confirmed the date for the special events policy workshop on Thursday, March 18th and deferred the topic to that date. The Mayor asked if any Commissioners had anything else that was not stated before, that they want City Manager Pate to make sure is a part of the conversation and the policy.

Commissioner Davis added to Commissioner Taylor's comments about protecting the City's properties during the process of renting them out, and suggested that City Manager Pate look into a deposit to ensure that safety net is in place. Additionally, the Commissioner asked the Manager and Parks Director Patterson to consider affordability, acknowledging that while the prices are in the range of what neighboring municipalities are charging for similar services, he reminded the Commission that Opa-locka has the highest poverty rate in Miami-Dade County and thus wants to be considerate to residents.

Mayor Pigatt asked if there were any additional items that the Commission would like to have as part of the event policy.

Commissioner Burke concurred with Commissioner Davis on affordability for the residents.

Mayor Pigatt agreed stating that he felt the same. He added that he has already said everything he would like to have in the policy, and that all of the Commission's ideas have been laid out and he

looks forward to seeing the policy. The Mayor then called the Commission to move on to the next topic.

b) City Commission Priorities

Mayor Pigatt read from the City Manager's contract, reminding the Commission that it states that "the Commission and the Manager shall jointly define such goals and performance objectives that they may determine necessary for the proper operation of the city and for the attainment of Commission's policy objectives, and shall further establish a relative priority amongst those various goals and objectives, and said objectives and goals shall be reduced to writing. Objectives and goals hereunder shall generally be attainable within the time limitations specified and shall take into account the City's annual operating budget and capital budget and appropriations provided thereunder." The Mayor asserted that the Commission has to set goals and priorities and he wants to make sure those ideas are put on the table. Recognizing that the workshop had been going on for almost two hours, the Mayor asked the Commission if they want to have the conversation now.

Commissioner Taylor asked if this is the same discussion that the Commissioner is supposed to have at the next workshop, recalling that there were two workshops, one for parks and one for Commission priorities.

Mayor Pigatt confirmed that Commissioner Taylor is correct, that the plan was to make that time for the workshop, but he pointed out that with the events policy, the policy was provided, the Commission shared its thoughts and now the staff has to make it into a formalized resolution. The Mayor stated that he thinks the process for the City Commission priorities should be the same, with the Commission putting out its ideas, Management identifying the budgetary impacts, and then making a formalized presentation to the Commission at the next workshop. He also noted that as the Commission sets its priorities, they must keep the timing in mind because the City Manager's contract states that the Commission shall review and evaluate the performance of the Manager at least once every fiscal year between March 1st and April 30th. The Mayor asserted that the Commission has to set the priority policies and complete the evaluation of the City Manager during this time frame. He stated that he is open to however the Commission wants to move forward, in recognition of the length of the workshop.

City Manager Pate stated that the Commission can set priorities and guidelines, but reminded the Commission that the budget has already been passed, so any goals and priorities that are set, will be for the next budget year. For his upcoming evaluation cycle, the Commission can have the City Attorney opine, but he doesn't think he can get it accomplished in two months. Therefore, the City Manager asserted that from his perspective, anything the Commission discusses would be for the next budget year because it can't be done this year.

Mayor Pigatt stated that he has a little disagreement with what City Manager Pate stated.

City Manager Pate said that's fine in response to Mayor Pigatt's disagreement.

Mayor Pigatt asserted that the City Manager works for the Commission. The Mayor added that any directives given on Commission priorities is the easiest way to create change. As an example, he said that if three of the Commissioners proposed monthly financial reports to begin being delivered by June that becomes the law which has to get done. The point as stated by the Mayor is to make sure the Commission is setting clear guidelines for the Manager with what they want done and when they want it done by. He added that this process will ensure that all of the ideas that the majority of the Commission supports, will get executed or will have the Manager provide a report on why it didn't get executed. Because the Mayor said the Commission has not set those priorities, he thinks it is very important because it is how the City is moved. Noting that the Commission can talk about the next fiscal year as well to make sure it's a part of the budget cycle, but the Mayor asserted that the Commission still has the ability to set priorities and asked the City Attorney to correct him if he is wrong. The Mayor then recognized Vice Mayor Williams.

City Manager Pate requested to respond to the Mayor for the Commission.

Mayor Pigatt recognized City Manager Pate.

City Manager Pate asserted that when they are going over their priorities, he is more than happy to execute them, but asked them to think about the intent of the individual that is directing the priority. Additionally noting that the City Attorney wrote his contract, the Manager stated that both he and Mayor Pigatt can speak to the Attorney about any disagreement.

Commissioner Taylor said he is a little confused.

Mayor Pigatt asked Commissioner Taylor to wait, so that Vice Mayor Williams could address the Commission.

Vice Mayor Williams said she is hearing Mayor Pigatt connect the Commission priorities to City Manager Pate's evaluation, and she asked if that was accurate.

Mayor Pigatt confirmed that it is part of the contract.

Vice Mayor Williams asked if that means that if City Manager Pate doesn't follow through with the Commission's priorities, there is an issue but if he does follow through those priorities, then he has satisfied the criteria for his evaluation.

Mayor Pigatt asked the City Attorney to weigh in on that.

Vice Mayor Williams explained that she is asking because Mayor Pigatt connected both the Commission's priorities and City Manager Pate's evaluation.

Commissioner Taylor stated that's what he got from it too, and he hasn't worked with City Manager Pate long enough to even have an opinion.

Vice Mayor Williams expressed that she did not know the Commission was going to be connecting the two, and thought that they were just going to discuss priorities.

Mayor Pigatt asked the City Attorney to jump in.

Assistant City Attorney Candice Cobb asked for clarification on what the question is.

Vice Mayor Williams clarified that she wants to know if the Commission agrees on priorities and the City Manager does not complete them, if that is a breach of contract. Additionally the Vice Mayor asked if the City Manager does follow through on the Commission's priorities, then if that means he has met the criteria for his evaluation for the year.

Assistant City Attorney Candice Cobb said she didn't have the contract right in front of her but she asserted that the priorities laid out by the Commission are the responsibility of the City Manager to carry out. The City Attorney added that the Manager's evaluation will be different this go around because of the amount of time that the Commission has been working with him. She also explained that the Commission can have an understanding as to when their priorities will be executed through the Manager. The City Attorney committed to look at the contract.

Vice Mayor Williams acknowledged that Commissioner Taylor had a question, and stated that when the City Attorney finds the contract, the Commission can move forward with what Mayor Pigatt placed on the table. The Vice Mayor suggested that the Manager's office send a Microsoft form or Google survey to allow each Commission member to share their top four priorities that they individually want to see happen in the City. She added that the City Manager's office should bucket those priorities. As an example, the Vice Mayor said that if four out of five Commissioners identify infrastructure as a priority, then it would become the first goal the Commission talks about at the next workshop. Noting that when she stepped into office, priorities were already set, but may not have been the priorities that she would like to work on. The Vice Mayor asserted that if a poll is created for the Commission, then she thinks the next time this is workshopped, it can move a little bit faster.

Mayor Pigatt summarized Vice Mayor Williams proposal suggesting that City Manager Pate send out a survey to have the Commission submit their top four priorities, and then have the Manager present all of the priorities and their fiscal impact, with the Commission then deciding how to rank them.

Vice Mayor Williams reminded Mayor Pigatt that she had also suggested that the City Manager buckets the priorities so it looks like a priority tree, explaining that it will make it possible to know

which Commissioners were in agreement on similar priorities. The Vice Mayor asked Mr. Pate if he understood.

City Manager Pate acknowledged that he fully understood.

Vice Mayor Williams asked if the rest of the Commission understood and if they are in agreement.

Mayor Pigatt asked if anyone else had any comments or questions, and recognized Commissioner Taylor.

Commissioner Taylor indicated he is with the Vice Mayor and doesn't see what City Manager Pate's evaluation has to do with the Commission's priorities to make the City better. The Commissioner expressed that he was under the impression that this workshop was for the Commission to set priorities and goals for the betterment of the City, but then Mayor Pigatt brought up the Manager's evaluation, so it's coming across as if it is being done to control the City Manager and he doesn't see how the two have anything to do with one another. Noting that he has not worked with the Manager long enough to even have a bonafide opinion about him, he expressed that he doesn't feel he can be asked to evaluate him. Because he doesn't like it and thinks it is unfair for the Manager's evaluation to be based on priorities that he only has two months to get done, the Commissioner suggested that the language be separated.

Mayor Pigatt stated that the Commission needs a little assistance on that because he had the same concerns last year during this same time with only a few months, and he recalled that no evaluation took place. Noting that the Commission priorities and City Manager's evaluation are in the same section of the Manager's contract, the Mayor stated that the Commission has to do both. He reminded the Commission that he is not a contract specialist, and is only one person on the Commission.

Commissioner Taylor reminded Mayor Pigatt that he was the one who explained what the Commission is doing, so they can only go by what he said. The Commissioner asserted that he thinks they should separate City Manager Pate's evaluation and at the workshop, just set the priorities of the Commission, because he came prepared to talk about how he wanted to see the City move forward.

Mayor Pigatt explained that his understanding of the reason why he said the Commission has to do this in this time period is because those two things are interrelated, pointing out that the City Manager's contract stipulates March 1st to April 30th as the time period. The Mayor stated that if there is a different analysis, he is more than happy to adjust to that, but asserted that the main point is that the Commission has to lay out priorities so that the Manager has clear directives. He explained that without clear directives, the Manager is pushed and pulled in different directions, which can be a challenge. Asserting that the Commission priorities are the main focus, he summarized the proposal from Vice Mayor Williams to have the Commissioners submit their goals

to the Manager and he separates them and then presents them to the Commission. The Mayor asked if there is any other way that anyone else wants to propose to get the process done.

Commissioner Davis stated that he preferred the old-fashioned way and suggested that the Commission workshop their priorities to discuss them. While respecting the opinions of how other Commissioners wish to move forward, the Commissioner expressed that he would like to do it in the sunshine and give an opportunity to have the community provide, as well as have an interactive dialogue with his colleagues so they can learn from each other while accepting each other's opinions and perspectives.

Vice Mayor Williams clarified that she still wants to have a workshop and that what she proposed was for the ideology of the priorities to be identified on the front end. The Vice Mayor explained that in this way, when the Commission gets to the workshop, they will not be starting from the very first step. Summarizing her proposal, she explained that the priorities should be presented in a list to the City Manager's office so that they can bucket them and present the list to the Commission so that they can have a viable dialogue.

Mayor Pigatt summarized what the Commissioners have expressed, including the Vice Mayor's proposal to submit priorities to the City Manager to then have a workshop, and Commissioner Davis' proposal to have the Commissioners share their priorities now and then have another workshop to finalize them. The Mayor then asked Commissioner Taylor what his thoughts were.

Commissioner Taylor shared that he agreed with the Vice Mayor because if the Commissioners write down their priorities and give them to the City Manager, and then he organizes them and submits them back to the Commission, it will allow the Commissioners to have a discussion rather than just going around and not accomplishing anything.

Mayor Pigatt explained to the Commission that they need to get this done in the time frame stipulated, and asked when the Commissioners want to have the next workshop on this.

Commissioner Taylor asked if the City Manager's contract can be amended to provide more time, because he feels it is obvious that the Commission doesn't have enough time.

Mayor Pigatt asked the City Attorney and the City Manager to address Commissioner Taylor's questions.

City Manager Pate explained that over the last year and a half the only priorities he has been working on are the Mayor's, who according to the Manager's email history, was the only one who provided a list in the form of his four major challenges. The Manager expressed appreciation for the process of establishing the Commission's priorities and agreed it needs to be holistic and memorialized in writing, so that he is not getting direction from one person or being penalized by not following one person's vision. He added that his understanding of the intent of his contract

was that his priorities would have been issued last year during the budget period and he would be evaluated this mid-budget year based on his accomplishments. The Manager stated that it feels to him like the process is being railroaded because of the conversations about his evaluation having to be completed by April 30th, and he asked to be corrected if he was wrong. He asserted that he believes in any professional workplace, it is unrealistic to provide priorities and then evaluate him within a two-month period based on whether those priorities and directives were achieved or not.

Assistant City Attorney Candice Cobb explained that generally the review of the City Manager would include his performance thus far, based on what he has already accomplished. The City Attorney added that the next time the Commission evaluates the Manager, would be when they have had additional time with him and the priorities that the Commission is discussing will be a factor down the pipeline.

Mayor Pigatt reminded the Commission that this is not the first time they have had a Commission priorities workshop, noting that there have been multiple workshops over the course of the years. The Mayor stated that it's always been very difficult to get priorities listed out. Referring to those who addressed the Mayor setting priorities, he said that he was very clear about the City's four major challenges which he set during the State of City Address when the City was literally in the midst of a financial crisis. He explained that all he did was categorize the challenges, making sure that the Commission does the things that are fundamental to them operating as a City. The Mayor added that these haven't been his personal priorities. Recalling that at every single meeting, he has talked about strategic planning, so that the Commission gets its ideas together and lays them out, the Mayor also mentioned the resolution the Commission had to put this in place. Pointing out that the Commission stated that they wanted to have a workshop to discuss the priorities, he has asked at each meeting when the Commission wanted to schedule the workshop, and noted that the purpose of this meeting was to do just that. Asserting that the priorities are about making sure that the Commission does its duty, the Mayor assured the rest of the Commission that he is not tied to any priorities and just wants to ensure that all of the Commissioners get their priorities laid out and that they determine their priorities together as a Commission. The Mayor asked to confirm if the Commission wanted to submit the information to the Manager and then decide where they will go from there.

Commissioner Davis confirmed that he is in agreement, and clarified that he wasn't in favor of having a conversation tonight, stating that he is amenable to workshopping the priorities at a later date. The Commissioner added that he also supports the proposal to have his colleagues submit something in writing prior to the workshop, to move things along.

Mayor Pigatt asked for a timeline to submit priorities to the Manager and when the Commission wants to make sure that the Manager is prepared to have this conversation.

Commissioner Taylor acknowledged that while he can't speak for the rest of the Commission, that he can send his priorities via email in a week.

Commissioner Davis also acknowledged that the one week timeline works for him.

Mayor Pigatt confirmed that the Commission will submit their priorities by next Thursday and asked City Manager Pate how long he would need to organize the ideas.

City Manager Pate stated that he would need a week or less for basic organization and just putting everything together in a document, noting that he will not have any financial impact data available because the Commission has to agree to the priorities first.

Mayor Pigatt recapped that the Commission will submit priorities by March 11th and the Manager will be ready to discuss them by the 18th, and he then asked the Commission when they want to have a workshop to discuss those priorities.

Vice Mayor Williams asked Mayor Pigatt if a separate workshop from the events workshop on March 18th is being proposed.

Mayor Pigatt expressed that he thinks the events workshop is going to take quite a bit of time. Pointing out that he proposed that the Commission talk about this, the Mayor said he wanted to figure out what they are going to do with events and Commission priorities. Reminding the Commission that they have the events workshop scheduled on March 18th in addition to a March 31st workshop date, he noted that it looks like the Commission wants to do more workshops. The Mayor asked if the Commission wants to have the priorities workshop on the 31st, or if they want to have a workshop before then and then another one on 31st.

Vice Mayor Williams stated she was confused.

Commissioner Taylor asked for clarification on the dates for the Commission meetings, noting that she believed they were scheduled for March 10th and 24th.

Mayor Pigatt confirmed the dates Commissioner T had were correct, and added that there is a CRA meeting on March 17th, and workshops on March 18th and the 31st.

Commissioner Taylor asked Mayor Pigatt if he was proposing that the workshop on March 31st becomes a workshop for the Commission priorities.

Mayor Pigatt stated that is what the Commission has set right now, but he wondered if they need to do anything more than that, noting in summary, that if the Commission submits its priorities by March 11th and the Manager submits his information to the Commission by the 18th, then the next workshop is going to be on the 31st. The Mayor asked the Commission if they wanted to do a different time.

Commissioner Taylor noted that the Mayor stated there will be a workshop on March 31st and asked why he was polling the Commission, considering that the Commission said they needed a

week to submit their priorities and that the City Manager stated he needed a week to organize the priorities, and it is three weeks out from March 31st, providing more than enough time to the Commission and the Manager to prepare.

Vice Mayor Williams acknowledged that the events workshop is scheduled on March 18th and proposed that the Commission priorities workshop be scheduled on March 31st.

Commissioner Taylor affirmed that he agrees with that.

Mayor Pigatt also acknowledged that as the planned schedule and encouraged the Commission to close this out. The Mayor said that the Commission will discuss the events policy on March 18th and asked City Manager Pate when he will provide the packet prior to the 18th so that they can be prepared with questions and thoughts.

City Manager Pate stated that if he is being asked just to gather information and put it together, he can have the packet ready by March 19th, but if he is being asked for financial impact data and additional research, then he will need a little bit longer.

Mayor Pigatt clarified that he was referring to the events policy workshop on March 18th.

City Manager Pate stated that he will provide the events policy packet to the Commission by Monday, March 15th.

Mayor Pigatt noted that City Manager Pate already has the Commission's thoughts for the events policy and summarized the up-coming meetings, explaining that by March 15th the Commission will get the agenda packet for the events policy workshop which is scheduled for March 18th. The Mayor added that the Commission is looking for two resolutions, one to pass the event handbook and a different one to manage Commission events. Additionally, the Mayor recapped the Commission priorities workshop plan with the Commission submitting all of their thoughts to the Manager who will put them together and then present them for discussion on March 31st. The Mayor then asked if any of the Commissioners had anything else to say before the workshop was closed out.

Vice Mayor Williams said she had a question that falls under the Commission's priorities. In consideration of the workshop setting being the only place where the Commissioners can have a conversation in the sunshine, the Vice Mayor expressed her concern about what is going on between the Mayor and the Manager in terms of the ACLU lawsuit. She asserted that she would like to have some answers because what one person on the Commission does, affects the entire Commission. Recalling that at the last Commission meeting there was a discussion about Mr. Logan and the issues with paying his bill, the Vice Mayor reported that she received an email with information about Mayor Pigatt being involved in litigation attached to Mr. Logan, against the City Manager. She expressed that it feels like the Commission is not working as one, and that she

would like to know what is going on because she doesn't want to be sideswiped when it comes out.

Mayor Pigatt thanked Vice Mayor Williams for bringing up the issue. The Mayor encouraged the Commissioners to look at the emails that City Manager Pate sent, on which all of the Commission was copied while making allegations that are unfounded. He stated that this started with the police chief search, with an email that was sent out about a public records request the Mayor made, and the Manager put in writing completely unfounded allegations of bullying and accused the Mayor of having a preselected pick. To make sure that there were no issues, the Mayor explained that a few weeks ago he personally stopped having meetings and discussions outside of the Commission's agenda briefings and City Manager meetings. He reminded the Commission that on Monday of last week they all received an email from the Manager with a reply to a lady that had submitted an inquiry to the Mayor's office on Facebook, which the Mayor responded to by asking her to send him an email that was forwarded to the Manager's office. Expressing that he felt the email was inappropriate on a few levels, the Mayor recalled that in the email, the Manager stated that Opa-locka has a weak Mayor and strong Manager form of government, that the Mayor has only one vote, and that if they want to continue the conversations they have to exclude the Mayor despite him being an elected official. Considering that he had never heard of such a form of government or someone being told not to communicate with an elected official, and that he had never had a conversation with the lady at all, the Mayor shared that it was shocking to him to receive an email with that language. Less than an hour or two later, he reported having been in a meeting with someone who had called the office. In the middle of the meeting which had been setup through Legislative Aide Grice, Assistant City Manager Ellis joined the meeting despite not having been invited because at the time it wasn't a conversation for Management, which the Mayor explained is why he didn't let them into the meeting. As the Mayor explained it, while he was still on the phone having a conversation with the person, an email was sent stating that he could not utilize Zoom to meet with anybody. Recognizing that emails are public record and anybody can request to see those emails, the Mayor stated that the emails got to certain people, and the Opa-locka CDC made their own inquiries. Assuring the Commission that he has never spoken to the ACLU or the young lady, the Mayor shared that the ACLU is moving on those matters. Additionally, he reminded the Commission that they can't reply to all because of sunshine laws. Despite the inaccuracies in the emails, the Mayor expressed that he doesn't like all this drama and that he keeps moving to do his job and is very direct about what needs to be done in the City. Expressing concerns about the emails telling a constituent not to communicate with him, and that the Manager acted like he has the right to remove and revoke the Commission's ability to have meetings. Because all of the members of the Commission were duly elected, if the Manager has the right to tell them they can't meet with anybody, the Mayor believes that is a problem. Per the Mayor, he was contacted by the ACLU yesterday to speak with him about this, and he thinks these are very inappropriate moves that no staff or anybody should have to deal with and that the Commission needs to address.

Commissioner Taylor asked Mayor Pigatt if he ever contacted the ACLU.

Mayor Pigatt stated he had not.

Commissioner Taylor expressed that he thought the same thing Vice Mayor Williams did because the ACLU made it seem like they were filing the complaint jointly with the Mayor.

Mayor Pigatt stated that they can say whatever they want in emails, but that he had never reached out or spoken to anyone in regards to the ACLU. Bringing up the issue with the Opa-locka CDC, the Mayor reported that in February they reached out to him to make a presentation, in the same way constituents present ideas to elected officials all the time. He shared that they presented some amazing information and he recommended that they should go before the Commission. Assuring the Commission that he was completely unaware about the situation with the 300, the Mayor did state that during his meeting, he was reminded about the situation with them not paying debt. Recalling that the Commission had that conversation last year, he also remembered talking about making sure there was a person managing the property of Town Center One. As he had asserted during the agenda briefing, the Mayor said he did not like that coming up without all of the Commissioners being informed and briefed, nor did he like the appearance as if there is something going on that is completely inappropriate. The Mayor reminded the Commission that the Opa-locka CDC is a non-profit within the City, who are tenants of Town Center One with a contract that is completely under the auspices of the Manager. He asked if that answered Commissioner Taylor's question.

Commissioner Taylor stated that for the most part, it had. The Commissioner expressed that he wishes the Commission would have resolved this matter internally before it blew up and now everybody is involved. He said that it seemed to him like the war between the Mayor and the Manager had been brewing for a while now, and asserted that if the Commission is going to move forward, then they have to work together.

Mayor Pigatt expressed that he wanted to make clear that he does not like rumors. He shared that there have been many rumors about whether or not he lives within the City and what he is going to do and who he is going to fire, but he doesn't pay attention to those rumors because it's a very small group of people in Opa-locka that engage in spreading rumors. The Mayor asserted that there is no war from his perspective. He stated that he does his weekly meetings and agenda briefings, and many of the people that are participating in this workshop are part of those meetings. The Mayor added that he doesn't do anything outside of the City Manager meetings, agenda briefings and Commission meetings. Adding that when the initial email was sent about a public records request with allegations that involved a third-party contractor, it should have been addressed right then and there, but he pointed out that he is only one of five. The Mayor stated that it was on them because they are the Commission.

City Manager Pate expressed appreciation for Mayor Pigatt's comments and stated that he did so with a humble heart. After stating that he assumed a resolution was being moved towards last week, the Manager reported calling the Mayor on Saturday to give him an update on Glorietta Gardens and then on Monday the Manager stated the Mayor told him he was not answering any of his calls unless it's an emergency. The Manager also stated that he was caught off guard about the ACLU situation, and that he and Assistant City Manager Ellis together with Building & Licensing Director Daniel Abia and other staff members have met with Ms. Goldwyer via Zoom, asserting that she was never denied her first amendment right. He explained that his statement was made because of the suspicious timing of the DERM consent decree in the Building Department and the lady wanting to provide advice to the Building Department. The Manager added that when he spoke to the young lady on the phone with Mr. Ellis on the line, she said she had conversations with the Mayor in regards to the Building Department. With respect to the recruiter email, the Manager said that both he and Mr. Ellis called the Mayor while he was en route to have lunch with a reverend that was interested in being the chief of police of Opa-locka. The Manager shared that he told the Mayor he didn't think he needed to have that meeting because the reverend had solicited the Manager on several occasions and potentially was going to be an applicant in the recruitment process. Asserting that he does not throw out blanket statements, the Manager did acknowledge that when he writes emails there are thoughts that could be wrong. The Manager expressed that he is sincerely trying his best to protect the City from any liability. He pointed out that in Commission meetings, the Mayor makes open statements about certain department's reviews being completed when it's openly known that the Mayor has issues with certain department heads that work for the City, and that as the Manager he just wants to protect staff. The Manager also shared that on a call yesterday, he told the Mayor that he is trying to move things forward, and that the Mayor said he had gotten advice from multiple attorneys. Due to the Manager stating that the Mayor told him he had not received guidance from the City Attorney on how to resolve the matter, the Manager said he found it strange to see an email from the ACLU with the Mayor's name on it regarding an inquiry from the CDC on a violation of somebody's first amendment rights. Noting that he is about to request that the Commission vote next week to start legal proceedings to evict that organization, after the Manager already sent a 30-day letter a couple of weeks ago, he re-asserted that the timing was strange. Assuring the commission that everything he has done is above board, the Manager shared that he copied the Commission on emails because they need to be aware of these things and he has staff that can attest to these conversations. Just yesterday, the Manager recalled that the Mayor proclaimed how fond he was of Willie Logan and how amazing he was as the youngest Mayor of Opa-locka as the matter was being discussed, clearly showing what his position is with the Opa-locka CDC. The Manager also reported receiving communication from the Opa-locka CDC today, to which he responded to by telling them that because they went to the ACLU, he would not talk to them without an attorney. Recalling that early on in his career in the City, all he did was try to protect the Mayor from ethics violations, the Manager told the Mayor that if he wants to open himself up to them, then he is going to stop writing emails and is going to allow staff to do it. The Manager also remembered telling the Mayor that

he felt as if he had placed him in a hostile work environment on multiple occasions, despite him trying his best. He additionally expressed that he felt the Mayor is the only one beating him up on both the previous Commission and the new Commission. In the Commission meetings, the Manager said the discussions about priorities and strategies have been about the Mayor's priorities and strategies, and what he has accomplished, not what the City's accomplished, and that it's been one-sided for a year and a half. Because of what he's observed, the Manager said he is telling the new Commission that he would like to have priorities and goals that are more than just the Mayor's directives. The Manager then pointed out that it is also a matter of public record that he has resolutions passed every month directing him to have a new mandate with a new report required, just because he says no to the Mayor. He noted that he was a little emotional and that his voice was shaking because this is very serious to him as his livelihood. Referring once again to the emails he forwarded, the Manager apologized if the Mayor finds them a little up front, assuring him that it is not his goal to degrade him. He also pointed out that the Mayor shared the email with elected officials including County Commissioners, adding that the Miami Herald has requested one year history of all the emails between the Mayor and the Manager. As the Mayor asked him to look into the mirror, the Manager too asked him to look into the mirror too.

Mayor Pigatt reminded Mr. Pate that the Commission brought him to Opa-locka as the City Manager as a former chief of police and internal auditor, and that one of his duties is to report all issues of violations, which the Mayor strongly encouraged him to do. Noting that allegations are not conducive to great working relationships, the Mayor asserted that no elected official should have to worry about what they say and what's being put forth as an ethics violation. The Mayor emphatically stated that he has not done anything wrong. He then addressed the allegation about the meeting with a potential person, noting that people want to meet with the elected officials all the time, and explained that when he was going to a meeting with someone with a pastor, the Mayor confirmed that Manager called and warned him that the pastor is connected to a potential applicant and that meeting never took place. Additionally, the Mayor shared that he told the pastor not to do that ever again, even though he believes the meeting was scheduled before the City started the process and that he never heard their name in connection with the police chief search. Acknowledging that he and others on the Commission have expressed their displeasure with departments, he asserted that they have a right to do that to the Manager per the charter as part of the administrative code. The Mayor expressed that he is very concerned that elected officials asking questions and asking for reports on challenges that the City is facing, is being taken as hostile bullying. He asserted that this is something that needs to be addressed now and asked his colleagues to weigh in because he doesn't like this being one against the other. The Mayor stated that in Opa-locka everything is about the people that elected them and he reminded the Commission that he was elected when the City was not right on many levels because of people not asking questions, not holding management accountable. He believes that the people that elected him, want him to ask questions and hold this government accountable, which he committed to continue doing. Directing his questions to his colleagues, the Mayor asked them if they think that the emails that were sent on Monday and Tuesday were appropriate and whether or not they believe

that the Manager has the right to take away their ability to meet with constituents, and if that should be the policy and procedure in the City of Opa-locka.

City Manager Pate asked Mayor Pigatt if he could respond because he asked a loaded question.

Mayor Pigatt asked City Manager Pate to wait, because his questions were for the Commission.

Commissioner Taylor suggested that the meeting be ended because it was getting out of hand. Acknowledging that Mayor Pigatt answered Vice Mayor Williams' question, and stating that this is not going to help the situation, the Commissioner asserted that they should move forward for the betterment of the City. Urging the Commission to work together, he added that the answers to the questions posed by Mayor Pigatt are not necessary at this point.

Mayor Pigatt acknowledged hearing Commissioner Taylor's opinion and asked for Vice Mayor Williams' opinion.

Vice Mayor Williams stated that she wanted to hear the opinion of the other two Commissioners that have been on the Commission longer than her.

Mayor Pigatt recognized Commissioner Davis.

Commissioner Davis stated that he has been clear on his position which he said he has expressed several times on the dais and to anyone who has asked him. Affirming that he understands how this form of government operates, the Commissioner applauded Mayor Pigatt for taking on the challenges and actually leading the City to the path that the Commission is following to reform the City. The Commissioner's internet connection then began being intermittently interrupted.

Mayor Pigatt informed Commissioner Davis that his internet connection went out and asserted that the Commission has to have this conversation and that he thinks it should be an in-person workshop so that the Commission can be clear. The Mayor expressed that he does not like working under these conditions at all.

City Manager Pate asked to be recognized.

Mayor Pigatt asked Vice Mayor Williams if she had anything else.

Vice Mayor Williams stated that she is still trying to analyze and internalize everything. The Vice Mayor recalled that everyone on the Commission, including the Mayor ran on the principle of change, and she recognized as Commissioner Davis did, that a lot has moved forward with the City under the Mayor's leadership as well as under the leadership of the City Manager. She described the situation as being at a crossroad where she is hearing two different stories, with a lot of outside bickering and conversations that the Commission is not privy to. In her opinion, the statement in the email was troubling, but she acknowledged that the Manager sent out a retraction

and apologized. She shared that she thinks the apology was delivered because the Commission said the Manager's statement may not have been the most appropriate. The Vice Mayor asked how the Commission can come together, recalling that over the months that she has sat on the Commission, she has heard a lot of the Mayor's priorities and "I" statements. She explained that is why she pushed to have the strategic planning meeting. Expressing that she feels the Commission is not acting as one board, she asserted that she did not run for office to be in any scandals like Opa-locka is used to, adding that she did not run for office to be bickering between one side and the other either. Recognizing that the mediations that have taken place have not worked, the Vice Mayor said that something has to happen. The Vice Mayor stated her concerns about the litigation that is about to begin with the Mayor's name attached to it, and explained that is why she brought it up, not knowing how to move forward. While she said she didn't know about all of the talking that City employees were engaging in, she stated that she sees it now and said that people are funneling out too much information. She proposed to the City Attorney that despite a lot of things being public record, the City needs to have a confidentiality statement for all of the employees, because too many of them are connected to many people and she said that we're becoming our own enemies. Reflecting on the situation between the Mayor and the Manager, the Vice Mayor said there is too much passion, too many feelings and that people are reactionary and not thinking about things before responses go out, so she encouraged them to take a step back, to have conversations, and determine the one thing they can do to change so that the Commission can move forward as a board. She emphatically stated that what she doesn't want is to have negative press, because her goal is to change the perception of Opa-locka. While she doesn't know how and acknowledged that it's not going to happen overnight but, the Vice Mayor stated that the Commission has to fix this.

Mayor Pigatt stated that he would love for the Commission to get past this ASAP. The Mayor reported that when that initial email about police went out, one of the things he did was to relegate meetings to agenda briefings and weekly meetings because he thinks the emotional and personal issues are too much. Recognizing that the Commission needs to do the job they were elected to do in a professional way, the Mayor asserted that they need to figure out how to resolve this ASAP. The Mayor informed the Commission that he is personally going to relegate his conversations with the Manager to meetings with other people in them, and that he will of course answer the phone for emergencies, which he noted there are ways to inform him of. Asserting that he supports ensuring that the Commission figures this out, he said that the conversation about priorities is fundamental to that. The Mayor then recalled that Commissioner Davis had gotten cut off and asked if he was back.

Commissioner Davis confirmed he was there, but that he was in a bad spot for his internet connection and thus would reserve his comments for whatever public forum the Commission decides to schedule.

Mayor Pigatt expressed his appreciation for Vice Mayor Williams' leadership and for bringing up this issue. The Mayor stated that he would be more than happy to figure out how the Commission can have a meeting to come to some type of resolution and clarify goals to be able to move forward. He said that this has attempted to be discussed in meetings, but emails, allegations and rumors keep coming and are not stopping. Noting that he has never spoken about this before this meeting because he doesn't care for the drama, the Mayor expressed wanting to put a nail in it. He pointed out that over the past few years, people always say that the amount of negative publicity in Opa-locka has gone down tremendously, which the Mayor attributed to how the Commission conducts public meetings, what they say in those meetings and how they move as a Commission in addressing these issues. The Mayor asserted that it is very important for the sake of all those who love and respect the City to know that its elected officials and administration are representing the City as best as possible in word and deed every single time they speak, have meetings and write emails, ensuring that they are representative of the people that they represent.

City Manager Pate reminded Mayor Pigatt that the Commission has not heard from Commissioner Burke.

Mayor Pigatt reported that Commissioner Burke was no longer connected to the meeting.

City Manager Pate asked to make a statement.

Mayor Pigatt asked City Manager Pate to go ahead with his statement.

City Manager Pate stated that he is open to whatever anybody wants to do and reported that he has spoken to each Commissioner individually in regards to his feelings on the matter. Because he recalled that last week the Mayor had expressed much respect on multiple levels, the Manager said he thought they were in a different place when the Mayor said he was not going to take the Manager's phone calls. In an attempt to clarify the situation with Zoom, the Manager explained that while he took the Mayor's administrative privileges away, he has had meetings ever since that email and the Manager said he has never restricted the Mayor from having meetings. Additionally, the Manager said the reason he canceled the Monday meetings and agenda briefings was because he doesn't feel comfortable being in the same environment that the Mayor is in. The Manager said that as he emotionally made his statement, he did not feel that the Mayor acknowledged anything that he said and denied everything, not admitting that he could have done anything remotely wrong, taking the stance that he is perfect and everything is fine. He asserted that he can't work with somebody like that and be in meetings where he feels like he is being targeted by the Mayor. The Manager suggested that they can poll Commissioners Kelley and Bass as members of the old Commission in addition to the new Commissioners, and he offered assurances that he has never said a disrespectful word to anybody, while he felt that the Mayor portrayed him to be a horrible person, engaging in what the Manager characterized as defamation of his character. He expressed that he felt that the Mayor wanted to schedule a workshop to discuss his performance and what he is doing wrong, in his opinion, to defame him even more. The Manager asserted that if he was

man enough to apologize for doing something wrong and acknowledging that he should have said something different, the Mayor should give him something. He expressed that he felt the Mayor was just sitting there with a straight face and a pre-written speech, not taking any type of accountability for anything. He added that he feels that he is moving the city forward, but that he has letters on his desk from staff that are concerned because they feel like they work in a hostile work environment because of the Mayor. Sharing the complaints from staff about the Monday meetings when they feel they are being pulled with all of the reports that are being required, while the Manager noted that none of the other Commissioners are requesting the extensive amount of reports that the Mayor is requesting. While expressing concern for what he called a skewed look, the Manager asserted that he will take appropriate action, and clarified he meant legal action, to ensure that the Mayor didn't feel like he was threatening his person.

Mayor Pigatt recognized Vice Mayor Williams.

Vice Mayor Williams stated that she wanted to table this discussion, and said that she doesn't think a workshop is needed for this. Explaining that she brought it up so that the Commission could talk about it, she said that she thinks a lot has been said but that they are just going to continue to go back and forth, with it not looking like the situation will come to a resolution for now.

Mayor Pigatt asked when the Commission will get a resolution, and stated that last week the Manager said he wouldn't make any briefings, reminding the Commission that those are meetings with quite a few others. The Mayor expressed that he doesn't think anybody would say that a question he's asked has been inappropriate or wrong, noting that he does ask quite a bit of questions because the Commission has a lot of issues that the City must tackle. He added that the Manager has stated to not have meetings in any environment, whether they be workshops, weekly meetings or agenda briefings, and that the Manager has written and publicly stated that he wants to completely stop providing any information and allowing the Mayor as an elected official, to have the opportunity to ask questions about what's coming before the Commission on its agenda.

City Manager Pate stated that Mayor Pigatt is the only one of the whole Commission who wants to have these meetings.

Mayor Pigatt reminded the Commission that they completed a training with the Florida League of Cities, during which they stated that it is appropriate and good for elected officials to have weekly meetings with their City Manager. The Mayor added that just because he is the only one that is requesting those meetings, does not make it wrong. Additionally, the Mayor said that he thinks the Commission needs to be clear about whether or not they are going to allow the Manager to say he is not going to meet with duly elected representatives or with anybody, considering that they are residents of the City as well. The Mayor stated that he feels it would be an affront to the people that put him in office to just move on, because he believes it does not allow him to do his job and will make the Commission completely inept, if he is not able to speak to anyone about the challenges that people come to him with. He asked the Commission to remember that he is the

point person that everyone comes to as the Mayor, and thus he has many meetings because it is part of the job of being Mayor. He asserted that if the Commission is not going to address it at this workshop, they need to address it ASAP.

City Manager Pate said that he could address Mayor Pigatt's statement immediately, stating that Assistant City Manager Ellis will be free to meet with the Mayor and the Commission during those meetings with staff, so that the Mayor doesn't feel like he doesn't have any information. The Manager reminded the Mayor and the Commission that the presence of the Assistant City Manager at meetings with staff is required so that it doesn't look like they are intermingling with day-to-day operations of the City. Expressing that he feels any conversation that he has with the Mayor is futile unless there is a mediator, the Manager said he has made those requests multiple times but the Mayor has refused. He reported that the Mayor has put people on phone calls as witnesses when the Manager tries to call him, but has never attempted to formally sit down and mediate with the Manager. While asserting that he thinks this can be resolved between him and the Mayor, he recalled just having had a meeting with him yesterday and on Monday. The Manager said that based on the Mayor's statements on the ACLU allegation between him and the CDC, he does not know how he could feel comfortable sitting in a meeting with the Mayor.

Mayor Pigatt recognized Vice Mayor Williams.

Vice Mayor Williams stated that the situation is very sticky and that she gets the sense that the more the Commission goes around, the more things are going to come out that shouldn't, but clarified that she is not saying that the Commission should just cut off the conversation. The Vice Mayor reminded the Commission that they are elected officials. She shared that she thinks there were some inconsistencies in what was said about the Commission priorities. The Vice Mayor then asserted that as elected officials, if any of them ask for agenda briefings, she thinks it helps them and the Clerk's office. Considering the position of the City Manager saying he's not comfortable when he meets with the Mayor, she said that she thinks that what's being stated during this workshop is not what's been happening behind the scenes when the Mayor and Manager meet. She proposed that a sense of decorum and norms be established during those meetings, so that Mr. Pate does not feel attacked, adding that the Commission is not privy to those meetings. The Vice Mayor asked City Attorney Weeks to assist with establishing the norms. Noting that the Commission doesn't want the staff in the City Manager's office to feel like they are against them, she did assert that there is a level of respect that the Commission deserves and acknowledged that it has happened for her. While she said she did not know how the other Commissioners feel, she acknowledged that they probably feel torn in the middle.

Mayor Pigatt clarified that there are always other people in the meetings, including the Legislative Aide and Assistant City Manager in every meeting, Mr. Anathan and Mr. Austin in the Monday meetings, and the City Clerk and City Attorney on agenda briefing meetings. The Mayor asked the Commission to check with the others that are in those meetings and see if he is any different,

assuring them that's not the case and that the same level of professionalism he has at Commission meetings, he brings to the Monday meetings and the agenda briefings. He explained that is why he cut off all other communications, because as an elected official he only has these work meetings to be able to speak to the Commission, with laid out agendas and public records requirements, and he committed that he is going to be straight up and real with them. Pointing out that the City is a body, the Mayor asserted that this is not an attack on just one person. He asked the Commission to consider that these things lead to lawsuits, as was mentioned and has happened in the past with other appointed officials, in addition to employees setting up lawsuits against the City while looking for other jobs. He urged the Commission to be clear about this and to have this discussion in person because a virtual meeting isn't really the place for it, noting that the five elected officials are the authority within the City. The Mayor then proposed that the meeting wrap up because it had been long.

City Manager Pate asked to be recognized.

Mayor Pigatt asked City Manager Pate to wait and asked Commissioners Taylor and Davis if they had anything else to add.

City Manager Pate stated that the Mayor defamed him and made an allegation during his speech, insinuating that he is trying to set the City up for litigation and is looking for another job. The Manager asked if that was conducive and if everybody else heard it. He then asserted that he is done and has nothing else to say, and that the Mayor's meetings will be set up appropriately with the Assistant City Manager.

Commissioner Taylor again repeated that the meeting needed to be wrapped up because the discussion was not very productive and didn't seem to be coming to a resolution. Pointing out that both the Mayor and Manager said they were willing to meet to do business respectfully, he acknowledged that it was almost 9:00 PM and the meeting began at 5:30 PM and that this portion of the meeting was longer than anything that was on the agenda, and thus the Commissioner proposed to adjourn the meeting.

Mayor Pigatt asked Commissioner Davis if he had anything to say before the meeting was wrapped up.

Commissioner Davis stated that he would reserve his comments to a later date, and he thinks his colleagues agree with him, suggesting that the Commission call it a night.

Mayor Pigatt stated that he will bring this up at the next Commission meeting.

Vice Mayor Williams stated that before the motion to adjourn is made, she wanted to ask Mayor Pigatt to think about his plan to bring this up at the Commission meeting, and proposed that it be brought up at a workshop instead.

Mayor Pigatt suggested that it be brought up at a workshop in person.

Vice Mayor Williams confirmed she was fine with that.

Mayor Pigatt suggested that the Commission can deal with this issue after they go through their priorities in person at the March 31st workshop.

7. ADJOURNMENT:

There being no further business to come before the City Commission, it was moved by Vice Mayor Williams, seconded by Commissioner Taylor to adjourn the meeting at 8:46 p.m.

Matthew A. Pigatt
Mayor

ATTEST:

Joanna Flores, CMC
City Clerk

CITY OF OPA-LOCKA
“The Great City”

CLERK’S ACTION SUMMARY MINUTES
REGULAR COMMISSION MEETING
March 10, 2021
7:00 P.M.

1. CALL TO ORDER:

Mayor Matthew A. Pigatt called the meeting to order at 7:20 p.m. on March 10, 2021 at Sherbondy Village Auditorium, 215 Perviz Avenue, Opa-locka, Florida. Noting that the Commission had not established a quorum, the Mayor asked City Attorney Norris-Weeks to read the protocols that govern quorum.

City Attorney Norris-Weeks read the protocols that govern quorum.

2. ROLL CALL:

The following members of the City Commission were present: Commissioner Chris Davis and Mayor Matthew A. Pigatt. Also in attendance were: Assistant City Manager City George Ellis, City Attorney Burnadette Norris-Weeks, Assistant City Attorney Candice Cobbs and City Clerk Joanna Flores. Vice Mayor Veronica Williams, Commissioner Alvin Burke and Commissioner John H. Taylor were not in attendance.

3. INVOCATION:

The Invocation was delivered by Mayor Pigatt.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited in unison.

5. AWARDS/PROCLAMATIONS/ACKNOWLEDGMENTS:

Mayor Pigatt and Commissioner Davis, in honor of Women’s History Month, presented Ms. Quiana Mobley as a woman who is a business owner in the City of Opa-locka, with a proclamation declaring March 10, 2021 as “Quiana Mobley Day”.

(Please note that no action was taken on agenda items 6 - 21 due to the lack of a quorum. The meeting adjourned immediately after the presentation of the award.)

6. APPROVAL OF CONSENT AGENDA AND PULL LIST (deferrals and deletions):

7. **APPROVAL OF AGENDA:**
8. **APPROVAL OF MINUTES:**
9. **DISTRICT ONE / DISTRICT TWO - COUNTY COMMISSIONER REPORT:**
10. **PUBLIC PRESENTATIONS:**
11. **CITIZENS' FORUM:**
(Opportunity for discussion of any concerns – please limit to 3 minutes)
12. **ACTION ITEMS (items from consent agenda pull list):**
13. **ADMINISTRATION:**
14. **NEW ITEMS:**
15. **PLANNING & ZONING:**
 - A. **PUBLIC HEARINGS:**
 - B. **APPEALS:**
16. **ORDINANCES/RESOLUTIONS/PUBLIC HEARINGS:**
 - A. **FIRST READING ORDINANCE(S)/PUBLIC HEARING(S):**
 - B. **SECOND READING ORDINANCE(S)/PUBLIC HEARING(S):**
 - C. **RESOLUTION(S):**
17. **CITY MANAGER'S REPORT:**
18. **OFFICIAL BOARD REPORTS:**
19. **FUTURE AGENDA ITEMS:**
20. **MAYOR/COMMISSION REPORTS:**
21. **OFFICIAL BOARD APPOINTMENTS:**
22. **ADJOURNMENT:**

The Mayor stated that the meeting must be adjourned in absence of a quorum, and by unanimous agreement with Commissioner Davis decided that the agenda be moved to the next Commission meeting. He confirmed with City Attorney Norris-Weeks that the procedure was proper and she confirmed that it was. The Mayor thanked everyone for coming out and asked them to come back

to the City of Opa-locka, reminding them that Commission meetings are every second and fourth Wednesday at 7 PM. There being no quorum, Mayor Pigatt adjourned the meeting at 7:31 p.m.

Matthew A. Pigatt
Mayor

Attest:

Joanna Flores, CMC
City Clerk

CITY OF OPA-LOCKA
“The Great City”

CLERK’S ACTION SUMMARY MINUTES
REGULAR COMMISSION MEETING
March 24, 2021
7:00 P.M.

1. CALL TO ORDER:

Mayor Matthew A. Pigatt called the meeting to order at 7:00 p.m. on March 24, 2021 at Sherbondy Village, 215 Perviz Avenue, Opa-locka, Florida.

2. ROLL CALL:

The following members of the City Commission were present: Commissioner Alvin E. Burke, Commissioner Chris Davis, Vice Mayor Veronica J. Williams and Mayor Matthew A. Pigatt. Commissioner John H. Taylor Jr. arrived at 7:08 p.m. Also in attendance were: Assistant City Manager George Ellis, City Attorney Burnadette Norris-Weeks, Assistant City Attorney Candice Cobbs and City Clerk Joanna Flores. City Manager John E. Pate joined virtually via Zoom.

3. INVOCATION:

The Invocation was delivered by Vice Mayor Veronica J. Williams.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited in unison.

5. AWARDS/PROCLAMATIONS/ACKNOWLEDGMENTS:

There were none.

6. APPROVAL OF CONSENT AGENDA AND PULL LIST (deferrals and deletions):

Mayor Pigatt pulled agenda items 13-2 and 13-7 (these items would be discussed under agenda item 12 - Action Items).

It was moved by Commissioner Burke, seconded by Commissioner Davis to pass the consent agenda (agenda items 13-1, 13-3, 13-4, 13-5, 13-6, 13-8, 13-9, 13-10, 13-11, 13-12, and 13-13).

There being no discussion, the motion passed by a 4-0 vote.

Commissioner Davis Yes

Commissioner Taylor	Not present
Vice Mayor Williams	Yes
Commissioner Burke	Yes
Mayor Pigatt	Yes

7. APPROVAL OF AGENDA:

Clerk Flores stated that a request was made to amend the agenda to include the following item as 14-1:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING AN AMENDMENT OF THE CARES ACT FUND INTERLOCAL AGREEMENT ENTERED INTO BY THE CITY OF OPA-LOCKA AND MIAMI-DADE COUNTY TO EXTEND THE AGREEMENT DEADLINE, AS DESCRIBED HEREIN; AUTHORIZING THE CITY MANAGER TO TAKE NECESSARY ACTION; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

Mayor Pigatt asked the City Manager to state the emergency nature of this item.

City Manager Pate stated that the emergency nature of the item is based on the health, welfare and safety of the residents of the City of Opa-locka, based on the COVID-19 pandemic.

It was moved by Commissioner Davis, seconded by Commissioner Burke to amend the agenda to include 14-1.

Mayor Pigatt stated that before the Commission voted on the item, he wanted to comment on the number of emergency items received, recognizing that it was one of the highest amounts he has seen and acknowledged that it does not give the Commission the ability to really do their due diligence and really understand the items. The Mayor added that during the last meeting, the Commission had several emergency items that were add-ons, and are on this agenda as well, thus he said he doesn't see the emergency nature of the items. He asked the Manager to explain if there is a deadline which required that this get done today or before the next meeting.

City Manager Pate explained that the City has pending funding out for reimbursement and asked Mayor Pigatt if he could address his concern about the number of emergency items.

Mayor Pigatt confirmed that City Manager Pate could address those concerns.

City Manager Pate stated that the number of emergency items are based on discussions he has had with staff in concurrence with the City Attorney. The City Manager added that the only reason these items carried over from the last Commission meeting is because there was no quorum for the last meeting. He shared that he did not believe it to be prudent to call the emergency meeting when

a regular meeting was already scheduled and that these are things that are coming before the Manager's office that have time schedules, such as the COVID-19 extension, which he reported just came across his desk three days ago from Miami-Dade County. He apologized if it looks like there is an exorbitant number of emergency items, but assured the Commission that there is a methodology to it, and that his office is not moving in a way that is unorganized or unorthodox. The Manager asserted that he believes the Commission has to be very fluid and that it can be discussed further on Monday if the Mayor would like.

Mayor Pigatt stated that he wanted to make it clear that the Commission's affirmative vote on an item is based upon them really understanding it, and moving these emergency items, gives them very little time to be able to consult with the Manager, the City Attorney, and the Legislative Aide. The Mayor proposed that when these items are put on the agenda that it be made very clear why they need to be passed within the following two weeks because that is what constitutes an emergency. He asserted that if this continues, his vote will not be in favor of the items moving forward.

There being no further discussion, the motion passed by a 5-0 vote.

Vice Mayor Williams	Yes
Commissioner Burke	Yes
Commissioner Taylor	Yes
Commissioner Davis	Yes
Mayor Pigatt	Yes

Clerk Flores stated that a request was made to amend the agenda to include the following item as 14-2:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE IV, SECTION 22-81 OF THE CITY OF OPA-LOCKA'S LAND DEVELOPMENT REGULATIONS TO AMEND CERTAIN LANGUAGE REFERENCING SPECIAL EXCEPTION FOR ADULT BUSINESS OPERATIONS WITHIN THE I-2 ZONING DISTRICT; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; CONFLICTS OF LAW; AND PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

Mayor Pigatt asked the City Manager to state the emergency nature of this item.

City Manager Pate stated that the item needs to be considered by the Commission based on the health and safety of the residents of the City of Opa-locka, in consideration of new developments that came about in pending litigation.

It was moved by Commissioner Burke, seconded by Commissioner Davis to amend the agenda to include 14-2.

There being no discussion, the motion passed by a 5-0 vote.

Vice Mayor Williams	Yes
Commissioner Burke	Yes
Commissioner Davis	Yes
Commissioner Taylor	Yes
Mayor Pigatt	Yes

Clerk Flores stated that a request was made to amend the agenda to include the following item as 14-3:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER IV, ARTICLE 1, SECTION 4-8 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES TO REDUCE CERTAIN DISTANCE REQUIREMENTS FOR ALCOHOL SALES AND CONSUMPTION WITHIN THE CITY; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

Mayor Pigatt asked the City Manager to state the emergency nature of this item.

City Manager Pate stated that the item needs to be considered by the Commission based on the health and safety of the residents and stakeholders of the City of Opa-locka, based on pending litigation.

It was moved by Commissioner Burke, seconded by Vice Mayor Williams to amend the agenda to include 14-3.

There being no discussion, the motion passed by a 5-0 vote.

Commissioner Burke	Yes
Commissioner Davis	Yes
Commissioner Taylor	Yes
Vice Mayor Williams	Yes
Mayor Pigatt	Yes

It was moved by Commissioner Burke, seconded by Commissioner Taylor to approve the agenda.

There being no discussion, the motion passed by a 5-0 vote.

Commissioner Davis	Yes
Commissioner Taylor	Yes
Vice Mayor Williams	Yes
Commissioner Burke	Yes
Mayor Pigatt	Yes

8. APPROVAL OF MINUTES:

Workshop Minutes – January 8, 2021

It was moved by Vice Mayor Williams, seconded by Commissioner Taylor to approve the minutes of the Workshop on January 8, 2021.

There being no discussion, the motion passed by a 5-0 vote.

Commissioner Taylor	Yes
Vice Mayor Williams	Yes
Commissioner Burke	Yes
Commissioner Davis	Yes
Mayor Pigatt	Yes

Workshop Minutes – January 14, 2021

It was moved by Vice Mayor Williams, seconded by Commissioner Taylor to approve the minutes of the Workshop on January 14, 2021.

There being no discussion, the motion passed by a 5-0 vote.

Vice Mayor Williams	Yes
Commissioner Burke	Yes
Commissioner Davis	Yes
Commissioner Taylor	Yes
Mayor Pigatt	Yes

Workshop Minutes – February 9, 2021

It was moved by Vice Mayor Williams, seconded by Commissioner Taylor to approve the minutes of the Workshop on February 9, 2021.

There being no discussion, the motion passed by a 5-0 vote.

Commissioner Burke	Yes
Commissioner Davis	Yes

Commissioner Taylor	Yes
Vice Mayor Williams	Yes
Mayor Pigatt	Yes

Regular Commission Meeting Minutes – February 24, 2021

It was moved by Vice Mayor Williams, seconded by Commissioner Taylor to approve the minutes of the Regular Commission Meeting on February 24, 2021.

There being no discussion, the motion passed by a 5-0 vote.

Commissioner Davis	Yes
Commissioner Taylor	Yes
Vice Mayor Williams	Yes
Commissioner Burke	Yes
Mayor Pigatt	Yes

9. DISTRICT ONE / DISTRICT TWO - COUNTY COMMISSIONER REPORT:

There were none.

10. PUBLIC PRESENTATIONS:

There were none.

11. CITIZENS' FORUM:

(Opportunity for discussion of any concerns – please limit to 3 minutes)

Clerk Flores announced the protocol for public participation at city commission meetings.

Mayor Pigatt recognized Mr. Bert Morales who joined the meeting virtually by Zoom.

Mr. Bert Morales of 481 E 64th Street, Hialeah, Florida stated that he has lived in his neighborhood for about 40 years, and began hearing loud music coming from the Opa-locka Flea Market at night about two months ago, mostly on Friday and Saturday nights. Mr. Morales reported that on March 13th, the music was so loud that it was setting off car alarms in his neighborhood and his neighbor had a picture fall off of her wall, which he recorded on his cell phone. He stated that when he called the City of Hialeah Police, they informed him that it wasn't in their jurisdiction and connected him with a young and polite officer at the scene who told him that there was nothing they could do about it because the concert organizers had a permit. Noting that there is an 11 pm and 300 feet of distancing limit stipulated online, and considering that his house is over a half mile away with the music being heard through impact windows, Mr. Morales asked how a solution can be found where concerts can be scheduled while not having as much of an impact on his home.

Mayor Pigatt opened the floor for Citizen's Forum for those who were in the audience.

Audrey Dominguez of 1147 Jann Avenue addressed the Commission on resolution 8, regarding the cameras on Cairo Lane to identify illegal dumping in the area. Ms. Dominguez expressed that she feels this is a great idea that will save the City a lot of money in the future, and will help find the perpetrators responsible for the illegal dumping. Noting that in the past, the city had to incur a lot of the cost to hire companies that spent thousands of dollars, she stated that she thinks the City can incur the \$9,000 fee. She also thanked Commissioner Taylor for posting information on Facebook about the COVID-19 vaccination site at the Helen Miller Center, and she reported that she has already referred a couple of residents there who were inquiring about the vaccination. Reminding the Commission that most residents find out information via word of mouth, because not everybody has Facebook or Instagram especially in the golden community, she recalled the idea proposed by the Commission in the past to include information inside the water bill as a solution. Suggesting that a monthly calendar of activities, including the Commissioner's meetings, workshops, and food drives could be included without incurring any fees because the water bill is already sent out every month, and she added that PR Consultant Jessica Modkins from Hip Rock Star can help create it as a great way to get information out.

Dottie Johnson of 13724 NW 22nd Place gave kudos to the staff for a job well done at the special events workshop, but stated that she is tired of hearing that the City of Opa-locka had no policy and procedures in place. She shared that every Commissioner used to have a budget of \$5,000 for special events, and thanked Vice Mayor Williams for her hard questions. Explaining that the last workshop she attended had her mic muted, she said that she promised herself that she would not waste her time like that anymore, noting that in the workshops the Commission doesn't ask for citizen's input which she thinks is crucial. Recalling a back and forth discussion about overtime, she identified herself as a senior HR professional manager and told the Commission that exempt employees don't get overtime and it is up to them to volunteer. Sharing that her experience has taught her that policy and procedures are always a work in progress, she told the Commission that they have the opportunity to amend those policies and procedures any time. She added that she thinks they need to stop treating Opa-locka like a strong Mayor City because the five members of the Commission have as much power as anybody else because they work for the citizens, or at least are supposed to. Ms. Johnson said that the City has always had Women's History events in the auditorium and breast cancer events, but if it is not documented and the Commission doesn't know where to go, she said she's attended more than three meetings having been involved since 1997. Acknowledging that the Florida League of Cities sponsors a lot of good training and that institutional knowledge is important, she urged the Commission to do their research. She also expressed that she was glad to see some of the City's legislation pass, and recalled the history of the Opa-locka Executive Airport, thanking Commissioner Jordan, Mayor and Commissioner Joseph Kelley and herself for the \$1.5 million dollars that are brought in now, after they went to the County to take the land back and give it to the Carrie Meek Foundation. Ms. Johnson asked

the Commission to be very careful about what they say and to know their history, and said that they have it for those that don't know. She asked for a couple of additional minutes or seconds.

Mayor Pigatt allowed her to finish her statement.

Ms. Johnson asked the Commission to check with the State of Florida before they use the name Arabian Accessory, because the City of Opa-locka is not the owner of the name any more.

There being no further persons to speak, Citizen's Forum was closed.

Commissioner Davis addressed Mr. Bert Morales as a Hialeah resident who expressed concerns about music being played after 11 PM. The Commissioner asked City Manager Pate to provide a response based on the City's special event policy 11 PM cutoff.

City Manager Pate reported that his office has been in correspondence with Mr. Bert Morales as well as other residents of the area in regards to the issue with the loud music from the flea market concerts after 11 PM. The Manager explained that he sent a cease and desist message to the owners of the flea market in order to bring them to the table to meet with the City and try to figure out a solution for the various events. He added that the flea market does not currently come to the City for special exemptions and permits, and that he is currently researching the matter, but that all events there have been suspended based on his directive until the matter is solved.

Commissioner Davis addressed Ms. Audrey Dominguez's comments about seeking a marketing strategy, preferably using the water bill as an avenue to reach residents. Recalling that it was discussed in the past and brought up during a public forum, the Commissioner asked if City Manager Pate had a response to the request and wanted to know if his office had been working on it in any capacity.

City Manager Pate stated that his office is always looking for areas to improve on especially when it comes to communication and transmitting information out to residents. The Manager assured the Commissioner that Ms. Audrey Dominguez's comments have been taken into account and he will make sure to reach out to her to get further comments in regards to the matter.

Commissioner Davis requested that the City Manager's Office obtain an estimate of the cost for the service to send marketing materials with the monthly water bill, including a full analysis. The Commissioner recalled that the issue had been discussed a few times and wants to ensure they have the proper analysis, so that they can put their best marketing foot forward.

City Manager Pate stated that it would not be a problem to produce that estimate, and asked him to give him 30 days to do a full analysis.

Vice Mayor Williams expressed that she wholeheartedly agrees with and appreciates the comments made by Ms. Audrey Dominguez. The Vice Mayor reported that she has been in

communication with Ms. Dominguez and at the forefront of one of her goals is making sure that residents, especially seniors know what is going on in Opa-locka. Adding that she agrees that the City shouldn't be advertising only on social media, she reported that she brought up the idea of using staff from the Parks Department to have a ground game with people going door to door, because the parks are not open. Thanking Ms. Dominguez for her comment, she assured her that she should definitely see change. Vice Mayor Williams addressed Mr. Bert Morales' comment, stating that there is noise everywhere happening on different streets within the City, and that she thinks the Commission needs to send out communication to all residents making it clear that they are not playing and out of respect for residents including the seniors, the City will not allow music being blasted after 11 PM.

Mayor Pigatt thanked his colleagues and echoed their sentiments. The Mayor also thanked Mr. Bert Morales and Ms. Audrey Dominguez for bringing up the points they did, and he expressed that he looks forward to seeing the City Manager's response to the strategy for marketing and the enforcement of the new noise ordinance. He asked Clerk Joanna Flores if there was a way to track the request that the Commission makes of the City Manager's staff, so that they can hold themselves accountable to follow-up and make sure that the requests brought up by citizens are addressed.

Clerk Joanna Flores stated that she would make it happen.

There being no further persons to speak, Citizen's Forum was closed.

12. ACTION ITEMS (items from consent agenda pull list):

13-2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ISSUE A REQUEST FOR PROPOSALS (RFP) FOR A COMPREHENSIVE PARKS AND RECREATION MASTER PLAN; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobbs.

It was moved by Commissioner Davis, seconded by Vice Mayor Williams to pass the resolution.

Mayor Pigatt asked City Manager Pate to introduce the item.

City Manager Pate explained that this item refers to putting out RFPs for the Parks Department master plan that will be paid for in part by the CRA as well as by the City of Opa-locka, in order to complete a full assessment of the City's facilities and programming. The Manager reminded the Commission that this has been discussed over the past nine months at CRA and Commission meetings, and this item will simply bring to fruition the discussion about getting solid planning done by a qualified consultant, to move the Parks Department to the next level.

Mayor Pigatt asked the Commission if they had any comments.

Commissioner Davis expressed that he is extremely excited to see this item moving forward. The Commissioner reminded his colleagues that a parks forum was sponsored a few months ago in the summer of last year, using the downtime due to COVID-19 to look at the parks to come up with a plan to reimagine them. Recognizing that this is the first step in that plan, he said that he thinks the Commission learned a lot through the pandemic by seeing other parks that were active, while Opa-locka's parks were closed due to limitations with active sports. He added that he is excited about providing a variety of services to City residents, and is also excited about all of the possibilities that could potentially present themselves.

Mayor Pigatt stated that he pulled this item to talk about it, recognizing that the Parks Department is very near and dear to the hearts of the members of the Commission. He thanked Commissioner Davis and former Commissioner Joseph Kelley for hosting the park summit, which the Mayor said was an amazing event during which a lot of ideas were brought up by residents. Recognizing that the pandemic hit the City hard in terms of engaging residents and being able to have events, he explained that the RFP gives the City the opportunity to formalize the ideas that have been proposed. He expressed that he feels that one of the challenges is that everything in government requires a plan, including waiting for processes like the RFP. The Mayor asked City Manager Pate if the City is beholden to the completion of the plan before ideas to improve park facilities are executed.

City Manager Pate stated that the City is not beholden to the plan and that they do not have to wait for the RFP to be completed. The manager added that any recommendations that the Commission would like to bring forth in advance of the completion of the plan, can be taken into consideration immediately without delay, explaining that anything large in scale, can be incorporated into the RFP and into the planning as it is taking place.

Mayor Pigatt reminded the Commission that a lot of ideas that the City can implement, were brought up by citizens during the park summit. The Mayor recalled that \$1.6 million was put into the recovery plan and that funds were allocated in a CRA budget to get projects done and he wondered when the Commission will be able to see some of those improvements. He also pointed out that before Commissioner Kelley left, the City was in the process of getting lights and renovating the bathrooms at Ingram Park, but the park is still in similar conditions. The Mayor asked what is being done now and what projects are underway, requesting a timeline of completion when realistic development will be seen in the City of Opa-locka.

City Manager Pate stated that he can work with staff to come up with a projected timeline, but reminded the Commission that the two things that were against them were COVID and the transition to recruit a qualified Parks Director and Assistant Director to take the department to the next level. While he explained that he is waiting to bring on those individuals, he stated that the Mayor's comments were duly noted and that he is sure the Parks Director heard him loud and

clear. The Manager committed to working within a week with Parks Director Delven Patterson and Public Works Director Airia Austin as the director of capital improvements, to provide a detailed report on pending projects, including the progress on Ingram Park.

Commissioner Burke asked City Manager Pate if he stated that the former Parks & Recreation Director wasn't qualified.

City Manager Pate stated that after former Parks & Recreation Director Brown announced his retirement, the City began the recruitment process for a Parks Director and Assistant Director, who both have to be qualified. The Manager clarified that no one was saying whether Mr. Brown was qualified or not.

Commissioner Burke thanked City Manager Pate for clarifying that. The Commissioner then asserted that after all of the years that the Commission has been working on Ingram Park, some type of work should have been done. He reported that he was at Ingram Park last week and the lights were still not there, despite him being almost sure that the City has the money for the lights. The Commissioner added that the company has said that the lights could have been there already and that they also said that the City of Opa-locka is dragging its feet. Expressing that he is seeing a pattern with a problem in the Public Works Department, he pointed out that the Commission waited and had certain projects fall through, including the work on Cairo Lane and the old City Commission Building. The Commissioner urged the Manager to find out what is going on in the Public Works Department.

Mayor Pigatt stated that he had three questions in regards to the proposal. First, he wanted to know if it will provide details on the type of programs the City of Opa-locka has the capacity to do based on the available facilities, and if it will include the cost involved. The Mayor offered the example of Ingram Park and whether or not it has the capacity to become a crew or fishing area, or if the prairie or flower garden can become a butterfly garden.

City Manager Pate assured Mayor Pigatt that what he requested to be included in the proposal is part of the goal and reasoning for it. The Manager offered additional assurances that the Mayor's questions will be incorporated during the RFP process so that the proposal from the company that is chosen, reflects the expectations of the City Commission, the Manager and his staff.

Mayor Pigatt posed his second question on the comprehensive Parks & Recreation Department master plan and asked if the plan is going to give the Commission something that they can move on, in consideration of the fact that \$150,000 is being spent on it. The Mayor asked if the City is going to spend this money to upgrade facilities, whether or not the plan will provide the Commission with the exact cost of building the facilities as well as the cost involved with staffing the programs.

City Manager Pate confirmed that based on Mayor Pigatt's request, specific language was incorporated into the RFP to ensure it delineated the concerns that the Mayor brought up during the agenda briefing.

Mayor Pigatt posed his final question on the comprehensive Parks & Recreation Department master plan, inquiring about whether or not the plan will detail the staffing level necessary to make sure that facilities are maintained, to ensure that the City has the people with the expertise and the resources needed to keep the facilities in good condition. The Mayor noted that he has heard quite a bit about the maintenance of the parks and that the City may not have enough staff. He pointed out that Commissioner Burke had brought up the staffing level concerns and that the City had to turn to the Public Works Department to do the work to maintain the facilities. The Mayor asked if the plan will include the full cost of the programs.

City Manager Pate confirmed that it will.

Mayor Pigatt stated that if that is the case, then he is in full support of making sure that the item moves forward, noting that it is something that many on the Commission have been championing for a while and that it is good to see it happening.

Commissioner Taylor asked if a timeline will be set for the master plan once the RFP is approved.

City Manager Pate confirmed that a timeline will be incorporated once the RFP is awarded within the contractual agreement drafted by his office, with the council of the City Attorney's Office.

Commissioner Taylor asked City Manager Pate what timeline he will be asking for.

City Manager Pate explained that typically from the time an RFP goes out to the time that a final award is granted, the timeline is 90 days. The Manager reminded the Commissioner that the item has to come back before the Commission for final approval based on the Manager's recommendation.

Commissioner Taylor stated that what he was asking was whether or not the firm that is chosen will have 90 days to build the master plan.

City Manager Pate clarified that a firm will be selected 90 days from when the RFP is issued and that from that point, a contract will be negotiated. The Manager explained that the Commission can provide input on the time frame within which they want the plan done, and the terms of the agreement will determine the timeline provided.

Commissioner Taylor thanked City Manager Pate for clarifying that the timeline will be chosen once the firm is chosen.

Commissioner Davis acknowledged that the Parks & Recreation Department master plan will detail the long-term strategic vision for the programming and services at the parks and he recalled that the City had already begun working on several capital projects. The Commissioner asked if City Manager Pate could address the reason why the Ingram Park lighting project has not gone forward.

City Manager Pate asked Public Works Director Airia Austin to explain the delays he has had with the completion of Ingram Park.

Public Works Director Airia Austin explained that there were two projects scheduled for Ingram Park. On the first project to rehabilitate the restrooms, Director Austin reported that the roof system has been installed in the restroom and his department is proceeding to bid out the work for the interior of the restroom, to complete the project. Additionally, he reported that they are working on the painting of the facade and already have purchase orders in for the painters to start the work. He also stated that his department would like to repair the roof on the athletic facility to complete the repairs. With respect to the second project for the lights at the park, Director Austin told the Commission that the vendor that was procured was trying to provide a different light system than the one that was bidded on. He shared that his department was able to clarify that issue with the vendor this week, with the lighting system specifications now having been approved for the vendor to buy and build the correct lights for that facility. Director Austin estimated that the installation is expected to take 90 days after the lights are built.

Commissioner Davis stated that he understood that there was a problem with the procurement and what the vendor wanted to do with the light equipment, and asked why there was a delay in the bid for the restroom roof improvement at Ingram Park, considering that the Commission approved the item quite some time ago.

Public Works Director Airia Austin explained that the roof was procured, went through permitting and was installed in a timely manner. Director Austin added that the interior of the restroom was not going to be put out for bid because it was supposed to be done by internal staff, but the work that is needed is beyond the capabilities of the crew and thus it is going to be put out for bid.

Commissioner Burke asked Public Works Director Airia Austin if it was possible to get a timeline when the lights will start being installed by the vendor at Ingram Park, considering the Director's report that the procurement issues had been worked out.

Public Works Director Airia Austin assured Commissioner Burke that he will request a timeline for the building of the lighting equipment for Ingram Park and will provide a report.

There being no further discussion, the resolution passed by a 5-0 vote.

Commissioner Taylor Yes

Vice Mayor Williams	Yes
Commissioner Burke	Yes
Commissioner Davis	Yes
Mayor Pigatt	Yes

13-7. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING EMERGENCY WORK OF ENVIROWASTE SERVICES GROUP, INC. FOR THE PROVISION OF THE REMOVAL OF ILLEGAL DUMPING FROM THE CANAL ON CAIRO LANE TO NW 135th STREET STORMWATER DRAINAGE SYSTEM; FURTHER AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH ENVIROWASTE SERVICES GROUP, INC; AUTHORIZING THE CITY MANAGER TO TAKE NECESSARY ACTION; PROVIDING FOR AN EFFECTIVE DATE. Sponsored by City Manager

The above resolution was read by Assistant City Attorney Candice Cobbs.

It was moved by Commissioner Burke, seconded by Commissioner Davis to pass the resolution.

Mayor Pigatt asked City Manager Pate to introduce the item.

City Manager Pate asked Public Works Director Airia Austin to introduce the item.

Public Works Director Austin stated that in an ongoing effort to evaluate the Cairo Lane project, 300 Engineering needs access to the drainage systems to determine if they were properly installed and are the adequate size for the project. Director Austin reported that through that process, the engineering company found illegal dumping along the entire stretch of Cairo Lane that needs to be removed before they can access and inspect the drainage systems for their quality assurance assessment. The item is being proposed to allow the clearing of the debris so that the work can progress.

Commissioner Burke asked if the drainage system Public Works Director Austin was speaking of is the same that the City previously paid over \$100,000 to have drained.

Public Works Director Austin explained that this is a separate item and is addressing Cairo Lane. Director Austin clarified that the drains Commissioner Burke was referring to are on 127th Street.

Commissioner Burke asked Public Works Director Austin why 300 Engineering was hired and if they were the company that walked out on the City.

Public Works Director Austin clarified that 300 Engineering is one of the City's awarded contractors for professional consulting services, and that the contractor that walked out on the City was Intercounty Engineering.

Vice Mayor Williams asked Public Works Director Austin what the after effects of the cameras were.

Public Works Director Austin explained that motion sensors and the cameras will alert law enforcement about anything that takes place on Cairo Lane, especially activity after hours which is prevalent in the area. With police dispatch having direct access to view the cameras at all times, Director Austin stated that the goal is to prevent an occurrence rather than trying to determine who was responsible after the fact.

Vice Mayor Williams asked what the repercussions will be for a person found dumping.

Public Works Director Austin explained that a person found dumping illegally will be prosecuted to the full extent of the law.

Commissioner Taylor asked Public Works Director Austin if the cameras are going to have a full view of the street with no blind spots.

Public Works Director Austin explained that the cameras are going to have a view of the street from the canal to 135th Street, and because of the height there would be no blind spots.

Commissioner Burke recalled that money keeps being invested as cameras have been installed in the area before and they were torn down regardless of the height they were at, so he asked Public Works Director Austin what will prevent these cameras from being torn down and whether the IT Department or an outside company will install them.

Public Works Director Austin explained that the cameras that were previously used only allowed for the footage to be viewed after an event had already occurred, but because the current proposal is to have live cameras, it will be possible to determine if anyone is attempting to damage the camera through ongoing monitoring. Director Austin also stated that a company is being brought in to install the cameras.

Mayor Pigatt reminded the Commission and Public Works Director Austin that the consent agenda included an item for the removal of hazardous waste from 127th Street where there are cameras, and he asked Mr. Austin if those cameras caught the people who dumped that hazardous waste.

Public Works Director Austin explained that the hazardous waste on 127th Street came from the Cairo Lane side of the street and not the Port Said Road side where the cameras are located. He added that the new camera system will close the loop.

Mayor Pigatt asked Public Works Director Austin when it was determined that work had to be stopped because the existing pipes needed to be cleaned.

Public Works Director Austin explained that it was determined in November of last year, during the process of finding a company that would be able to perform the services needed, which he stated was an arduous task because of the size, in addition to no one wanting to assume the responsibility of running into unsuitable materials for the project.

Mayor Pigatt noted that this was an emergency procurement outside of the City's normal RFP process, and inquired why it took four months to have the item come before the Commission.

Public Works Director Austin explained that when his department was about to procure the service of 300 Engineering, the City Attorney recommended a different method of procurement because the opinion was that it was not adequate, and thus it was removed from the Commission's agenda and brought back as an emergency item.

Mayor Pigatt asserted that the process should not have taken four months and asked Public Works Director Austin when the deadline is for the City to complete the Cairo Lane projects.

Public Works Director Austin stated that the deadline for the Cairo Lane project is mid-2023.

Mayor Pigatt recalled that much of the City's revolving loan from the state is tied to the completion of the Cairo Lane projects and thus the Commission will not be able to get any funds to complete any other major capital improvement projects. The Mayor expressed concern that the Commission will have to wait another two years before anything else gets done in the City.

Public Works Director Austin clarified that the two year time frame is for the expiration of the funding, but that the intent is to have Cairo Lane done by 2022.

Mayor Pigatt asked Public Works Director Austin how the project will get done by next year with four month delays on procedures. Expressing his frustration, the Mayor pointed out that the Commission has been dealing with Cairo Lane for years with multiple problems holding the City hostage and preventing other major infrastructure work from getting done. Recognizing this as a huge challenge, he asked what was being done to overcome the consistent delays, pointing out that thousands of dollars are being paid to remove hazardous waste and to install cameras. The Mayor then asked if there is a third party managing the Cairo Lane project.

Public Works Director Austin explained that there is currently an evaluation of services, and that when the project goes out for bidding, the state is requiring that the City have a third party company to manage the project.

Mayor Pigatt asked if the third party company that will manage the Cairo Lane project has been selected.

Public Works Director Austin explained that his department is waiting for the bid for construction to be awarded before the third party management company is determined, which he stated will take place after the evaluation finds that the project is fit to proceed.

Mayor Pigatt summarized his understanding, stating that the City has to complete the cleanup project, to then do an evaluation and then go through an RFP process to get a project manager.

Public Works Director Austin clarified that the procurement of a vendor that will construct the remainder of the project will happen at the same time as the procurement of a project management company.

Mayor Pigatt recalled that the City had an RFP last year for a consortium of engineers to do this work.

City Manager Pate confirmed that the City does have a consortium of engineers that they can choose from at any time, but pointed out that when a specific project has to move forward, a contract has to be drafted and reviewed by the City Attorney, and then come before the Commission. He also stated that Opa-locka's infrastructure issues have developed over several years and are a yeoman's task, and he believes that the Commission should provide residents and stakeholders a realistic timeline. The Manager added that even if all of the funds from the revolving loan were released, the state will not allow the City to assume so much debt and thus it is not possible to complete many projects at once because of the debt to revenue ratio and the financial emergency. He insisted that the Commission have a separate workshop to discuss infrastructure. Asserting that he does not want residents and stakeholders to have the perception that the Cairo Lane project will resolve all of the City's flooding issues in the next five years, the Manager said he thinks it is a 10-15 year process but he does want solid timelines. Reminding the Commission that an engineering firm is currently completing the master plan and flooding assessment, he asked Mr. Austin to share when those will be done so that the Commission can take a holistic approach.

Public Works Director Austin reported that the timeline has the storm water master plan being delivered in May, when the priorities to begin construction will be provided.

Commissioner Burke reminded City Manager Pate that Cairo Lane existed under Mr. Austin before Mr. Pate began serving as Manager. The Commissioner recalled that there were some problems removing some poles, and money has been spent several times removing hazardous waste including \$177,000 to remove oil out of the drain on 127th Street. Pointing out that now the City is spending more money to do it again, he asserted that somebody has to be held accountable. The Commissioner stated that the residents and businesses being impacted on Cairo Lane have been looking for this project to be completed, because when it rains nobody can get into the area. Expressing his concerns that there has been no oversight, he said that the workers contracted were working whenever they wanted to. He pointed out that the person responsible for illegal dumping of oil was caught, and despite a report being given to the police, nothing was done. Considering that the last engineering company walked off the job after the City paid them half a million dollars, he noted that the City doesn't have the money to keep dumping into this. The Commissioner urged that this issue no longer be procrastinated.

Mayor Pigatt expressed that Commissioner Burke speaks for all of those who have been living in Opa-locka and dealing with this issue for years. The Mayor stated that at Commission meetings,

plans are proposed and hassles are presented, but citizens want to just see the work get done. He said that the Commission has done everything it has to do to work towards getting the funding back from the state, including creating a pool of contractors to streamline the process and yet the City is still experiencing holdups on this first project over a year later. The Mayor stated he looks forward to the workshop on infrastructure and to seeing a timeline and breakdown of what has to be done to complete the work on Cairo Lane asap, so that the City can move on to other projects. Noting that there are other districts experiencing very similar challenges, he said that even with the plan, the Commission can't do anything until Cairo Lane is done. He pointed out that funding is coming from the federal government over the next few years from President Biden and Congresswoman Frederica Wilson for municipalities to handle infrastructure. The Mayor asserted that the City has to be ready for those dollars, so that they don't have to just rely on the state's revolving loan, and stated that Cairo Lane is a test to make sure the Commission can get the rest done. Mayor Pigatt said it is a test Opa-locka must pass as a community.

Commissioner Davis expressed that he is glad that this issue is going to be workshopped. The Commissioner recalled the challenges from the business owners on Cairo Lane having the Miami-Dade County Property Appraiser devalue their property due to the infrastructure problems and ultimately lowering the taxes they have to pay. He shared that he was never a fan of the project, stating that in his opinion a very bad precedent was set with Cairo lane. The Commissioner asserted that he believes the cost of the infrastructure needs should have been footed by most of the businesses in the area, but instead taxpayers are suffering the consequences of things like illegal dumping.

Commissioner Taylor expressed that he wants to see if legislation can be proposed to implement a special assessment for industrial zones in the City to reduce the money that is being taken out of the general fund. The Commissioner asserted that businesses need to pay their fair share.

City Attorney Norris-Weeks stated that proposed legislation to implement a special assessment for industrial zones in the City would have to be researched.

Commissioner Davis reported that during an agenda briefing, he had a discussion with Mr. Austin about an additional tax district that is coming to one of the City's residential areas. The Commissioner pointed out that because it is a preemptive power, ultimately it is a County run process, through which they decide who has taxing districts.

Commissioner Taylor asked to confirm if the process for implementing a special assessment for industrial zones can begin in house.

Mayor Pigatt explained that the infrastructure workshop can be an opportunity for staff to present the details of what the Commission needs to do for the legislation to implement a special assessment for industrial zones in the City.

Commissioner Taylor added that he wants the special assessment to be for all industrial zones, so that the issues with Cairo Lane don't arise in other areas like the North District.

Vice Mayor Williams echoed the sentiments of her colleagues. The Vice Mayor once again reminded the City Manager that the common denominator for everyone on the dais is that they are actual residents, whereas everyone else is not. Recalling having seen and voted for many master plans and projects, she noted that there has not been much movement, which residents want to see. The Vice Mayor suggested that some of the Directors become residents, and asserted that movement will happen faster.

City Manager Pate stated that in the humblest way possible, he noted the statements of all five members of the Commission. The Manager offered assurances that he will be on top of this, and will be waking staff up at 7:00 A.M., if not earlier. He asked City Clerk Flores to poll the Commission for dates for the infrastructure workshop, and stated that Mr. Austin will be prepared to present because the residents and stakeholders clearly demand it.

Mayor Pigatt expressed that he thinks all of the Commissioners need to speak out on things quickly, and they will do so moving forward.

There being no further discussion, the resolution passed by a 5-0 vote.

Vice Mayor Williams	Yes
Commissioner Burke	Yes
Commissioner Davis	Yes
Commissioner Taylor	Yes
Mayor Pigatt	Yes

13. ADMINISTRATION:

CONSENT AGENDA:

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ISSUE A REQUEST FOR PROPOSALS (RFP) FOR AN AGENT OF RECORD FOR EMPLOYEE BENEFIT PROGRAMS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING SETTLEMENT WITH THE INTERNAL REVENUE SERVICE (IRS) TO RESOLVE THE CITY'S TAX LIABILITY, IN THE AMOUNT OF TWENTY-FIVE THOUSAND, THIRTY-SIX DOLLARS AND SIXTEEN CENTS (\$25,036.16), REGARDING (1) OFF-DUTY POLICE OFFICER PAY TREATMENT FROM INDEPENDENT CONTRACTOR TO EMPLOYMENT WAGES; (2) TAX ON LIFE INSURANCE EARNINGS AND (3) TAX ON TAKE-HOME VEHICLE FOR TAX YEAR 2018; FURTHER AUTHORIZING THE CITY MANAGER

TO EXECUTE THE “AGREEMENT TO ASSESSMENT AND COLLECTION OF ADDITIONAL TAX AND ACCEPTANCE OF OVER ASSESSMENT” (FORM 2504-T), ATTACHED HERETO, IN THE AMOUNT OF TWENTY-FIVE THOUSAND, THIRTY-SIX DOLLARS AND SIXTEEN CENTS (\$25,036.16) AND “CLOSING AGREEMENT ON FINAL DETERMINATION COVERING SPECIFIC MATTERS REGARDING WORKER CLASSIFICATION” (FORM 14491), ATTACHED HEREIN, IN THE AMOUNT OF TWENTY-TWO THOUSAND, FOUR HUNDRED SIXTY-NINE DOLLARS AND EIGHTY-EIGHT CENTS (\$22,469.88) FOR TAX YEAR 2018; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO INITIATE AN EVICTION PROCEEDING AGAINST THE OPA-LOCKA COMMUNITY DEVELOPMENT CORPORATION (OLCDC) AND INITIATE LITIGATION FOR UNPAID RENT; AUTHORIZING THE CITY MANAGER TO TAKE ALL NECESSARY ACTION; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

5. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING EMERGENCY WORK FOR THE PROVISION OF DEBRIS REMOVAL OF HAZARDOUS MATERIAL FROM THE NW 127th STREET STORMWATER DRAINAGE SYSTEM; FURTHER AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH WORLD PETROLEUM CORP; AUTHORIZING THE CITY MANAGER TO TAKE NECESSARY ACTION; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

6. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING EMERGENCY WORK FOR THE INSTALLATION OF CAMERA MONITORING EQUIPMENT ON CAIRO LANE TO IDENTIFY ILLEGAL DUMPING IN THE AMOUNT OF NINE THOUSAND SEVEN HUNDRED AND TWENTY-ONE DOLLARS (\$9,721.00); FURTHER AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH BROADCAST SYSTEMS, INC. AND TAKE ALL NECESSARY ACTION; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

8. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL COOPERATION AGREEMENT WITH THE MIAMI-DADE COUNTY PROPERTY APPRAISER AND MIAMI-DADE COUNTY TAX COLLECTOR TO ALLOW THE INCLUSION OF A CITY ASSESSMENT FOR STORMWATER SERVICES ON THE ANNUAL PROPERTY TAX BILL; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

9. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, ADOPTING AN UPDATED HONOR CODE; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

10. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AND EXECUTE AN INTERAGENCY AGREEMENT BETWEEN THE CITY OF OPA-LOCKA, FLORIDA AND MIAMI-DADE COUNTY / MIAMI-DADE POLICE DEPARTMENT, IN SUBSTANTIALLY THE SAME FORM ATTACHED HERETO AS EXHIBIT “A”, FOR ACCESS TO THE FLORIDA CRIMINAL JUSTICE NETWORK (“CJNET”), NATIONAL CRIME INFORMATION CENTER (“NCIC”), THE FLORIDA CRIME INFORMATION CENTER (“FCIC”), AND THE INTERSTATE IDENTIFICATION INDEX (“III”); PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

11. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AND EXECUTE A VOLUNTARY COOPERATION AND OPERATIONAL ASSISTANCE MUTUAL AID AGREEMENT (MAA) BETWEEN THE CITY OF OPA-LOCKA, FLORIDA AND THE CITY OF MIAMI GARDENS, FLORIDA, SUBSTANTIALLY IN THE FORM ATTACHED AS EXHIBIT “A”, FOR LAW ENFORCEMENT SERVICES AND RESOURCES; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

12. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A SETTLEMENT AGREEMENT WITH B & G OPA HOLDINGS, INC. AND B & G OPA LAND HOLDINGS, LLC; AUTHORIZING THE CITY MANAGER TO TAKE NECESSARY ACTION; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

13. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA EXPRESSING ITS DESIRE FOR IMMEDIATE TRANSFER OF CONTROL FROM MIAMI-DADE COUNTY TO THE CITY OF OPA-LOCKA UPON CREATION OF THE PINE TREE LAKE MULTIPURPOSE MAINTENANCE SPECIAL TAXING DISTRICT, PURSUANT TO SECTION 18-3.1 OF THE CODE OF MIAMI-DADE COUNTY; PROVIDING FOR TRANSMITTAL; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

Vote taken on Consent Agenda items can be viewed under Agenda Item 6 – Approval of the Consent Agenda.

14. NEW ITEMS:

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING AN AMENDMENT OF THE CARES ACT FUND INTERLOCAL AGREEMENT ENTERED INTO BY THE CITY OF OPA-LOCKA AND MIAMI-DADE COUNTY TO EXTEND THE AGREEMENT DEADLINE, AS DESCRIBED HEREIN; AUTHORIZING THE CITY MANAGER TO TAKE NECESSARY ACTION; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobbs.

It was moved by Commissioner Burke, seconded by Commissioner Taylor to pass the resolution.

Mayor Pigatt asked City Manager Pate to introduce the item.

City Manager Pate stated that this is simply a housekeeping item. The Manager explained that Miami-Dade County recently revised their Cares Act ordinance and modified the deadline, requiring all cities that currently have funding requests to amend their intergovernmental agreements. He added that this item authorizes the document which authorizes the Manager to approve the amendment that needs to go to Miami-Dade County so that they can continue reimbursing the City's funds.

Mayor Pigatt stated that he didn't get a clear statement and asked why this item is an emergency, and why it has to be passed at this Commission meeting.

City Manager Pate explained that this item is necessary to be passed this Commission meeting because the City is floating money. The Manager added that the City has not received all of its reimbursements for Cares Act programs such as the grocery gift cards. Because he is trying to be fiscally responsible with the state overseeing the City's finances, the Manager stated he felt it was prudent to get the reimbursements back as quickly as possible to fulfill his fiduciary responsibility.

Mayor Pigatt asked if everything is going to be submitted within the next two weeks.

City Manager Pate stated that everything has already been submitted, but a check will not be cut until the document referred to in the item is signed.

Mayor Pigatt stated that sounds good to him.

There being no further discussion, the resolution passed by a 5-0 vote.

Commissioner Burke	Yes
Commissioner Davis	Yes
Commissioner Taylor	Yes
Vice Mayor Williams	Yes
Mayor Pigatt	Yes

2. AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE IV, SECTION 22-81 OF THE CITY OF OPA-LOCKA'S LAND DEVELOPMENT REGULATIONS TO AMEND CERTAIN LANGUAGE REFERENCING SPECIAL EXCEPTION FOR ADULT BUSINESS OPERATIONS WITHIN THE I-2 ZONING DISTRICT; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR

CODIFICATION AND SCRIVENER'S ERRORS; CONFLICTS OF LAW; AND PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobbs.

It was moved by Commissioner Davis, seconded by Vice Mayor Williams to pass the resolution.

Mayor Pigatt asked City Manager Pate to introduce the item.

City Manager Pate deferred to Planning and Community Development Director Gay and City Attorney Norris-Weeks to introduce the item.

City Attorney Norris-Weeks stated that the item accompanies the settlement agreement that is on the consent agenda. The City Attorney noted that she thinks she has spoken with everyone about it. She explained that there is a Constitutional issue with respect to having a special exception designation related to issues and therefore it is necessary to remove it, so that there is not something in the City's code that is contrary to Supreme Court decisions on similar issues.

There being no further discussion, the motion passed first reading by a 5-0 vote.

Commissioner Davis	Yes
Commissioner Taylor	Yes
Vice Mayor Williams	Yes
Commissioner Burke	Yes
Mayor Pigatt	Yes

3. AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER IV, ARTICLE 1, SECTION 4-8 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES TO REDUCE CERTAIN DISTANCE REQUIREMENTS FOR ALCOHOL SALES AND CONSUMPTION WITHIN THE CITY; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

The above resolution was read by Assistant City Attorney Candice Cobbs.

It was moved by Commissioner Davis, seconded by Commissioner Taylor to pass the resolution.

Mayor Pigatt asked City Manager Pate to introduce the item.

City Manager Pate deferred to City Attorney Norris-Weeks to introduce the item.

City Attorney Norris-Weeks stated that similar to the last item, this item also relates to the settlement agreement that was alluded to earlier on the consent agenda. The City Attorney explained that this makes the City's code consistent with state statutory guidelines to allow for the use and eventual approval of adult entertainment businesses within the City.

Mayor Pigatt asked City Manager Pate and City Attorney Norris-Weeks how the 500 foot rule was determined.

City Attorney Norris-Weeks explained that the City's planning staff has a GIS system that provides them the capability of determining where businesses are located and how many feet of distance there is from other businesses. The City Attorney said that Planning & Community Development Director Gay can expound on the GIS system.

Planning & Community Development Director Gay reported that his department has been working closely with capital improvement on GIS capabilities, and have the ability to use a mapping service for certain properties. Director Gay explained that for the property being referred to in the settlement alluded to in the consent agenda, his department requested that a survey be done to determine the distance requirements for certain uses. He added that in-house, his department does its own mapping process through the GIS system, in order to make sure that businesses meet distance requirements.

Mayor Pigatt stated that the Commission is voting on cutting in half the distance that alcohol can be consumed or sold, from churches, parks and public schools. Acknowledging that it is a significant cut, the Mayor asked why the Commission as residents, has to cut the distance from 1,000 feet to 500 feet.

City Attorney Norris-Weeks explained that what the Commission is being asked to do is to pass the item at this Commission meeting, and that she thinks that by the time it comes up for second reading, it may be useful to have the Planning Department provide a mapping to show which properties would be affected by this change. The City Attorney added that this standard is set by Florida State Statute, and many other municipalities include those minimum requirements in their code.

Mayor Pigatt stated that it would be nice to see the map of the businesses that would be affected by the change to the distance that alcohol can be consumed or sold from churches, parks and public schools and that it is good to know that it is State Statute. The Mayor asked if the item being an ordinance required the Commission to have a public hearing.

City Attorney Norris-Weeks explained that the item is an ordinance because it changes an existing ordinance, and that under the law the public hearing would be held during the second reading.

Vice Mayor Williams asked Planning & Community Development Director Gay when the Commission will get access to the map of businesses affected by the change to the distance that alcohol can be consumed or sold from churches, parks and public schools.

Planning & Community Development Director Gay stated that his department already has some aspects mapped out, but he hopes to have the information available to the Commission next week, so that they can see the entire map and how the distance that alcohol can be consumed or sold from churches, parks and public schools will affect businesses in the City.

City Manager Pate recognized that Planning & Community Development Director Gay's staff is overtaxed, but asked him to map out the schools, churches and parks within 500 feet of all liquor stores in the City, to provide a bigger perspective to the Commission, rather than focusing on just one establishment.

Planning & Community Development Director Gay stated that his department will work with capital improvement to map the impact from both the perspective of the liquor stores that will be impacted as well as the churches, parks and schools that will be affected by the change in the distance that alcohol can be consumed or sold from those establishments.

Commissioner Taylor asked if the limit for the consumption or sale of alcohol no more than 500 feet from a church, park or school is part of the settlement agreement.

City Attorney Norris-Weeks explained that the change in ordinance would allow for the operation of the business that the City reached the settlement agreement with. The City Attorney added that as it stands right now, the code would have to be amended and that her office does not think it would fall into a grandfather provision.

Commissioner Taylor asked if once Klub 24 opens after the Commission passes this item, if it can be amended.

City Attorney Norris-Weeks stated that the ordinance could be amended once it is passed.

Mayor Pigatt acknowledged that many cities have adult entertainment facilities. Recognizing that this is going to be the first one in Opa-locka, the Mayor stated that he would like to see comprehensive legislation to regulate those businesses.

City Manager Pate stated that if Mayor Pigatt desires for his office to look at regulations in regards to adult entertainment facilities, he assured him that they can look into that for him.

City Attorney Norris-Weeks pointed out that some regulations in the land development code currently exist, which she had shared with Mr. Gay's department today. The City Attorney expressed that she hopes to enhance those things and bring it back for the Commission's

consideration at a future date not too far in the future, and assured the Mayor it would be by this summer.

There being no further discussion, the motion passed first reading by a 5-0 vote.

Commissioner Taylor	Yes
Vice Mayor Williams	Yes
Commissioner Burke	Yes
Commissioner Davis	Yes
Mayor Pigatt	Yes

15. PLANNING & ZONING:

A. PUBLIC

HEARINGS:

B. APPEALS:

16. ORDINANCES/RESOLUTIONS/PUBLIC HEARINGS:

A. FIRST READING ORDINANCE(S)/PUBLIC HEARING(S):

B. SECOND READING ORDINANCE(S)/PUBLIC HEARING(S):

C. RESOLUTION(S):

17. CITY MANAGER'S REPORT:

City Manager Pate provided the Commission an update on the operational audit.

Commissioner Taylor asked City Manager Pate if the Commission will be provided with the timeline for the operational audit.

City Manager Pate confirmed that he would send the operational audit timeline to the Commission the following morning.

Mayor Pigatt expressed that he was happy to see that the City is moving forward with the operational audit. The Mayor acknowledged that the Commission has been on top of Management to make sure that the audit is taken care of, and he asserted that now it is time to show their work. He asked the Manager to keep the Commission updated so that they make sure to do their part. Noting that the Manager mentioned submitting information for finding 17 by the 29th, and pointing out that is part of the event's policy, the Mayor asked if it is something that the Commission needs to speed up passage of to ensure that they comply with the request.

City Manager Pate stated that he does not think that is something that the Commission needs to call a special emergency meeting for, because his office and Budget Director Anathan are in constant dialogue with the

state. The City Manager assured Mayor Pigatt that if it is deemed required, that he will reach out to the Mayor and the Clerk to pull the Commission, but he does not think it is a requirement at this time.

Mayor Pigatt stated that whether or not it is a requirement makes it uncertain, but he is concerned that if the events policy is not completed in the time frame currently stipulated, that it may count against the City. The Mayor asked if the Commission needs to move their time frame up to get the events policy finalized.

Budget Director Anathan clarified that the special events policy will be submitted on the 19th, not the 17th and thus it is not quite as urgent as was being discussed. Director Anathan explained that he intended to submit the draft policy, which he characterized as comprehensive and which he believes indicates progress. Per the Director, it will be presented as a policy that has gone through a lot of evolution and is going to be firmed up within the next 15 days. He reported that the state has told him several times that they will look at everything as it stood as of February 28th, but as those things are improved, they will be brought to the state's attention and will be brought into the audit report. Based on Director Anathan's recommendation, he said he didn't think anything had to be done before next Monday.

Mayor Pigatt asked City Manager Pate to proceed with his report.

City Manager Pate gave special thanks to Vice Mayor Williams, Senator Shevrin Jones, Representative James Bush and Mayor Pigatt for coming together and getting the COVID-19 vaccination site open in the City. The City Manager reported that he received an email last week stating that the site would open no earlier or later than Wednesday, and then on Friday he was told that it was opening on Monday. He also shared that initially the state said they were going to handle the marketing and PR for the vaccination site, and their flyer was just released today, with the City's trilingual flyer having been released yesterday. The Manager told the Commission that City Clerk Flores is working with PR Consultant Modkins to duplicate the flyer and get it to the Commissioners. According to the Manager, the vaccination site averaged about 200 vaccinations between Monday and Tuesday, but he did not have the numbers for today and he is requesting similar daily reports to the ones that the City gets for the COVID-19 testing site.

Mayor Pigatt thanked Miami-Dade County Mayor Daniella Levine Cava, Vice Chair of the Miami-Dade Board of County Commissioners Oliver Gilbert, the Florida Department of Emergency Management, the Governor's office, and all of the Senators who helped to bring the COVID-19 vaccination site to Opa-locka. The Mayor stated that the City has been aggressive in making sure that citizens receive the testing, vaccines, grocery cards and everything they have needed throughout the international pandemic. He stressed the importance of the marketing of the vaccination site, so that we can put an end to the pandemic. He also asked about the status of the full report to the Commission on the City's employee performance system, which had been requested at the January 8th Commission workshop.

City Manager Pate committed to coordinating with Human Resource Director Kierra Ward on the employee performance system report, and will put it on the list of the many other requests to be done. The City Manager noted that Mayor Pigatt had just spoken with City Clerk Flores about a system to remind the City Manager's office to stay on task with requests, and he gave credit to Legislative Aide Randy Grice and City Clerk Flores who already regularly send out emails on tasks that the Commission is very specific about.

Mayor Pigatt asked for an update on the status of the City's pay plan.

City Manager Pate stated that the pay plan still has to be reviewed by the state and because the City is currently in the middle of collective bargaining agreement and union negotiations, it is not recommended to push forward with the pay plan because salaries are being discussed. The City Manager also noted that the pay plan will have an impact on the five-year plan, but that he will provide a timeline for the pay plan to be detailed to the Commission.

Mayor Pigatt recalled receiving an executive summary back in September of 2020 stating that a full report on code enforcement would be available within 45 days, including improvement recommendations, and asked for a status update on that report.

City Manager Pate explained that there were operational issues in regards to litigation and various other issues that came up with code enforcement in various other areas of the City. The City Manager offered to send out an email to the Commission in regards to those specific matters, but stated that he did not wish to bring that up at this point.

Mayor Pigatt stated that the Commission looks forward to seeing the information about code enforcement from City Manager Pate. The Mayor noted that there is no Sergeant of Arms at the Commission meeting, and that it is something that has been going on for a few meetings.

City Manager Pate assured Mayor Pigatt that there will be a permanent Sergeant of Arms going forward. The City Manager explained that because the Commission meetings don't have the volume of members of the public that they usually have, an officer is typically outside of the building for the protection of the Commission as they enter and leave the building, but he committed to making sure that there is an officer stationed inside the building as well.

Commissioner Taylor stressed that he would like to see the study for the special assessment of industrial zones in the City to raise revenue for infrastructure, and doesn't want that to be lost.

City Manager Pate recalled that City Attorney Norris-Weeks stated she needed to do some research, but he assured Commissioner Taylor that he will receive a call from both the City Attorney and the Manager in regards to the matter and they will provide him a timeline and the requirements.

Commissioner Davis recalled that he made a proposal based on the findings of the audit workshop and the recommendation to provide at bare minimum, quarterly but preferably monthly financial reports to be delivered to the Commission. He reminded the City Manager that this would provide the Commission with a comparison of their budgeted and actual spending, so that the Commission can understand the City's day-to-day spending. The Commissioner asked if the conversation with Financial Consultant Gerri Lazzarre has taken place about this.

City Manager Pate stated that he intended to have a conversation tomorrow with Financial Consultant Gerri Lazzarre about the proposal for monthly financial reports. The City Manager committed to Commissioner Davis that either he or Assistant City Manager George Ellis would call him about the matter. He explained that because of the financial emergency, the state sees the City's monthly expenditures and cash flow, which he said he has no problem delineating into a more structural report, once he understands the capabilities of Ms. Lazzarre's staff and the outdated systems that will be upgraded once the City catches up on the audits.

Commissioner Burke acknowledged that there is current litigation with code enforcement, but he asserted that the code enforcement investigation should have been completed by now, and that the Commission needs the report from the investigation.

18. OFFICIAL BOARD REPORTS:

There were none.

Mayor Pigatt asked City Clerk Flores which boards are currently meeting regularly.

City Clerk Flores reported that Planning & Zoning and the Historic & Environmental boards have been meeting.

Mayor Pigatt asked if the Chair of those boards or someone they appoint should be providing their reports to the Commission.

Clerk Flores explained that each board should have a board clerk that is responsible for providing reports.

Mayor Pigatt asked City Manager Pate who the board clerks are for the planning and historic preservation boards, and what the status of their reports is.

City Manager Pate stated that all of the boards are currently clerked and that both of those boards fall under the purview of Planning & Community Development Director Gay, adding that it is his administrative assistant Ms. Hall who clerks those boards. The City Manager asked Mr. Gay to have Ms. Hall provide monthly reports to the Commission on what comes out of the board meetings.

19. FUTURE AGENDA ITEMS:

There were none.

20. MAYOR/COMMISSION REPORTS:

Commissioner Burke provided a report on the Women's History Month luncheon. He jokingly stated that Vice Mayor Williams had ghosted him at the event, but acknowledged that she was sick on that day, and shared that all of the women employees were looking to see her at the event. The Commissioner expressed that it was a beautiful event that the employees enjoyed. He stated that those are some of the things he likes to do for employees, and he added that despite it sometimes being hard here, when it comes down to the wire, they are loved and what they do for the City is appreciated.

Commissioner Taylor reported that several weeks ago, he along with Legislative Aide Randy Grice and Parks & Recreation Department Director Delven Patterson attended a function with Bike 305. The Commissioner stated that while they almost didn't make it, they did successfully complete a 7-mile bike ride. He said that he is going to bring the program to the City on April 17th and is calling it the Opa-locka Spring Cycle. Stating that the flyer is being produced, he added that the goal is for everybody from the Opa-locka community to come together to ride bikes through the City.

Mayor Pigatt asked if Bike 305 provides bikes.

Commissioner Taylor stated that the event is B.Y.O.B., bring your own bike.

Commissioner Burke jokingly asked if three wheelers are allowed.

Commissioner Taylor jokingly said that they will have training wheels for Commissioner Burke.

Commissioner Burke noted that Easter is near and the month of April begins the following week, and that on behalf of the great City, the Parks Department and the Booster Club, there will be an Easter program to give away baskets to the kids of Opa-locka.

Commissioner Taylor jokingly said that during the toy drive, he never got his toy, so he wants to make sure his name is on the list to get his Easter basket.

Vice Mayor Williams reported that she feels much better after feeling sick on the day of the Women's History Month luncheon, and she thanked Mr. Grice for bringing her a plate of food. Sharing that she saw the photos from the event, she thanked everyone who helped celebrate the women of Opa-locka and the women who work for the City. She added that she received many text messages of thanks, and thanked Mrs. Natasha Irvin and her husband for the food which the Vice Mayor said was amazing and she expressed that the tradition definitely needs to be continued. Additionally, she stated that the celebration of Commissioner Barbara Jordan for which she was the mistress of ceremonies, was absolutely spectacular, with the unveiling of the new Barbara Jordan Way. The Vice Mayor said that she received a text message from someone who is not an Opa-locka resident, but who wanted her to recognize Officer Simon for going above and beyond in helping her to find her car keys. She acknowledged that those are the little things that don't get heard about, like the Mayor's cell phone being recovered after being left behind. Recognizing Officer Simon, she thanked the Commission.

Commissioner Davis clarified that the Easter event he is partnering with Commissioner Burke on will be on April 3rd and will be a drive-thru event because of the COVID-19 pandemic. The Commissioner reported that he got 80 more baskets for the event from business owners that he has reached out to, and who have donated in support of the event. He stated that he didn't want to do a separate event and wanted to combine resources to make the event more impactful. Expressing thanks to the Booster Club for sponsoring and leading the event, he said that he is looking forward to having the families and youth of Opa-locka come out and enjoying the event. After reporting that he was recently appointed to the Miami-Dade Transportation Planning Organization as a representative of the Miami-Dade League of Cities, he said that he is a firm believer of not wasting his seat at the table and looks forward to representing the City well. The Commissioner shared his hope that what was promised to the community, will come to fruition in the form of the SMART Plan and mass transit for Miami-Dade County.

Commissioner Burke apologized to Commissioner Davis because it completely slipped his mind that he had partnered with him on the Easter basket event. The Commissioner acknowledged that more is better and that he is glad to have Commissioner Davis aboard for the event that is for the kids of the great City of Opa-locka.

Mayor Pigatt thanked the Commissioners for their reports and for what they are doing in the community to represent the voters. The Mayor specifically thanked Commissioner Burke and Vice Mayor Williams for organizing the Women's History Month luncheon, Commissioner Davis and Commissioner Burke for

organizing the Easter basket event, Commissioner Taylor for organizing the Opa-locka Spring Cycle event and for his work with local universities to get more resources for the City's parks, and Vice Mayor Williams for being the mistress of ceremonies at the event to unveil Barbara Jordan Way. He urged that everyone spread the word about the City's COVID-19 vaccination site, which he acknowledged was fought hard for because of the disparity of vaccines in the community. Noting that there has been a limited line at the COVID-19 vaccination site, the Mayor pointed out that the way to ensure that it stays in the City of Opa-locka, is to ensure it is utilized. The Mayor also reported on a conversation with Morris Copeland, the newly appointed Community Service Officer for Miami Dade-County, who expressed he is more than willing to have a meeting in the City of Opa-locka that the City Manager is coordinating, to see what can happen in the City. He also recalled having a meeting with the African American Mayors Association with Vice President Kamala Harris and Transportation Secretary Pete Buttigieg about the needs of local cities. The Mayor reported that Congresswoman Frederica Wilson is meeting with the Transportation Secretary tomorrow and asked for talking points provided by Public Works Director Austin, on Opa-locka's infrastructure projects, so that she can get federal dollars down to the community. Those are the things the Mayor said are underway, and that he wants to make sure happen in the City.

21. OFFICIAL BOARD APPOINTMENTS:

There were none.

Mayor Pigatt asked City Manager Pate if it was possible to market the availability of board positions in the City of Opa-locka on social media, through the water bill or whatever means possible.

City Manager Pate stated that while it does not fall under his purview, he will work with Clerk Flores to figure out a methodology.

22. ADJOURNMENT:

There being no further business to come before the City Commission, it was moved by Commissioner Burke, seconded by Commissioner Taylor to adjourn the meeting at 9:10 p.m.

Matthew A. Pigatt
Mayor

Attest:

Joanna Flores, CMC
City Clerk

PUBLIC PRESENTATION

Diane Darden

From: Joanna Flores
Sent: Tuesday, April 6, 2021 4:21 PM
To: Diane Darden
Subject: FW: Special Olympics Florida - Request for City Funding
Attachments: City Funding Proposal - Miami.pptx

From: Daniel Salazar [mailto:danielsalazar@sofl.org]
Sent: Monday, April 5, 2021 11:48 AM
To: Joanna Flores <jflores@Opalockafl.gov>
Cc: Kristy Conboy <kristyconboy@sofl.org>
Subject: Re: Special Olympics Florida - Request for City Funding

This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected emails. If if this is a suspicious message please contact itsupport@opalockafl.gov

Hi Joanna,

Happy Monday to you as well. We would love to be on the agenda for the April 14th meeting at 7:00PM. We would like to attend virtually due to COVID-19 reasons. We have staff that are ready to present in front of the council city members. If you could please provide the Zoom link for your upcoming agenda meeting, that would be great.

I am also wondering since this is only a three-minute presentation if we are able to share our screens and present a few slides from the attached PowerPoint presentation to the city council members? If not, would it be possible for you to share this material with your council city members so that they can go through it as we are presenting? Please let me know what are the guidelines as far as presenting our materials and if you are able to share this material with the other city council members.

Thank you for the update and I look forward to hearing from you soon.

Warmly,

From: Joanna Flores <jflores@Opalockafl.gov>
Sent: Monday, April 5, 2021 8:50 AM
To: Daniel Salazar <danielsalazar@sofl.org>
Subject: RE: Special Olympics Florida - Request for City Funding

[EXTERNAL EMAIL: This email is from outside the company. Please use caution when opening links and attachments.]

Good morning – Happy Monday,

Our next city commission meeting is scheduled for April 14, 2021 at 7:00 p.m. Please let me know if this date works for you and I will include on the agenda. You may make your presentation in person or virtual. If your presentation will be

made virtually, I will provide the zoom information as we get closer to the meeting date. Please keep in mind that there is a 3 minute time limit for public presentation at commission meetings.

Please advise.

Thank you,

Joanna Flores, CMC

City Clerk

City of Opa-locka

780 Fisherman Street, 4th Floor

Opa-locka, FL 33054

Tele: (305) 953-2800

Cell: (786) 877-4038

Email: jflores@opalockafl.gov

Website: www.opalockafl.gov

From: Daniel Salazar [<mailto:danielsalazar@sofl.org>]

Sent: Thursday, April 1, 2021 10:18 AM

To: Joanna Flores <jflores@Opalockafl.gov>

Subject: Special Olympics Florida - Request for City Funding

This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected emails. If if this is a suspicious message please contact itsupport@opalockafl.gov

Dear Joanna,

I hope this email finds you well. My name is Daniel Salazar and I am the Development Assistant at Special Olympics Florida. The reason I am reaching out to you is that we are looking for city funding for Special Olympics Florida, and we would like to get on the agenda for the next upcoming meeting. Is there any information you could provide about your next meeting and what the appropriate next steps would be to get on the agenda? Any help would be greatly appreciated.

Attached is the PowerPoint presentation that contains our town funding proposal to give you an overview of how this funding from your town will benefit our Special Olympics Athletes in the city of Opa-Locka and we also provided data that we've gathered since last year.

Please let me know if you have any questions or concerns about our request. Thank you for your time and consideration. I look forward to hearing from you soon.

Warm Regards,

Daniel Salazar

Development Assistant

Special Olympics Florida

M (305) 910-3255

www.specialolympicsflorida.org

444 Brickell Avenue, Suite 335 Miami, Florida 33131

Special Olympics Florida Miami-Dade County

City Funding Proposal

Special Olympics
Florida



Our Mission



The mission of Special Olympics is to provide year-round sports training and athletic competition in a variety of Olympic-type sports for children and adults with intellectual disabilities, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy and participate in a sharing of gifts, skills and friendship with their families, other Special Olympics athletes and the community.



Our Purpose



The Special Olympics mission remains as vital today as it did when the movement was founded in 1968. Special Olympics strives to create a better world by fostering the acceptance and inclusion of all people.

Through the power of sports, people with intellectual disabilities discover new strengths and abilities, skills and success. Our athletes find joy, confidence and fulfillment -- on the playing field and in life. They also inspire people in their communities and elsewhere to open their hearts to a wider world of human talents and potential.

There are as many as 200 million people with intellectual disabilities around the world. Our goal is to reach out to every one of them – and their families as well. Special Olympics does this through a wide range of trainings, competitions, health screenings and fund-raising events. We also create opportunities for families, community members, local leaders, businesses, law enforcement, celebrities, dignitaries and others to band together to change attitudes and support athletes.

Programs



YAP

Young Athletes is an innovative sports play program for children ages 2-7 with intellectual disabilities and developmental disabilities and their peers, designed to introduce them into the world of sports. The benefits to this program have been proven worldwide. First and foremost, these activities will help the children improve physically, cognitively and socially. This program will also raise awareness of the Special Olympics program and serve as an introduction to the resources and support available within Special Olympics Florida to families, agencies, and schools.

Little Elites

Little ELITES (Elementary Level Introduction To Entry-level Sports) is a sports program that bridges the gap between Special Olympics Young Athletes (ages 2-7) and competitive Special Olympics sports (ages 8+) concepts and models. The program is ideal for children in 2nd through 5th grade who have an intellectual disability (ID) or developmental disability (DD) diagnosis.

Motor Activity Training Program

Designed for those athletes with severe disabilities whose physical and/or behavioral limitations preclude participation in traditional Special Olympics team and individual sports competitions.

Special Olympics Florida – Miami-Dade County Sports



Alpine Skiing	Cheerleading	Gymnastics	Swimming
Athletics	Cycling	Powerlifting	Tennis
Basketball	Equestrian	Soccer	Unified Flag Football
Bocce	Flag Football	Softball	Volleyball
Bowling	Golf	Stand Up Paddle	

There is no cost to any athlete to join Special Olympics Florida or to compete in any of the competitions. Most costs associated with state competitions, such as meals, awards and housing, are covered by Special Olympics Florida. County programs cover the costs of training, uniforms and travel for all levels of competition.

The cost to Special Olympics per athlete to participate per year is \$350. Athletes participate in four seasons per year, choosing one

Average athlete participates in (1) sport per season/4 per year	4 sports/yr.
Each sport consist of (10) weeks of training - (1) x/week	40 days
Each sport ends with (1) day of county competition	4 day
Total support per athlete (44 out of 52 weeks of the year)	44 weeks

Healthy Athletes



In 1997, Special Olympics Healthy Athletes® began offering free health screenings and education to Special Olympics athletes in a welcoming, fun environment. Since then, we have delivered over 2 million free health screenings and trained more than 280,000 health professionals and students to treat people with intellectual disabilities. Moreover, Special Olympics Programs have been able to expand their reach of Healthy Athletes, by offering 123,896 screenings since 2016 in new locations or in new disciplines. We offer health screenings in eight disciplines:

- MedFest (history and physical exam)
- Special Olympics Lions Clubs International Opening Eyes (vision/eye health)
- Healthy Hearing (audiology)
- Special Smiles (dentistry)
- Health Promotion (prevention and nutrition)
- Strong Minds (emotional health)
- FUNfitness (physical therapy)
- Fit Feet (podiatry)



Program Overview



MIAMI-DADE IMPACT SUMMARY

*Sport Participants	2,064
**Remaining Participants	1,116
Little Elites	1,416
YAP	3,362
MATP	845
TOTAL PARTICIPANTS	8,803

Healthy Athlete Screening	885
Class A Volunteers	680
Coaches	509



*Participants included in the "Sport Participants by City-Zip" sheet (2064 total)

**Participants who...

1. Had Medicals/Class A forms on file (being counted in Broward's total), but did not participate in a sport in 2019 OR
2. They did not reside in any of the cities/zip codes in that list OR
3. They are "School Roster Only" participants and we do not track their address information

Athletes who received Health Screenings

Healthy Athletes



Despite a mistaken belief that people with intellectual disabilities receive the same or better health care than others, Special Olympic athletes are amongst the most medically underserved groups in the world. They typically receive sub-standard care or virtually no health care at all.

Out of a team of 10 athletes:

- 2** have never had an eye exam
- 4** need a new prescription for glasses
- 2** have potential hearing loss
- 4** have untreated tooth decay and 1–2 are in need of urgent dental care
- 2–3** have low bone density
- 6** are overweight or obese and at risk for chronic health conditions
- 5** have problems with strength, 6 have problems with flexibility, placing them at risk for injury
- 5** have at least one kind of skin or nail condition



2019 Miami-Dade Athlete Health Screening



Screening	Average cost of screening in FLA	Screenings administered in 2019	Average Cost
Dental	\$ 288.00	334	\$ 96,192.00
Eyes	\$ 75.00	88	\$ 6,600.00
Feet	\$ 153.00	96	\$ 14,688.00
Fun Fitness	\$ 87.50	76	\$ 6,650.00
Health Promotions	\$ 100.00	67	\$ 6,700.00
Hearing	\$ 162.50	81	\$ 13,162.50
Medfest	\$ 140.00	31	\$ 4,340.00
Strong Minds	\$ 450.00	112	\$ 50,400.00
TOTALS		885	\$ 198,732.50

The average cost per exam given \$209.54

Miami-Dade County Expenditures By City



MIAMI-DADE: SPORT PARTICIPANTS BY CITY

CITY	Alpine Skiing	Athletics	Basketball	Bocce	Bowling	Cheer	Cycling	Equestrian	Flag Football	Soccer	Golf	Gym - Art.	Gym - Rhy.	Powerlifting	Softball	SUP Stand Up Paddle	Swimming	Tennis	Unified Flag Football	Volleyball	*Unique Total	Sport \$350/yr	**Screening TOTAL	Health Average \$209.54	***Total spent in City
Aventura				2	2																2	\$ 700.00	1	\$ 209.54	\$ 909.54
Bal-Harbour		1			1					1											1	\$ 350.00	3	\$ 628.62	\$ 978.62
Bay Harbor Islands			3		1					1					2		1				3	\$ 1,050.00	7	\$ 1,466.78	\$ 2,516.78
Coral Gables		8	16	3	9					13	2	1			3	1	4	2	1		29	\$ 10,150.00	13	\$ 2,724.02	\$ 12,874.02
Cutler Bay		2	16	2	13	1				13	8	6			1	2		1	1	1	25	\$ 8,750.00	10	\$ 2,095.40	\$ 10,845.40
Doral		3	31		18	1				35	16	1				12	3	8	9	1	46	\$ 16,100.00	28	\$ 5,867.12	\$ 21,967.12
Florida City		4	12	5	13				5	7	13	4			2			7		1	19	\$ 6,650.00	1	\$ 209.54	\$ 6,859.54
Hialeah		14	143	35	80				3	129	71				3	41		7	19		200	\$ 70,000.00	60	\$ 12,572.40	\$ 82,572.40
Hialeah Gardens		1	17	2	9					14	5				2		1	2			19	\$ 6,650.00	7	\$ 1,466.78	\$ 8,116.78
Hollywood		2	2		1												1				4	\$ 1,400.00	0	\$ -	\$ 1,400.00
Homestead		31	147	27	93	7			12	77	63	17	1		1	20	1	13	37	16	208	\$ 72,800.00	51	\$ 10,686.54	\$ 83,486.54
Key Biscayne					1					2	1					1			1	2	4	\$ 1,400.00	6	\$ 1,257.24	\$ 2,657.24
Miami	1	205	913	108	540	26	7		36	700	305	49	7		14	201	9	91	187	52	1316	\$ 460,600.00	647	\$ 135,572.38	\$ 596,172.38
Miami Beach		5	23	2	13					23	2	1				5		3	2	1	36	\$ 12,600.00	4	\$ 838.16	\$ 13,438.16
Miami Gardens		19	35	3	19				1	20	15				4			7	2		46	\$ 16,100.00	23	\$ 4,819.42	\$ 20,919.42
Miami Lakes		1	13	1	7					10	9				3		1	1			17	\$ 5,950.00	2	\$ 419.08	\$ 6,369.08
Miami Shores		1	1		1										1			1	1		2	\$ 700.00	0	\$ -	\$ 700.00
Miami Springs		1	5	1	1					3	1				1						5	\$ 1,750.00	1	\$ 209.54	\$ 1,959.54
North Miami		5	12		7					8	1				2			2			14	\$ 4,900.00	7	\$ 1,466.78	\$ 6,366.78
North Miami Beach		4	14		6					5	2					1		1	2		18	\$ 6,300.00	2	\$ 419.08	\$ 6,719.08
Opa Locka		9	20	3	9					8	9				1				3		29	\$ 10,150.00	5	\$ 1,047.70	\$ 11,197.70
Palmetto Bay			6	2	5	1				3	2	1				4	1	1		1	12	\$ 4,200.00	7	\$ 1,466.78	\$ 5,666.78
Pinecrest			2		1					1											2	\$ 700.00	0	\$ -	\$ 700.00
South Miami					1						1							2			2	\$ 700.00	0	\$ -	\$ 700.00
Sunny Isles Beach			2							1											2	\$ 700.00	0	\$ -	\$ 700.00
Surfside				2	1											1					3	\$ 1,050.00	0	\$ -	\$ 1,050.00
TOTAL	1	316	1435	197	851	36	7	0	57	1074	526	80	8	19	309	15	135	283	76	56	2064	\$ 722,400.00	885	\$ 185,442.90	\$ 907,842.90

*Participants are counted one time for each sport they participate in. They are only counted ONE time in the "**UNIQUE TOTAL" column. For example, if an athlete participates in Soccer and Basketball, they will be counted once under soccer and once under basketball. However, they will only be counted ONE time in the "**UNIQUE TOTAL" (column V)

** Total spent in city for athlete screenings

***Total spent by Special Olympics to support each athlete in referenced city



Requested Support

Special Olympics serves over 8,800 athletes in Miami-Dade County with Intellectual Disabilities such as Down Syndrome, the entire Autism spectrum, Cerebral Palsy and more.

Our organization is requesting financial support for in order to successfully provide year-round sports training and health services to the growing population of people with Intellectual Disabilities in the City of Opa-locka.

CITY	*Unique Total	Sport \$350/yr	**Screening TOTAL	Health Average \$209.54	***Total spent in City
Aventura	2	\$ 700.00	1	\$ 209.54	\$ 909.54

*Participants are counted one time for each sport they participate in. They are only counted ONE time in the "*UNIQUE TOTAL" column. For example, if an athlete participates in Soccer and Basketball, they will be counted once under soccer and once under basketball. However, they will only be counted ONE time in the "*UNIQUE

** Total spent in city for athlete screenings

***Total spent by Special Olympics to support each athlete in referenced city

Thank you for your time and consideration. For more information,
please visit us at

www.SpecialOlympicsFlorida.org

CONSENT AGENDA

Sponsored by: City Manager

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, EXTENDING AN AGREEMENT WITH TRIMERGE CONSULTING GROUP, P.A., FOR A THREE-MONTH PERIOD; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka ("City") previously solicited quotes from the Miami-Dade County Management Consulting Services Pool to obtain Certified Public Accountant Services and on June 9, 2017, one company submitted a sealed quote in response to RFQ No. 17-0609200; and

WHEREAS, the City Commission authorized the negotiation of an Agreement with TriMerge Consultant Group, P.A. ("TriMerge") on June 14, 2017 through Resolution 17-9375 and later entered into a new Agreement with TriMerge on October 30, 2019 through Resolution 19-9711. The latter Agreement expired on September 30, 2020. The City Commission subsequently authorized a first amendment of the Agreement with TriMerge Consultant Group, P.A. extending the Agreement for an additional six (6) month period on September 30, 2020 through Resolution 20-9812; and

WHEREAS, the Agreement between TriMerge Consulting Group, P.A. and City expired on March 31, 2021 and the parties desire to extend the existing agreement for a three (3) month term on an emergency basis and on the same terms and conditions as the existing agreement.

WHEREAS, the City Commission finds that it is in the best interest of the City to approve the second amendment to the Agreement with TriMerge Consultant Group, P.A., attached hereto as Exhibit "A".

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. RECITALS ADOPTED.

The recitals to the preamble herein are incorporated by reference.

Section 2. AMENDING AGREEMENT

The City hereby authorizes the extension of an Agreement with TriMerge Consultant Group, P.A., attached as Exhibit "A", for an additional three (3) month period.

Resolution No. _____

Section 3. AUTHORIZATION

The City Commission hereby authorizes the City Manager to execute an extension with TriMerge Consultant Group, P.A. on the same terms and conditions of the existing agreement and in a form acceptable to the City Attorney.

Section 4. SCRIVENER'S ERRORS.

Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent may be authorized by the City Manager, or the City Manager's designee, without need of public meeting.

Section 5. EFFECTIVE DATE.

This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED AND ADOPTED this _____ day of April, 2021.

Matthew A. Pigatt, Mayor

ATTEST:

Joanna Flores, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

Resolution No. _____

VOTE:

Commissioner Burke	_____ (Yes)	_____ (No)
Commissioner Davis	_____ (Yes)	_____ (No)
Commissioner Taylor	_____ (Yes)	_____ (No)
Vice-Mayor Williams	_____ (Yes)	_____ (No)
Mayor Pigatt	_____ (Yes)	_____ (No)



City of Opa-locka Agenda Cover Memo

City Manager:	John E. Pate		CM Signature:	<i>John E. Pate</i>	
Commission Meeting Date: (Enter X in box)	April 14, 2021		Item Type:	Resolution	Ordinance
			(Enter X in box)	X	
Fiscal Impact: (Enter X in box)	Yes	No	Ordinance Reading: (Enter X in box)		1st Reading
	X		Public Hearing: (Enter X in box)		Yes No
Funding Source: Account# :	(Enter Fund & Dept) Ex: Government and Enterprise Fund		Advertising Requirement: (Enter X in box)		Yes
					No
17-513312					
61-513340					X
Contract/P.O. Required: (Enter X in box)	Yes	No	RFP/RFQ/Bid#:		
	X				
Strategic Plan Related (Enter X in box)	Yes	No	Strategic Plan Priority Area: Public Safety ☐ Bus. & Economic Dev ☐ Enhance Organizational ☒ Quality of Education ☐ Qual. of Life & City Image ☒ Communication ☐		Strategic Plan Obj./Strategy: (list the specific objective/strategy this item will address)
		X			
Sponsor Name City Manager's Office			Department:		

Short Title:

A resolution authorizing the City Manager to execute an agreement with TriMerge Consulting Group, PA for financial professional staffing and various other services.

Staff Summary:

The City is operating without financial management and does not have an employed Finance Director and Grants Manager.

In tackling the City's fiscal affairs (coordinating, managing and controls), the financial emergency, addressing financial matters of the Auditor General findings, financial and compliance audits both current and past due, technical support and advisory to management and the City Commission, day-to-day operations, both supervision and management, performance evaluations, budgetary development support, monitoring TRIM legislation support, managing the accounting for the general ledger and fund accounting, adhering to Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB) statements applicable to the City in addition to the Financial Accounting Standards Board (FASB) statements that are applicable, along with interpretation and implementation of these standards in which the City must comply with for financial accounting and reporting compliance, adhering to Florida Statutes with respect to financial matters affecting the City, grant accounting and compliance with regulatory bodies, laws and rules.

Financial Impact – This agreement is for a three-month period and is based on hours worked each month. The budget for this service for the full year has been stabled as \$150,000 in Finance (Other Professional Services – 17-513312) and \$100,000 in Water-Sewer Finance (Other Contracted Services – 61-5133400 which is sufficient to cover the duration of this agreement.

Proposed Action:

Staff recommends the approve of this request to engagement in a contract for these services with TriMerge Consulting Group, P.A. to provide temporary professional financial management and leadership to the City until a permanent solution is recommended.

Attachment:

See attachment (Agreement)

**SECOND AMENDMENT TO AGREEMENT BETWEEN
THE CITY OF OPA-LOCKA AND
TRIMERGE CONSULTING GROUP, P.A.**

THIS SECOND AMENDMENT TO AGREEMENT is made this _____ day of _____, 2021, by and between TRIMERGE CONSULTING GROUP, P.A., and CITY OF OPA-LOCKA, FLORIDA (the "CITY"), a Florida municipal corporation.

WHEREAS, the City of Opa-Locka ("City") entered into an Agreement for temporary professional accounting staffing services as set forth in the Agreement; and

WHEREAS, the prior Agreement has expired and the parties desire to amend Article 10.1 of the Agreement in order to extend the contract for an additional three-month term ending June 30, 2021; and

WHEREAS, the City Commission desires to authorize the City Manager to execute the Second Amendment to the Agreement between CITY and TRIMERGE CONSULTING GROUP, P.A, as set forth herein.

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth herein, the parties hereby agree as follows:

1. The foregoing recitals are true and correct and incorporated herein by reference. Terms not defined herein shall have the same meaning as ascribed to them in the Agreement.
2. Article 10, Section 10.1 and 10.2 entitled "Term and Termination", shall be amended to read as follows with all other provisions of the Agreement remaining the same:

ARTICLE 10
TERM AND
TERMINATION

10.1 This Agreement shall commence upon the effective date and end on ~~March 31, 2021~~ June 30, 2021.

10.2 The City or Contractor may terminate this agreement with thirty (30) days notice to the other at the addresses set forth in Paragraph 11.7 of this Agreement.

Except as modified by this Amendment and previously, the Agreement remains unmodified and in full force and effect in accordance with the terms thereof, and the CITY and the hereby ratifies, confirms, and adopts the Agreement as amended herein.

IN **WITNESS WHEREOF**, CITY and TRIMERGE CONSULTING GROUP, P.A, have caused this Second Amendment to be executed on the date first above written.

ATTEST
OPA-LOCKA CITY CLERK

CITY OF OPA-LOCKA

BY: _____
CITY CLERK

BY: _____
CITY MANAGER

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**

BY: _____
CITY ATTORNEY

IN WITNESS WHEREOF, CITY and TRIMERGE CONSULTING GROUP,
P.A, have caused this Amendment to be executed on the date first above written.

CONTRACTOR

WITNESSES:

BY: _____
GERALDINE LAZARRE

ATTEST

SECRETARY

STATE OF FLORIDA
COUNTY OF MIAMI-DADE COUNTY)

BEFORE ME, an officer duly authorized by law to administer oaths and take
acknowledgements, personally appeared _____ as
_____, of _____ a Florida corporation, and
acknowledged executed the foregoing Contract as the proper official of
_____, for the use and purposes mentioned in it and affixed the official
seal of the corporation, and that that the instrument is the act and deed of that
corporation.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State
and County aforesaid on this ___ day of _____, 2021.

NOTARY PUBLIC

My Commission Expires:

AGREEMENT

THIS IS AN AGREEMENT, dated the 30 day of October, 2019, between:

CITY OF OPA-LOCKA, a Florida municipal corporation, hereinafter
"CITY,"

and

TRIMERGE CONSULTING GROUP, P.A.
a company, authorized to do business in the State of Florida, hereinafter
"CONTRACTOR."

WITNESSETH:

In consideration of the mutual terms and conditions, promises, covenants, and payments hereinafter set forth, CITY and CONTRACTOR agree as follows:

ARTICLE 1 PREAMBLE

In order to establish the background, context and form of reference for this Contract and to generally express the objectives, and intentions, of the respective parties herein, the following statements, representations and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow and may be relied upon by the parties as essential elements of the mutual considerations upon which this Contract is based.

1.1 CITY is in immediate need of a contractor for temporary professional accounting staffing services as set forth in this Agreement.

1.2 CITY desires to contract with a professional company with the knowledge and ability to perform the services sought.

1.3 CITY has worked with CONTRACTOR and the prior contract has expired.

ARTICLE 2 SCOPE OF WORK

2.1 CONTRACTOR shall furnish all of the materials, tools, supplies, and labor necessary to perform all of the work described in Exhibit "A" ("Work").

2.2 CONTRACTOR hereby represents to CITY, with full knowledge that CITY is relying upon these representations when entering into this Contract with CONTRACTOR, that CONTRACTOR has the professional expertise, experience and manpower to perform the services to be provided by CONTRACTOR pursuant to the terms of this Agreement.

2.4 CONTRACTOR assumes professional and technical responsibility for performance of its services to be provided hereunder in accordance with applicable recognized professional standards and relevant Florida Statutes.

ARTICLE 3
COMMENCEMENT OF SERVICES

3.1 The CONTRACTOR shall commence Work upon the effective date stated and pursuant to the resolution approving same.

ARTICLE 4 CONTRACT SUM

4.1 The CITY hereby agrees to pay CONTRACTOR for the faithful performance of this Contract as follows:

CONTRACTOR shall bill invoices on a monthly basis and provide periodic invoices to the City based on the hours of work completed by personnel on a monthly basis, during the course of the engagement upon the rate and terms as presented below with the City of Opa-locka. Invoices will include service for the work provided, which shall be hours of work completed by personnel as set forth herein.

TriMerge Consulting Group, PA

Customer: City of Opa-locka

**Request for Technical Assistance for Certified Public
Accountant Services through**

Temporary Professional Staffing Business Unit

Classification	Standard Hourly Bill Rate	Discount	Staffing Hourly Bill Rate
Partner Level -[CPA]	\$ 225	40%	\$ 139.05
Senior Manager Level - [CPA]	\$ 175	40%	\$ 108.15
Manager Level - [CPA]	\$ 150	40%	\$ 92.70
Manager Level	\$ 145	40%	\$ 89.61
Senior Level	\$ 140	60%	\$ 57.68
Staff Associate Level	\$ 125	60%	\$ 51.50
Administrator Level	\$ 95	60%	\$ 39.14

Reimbursement for Out of Pocket Cost (*Approved*)

Service fees do not include out-of-pocket expenses advanced on behalf of the CITY by the CONTRACTOR, any out-of-pocket expenses incurred must be approved by the CITY in

advance.

Services may be terminated for nonpayment. This engagement does not contemplate any services not specifically included in this letter in advance.

4.2 CONTRACTOR shall be solely responsible for and shall provide for the payment of workers compensation insurance coverage and premium, and all other insurance pursuant to Article 5 below, withholding taxes, FICA, pension and profit sharing contributions, retirement contributions, if any, all remunerations; all labor, contract compliance, and all other charges, fees, permits and expenses associated with the employment of such personnel provided by CONTRACTOR hereunder. CITY shall bear no responsibility for any such charge, fees, permits or expenses associated with the employment of such personnel by CONTRACTOR.

4.3 Payment to CONTRACTOR for all tasks and charges under this Contract shall be in accordance with the following conditions:

- A. Disbursements. There are no reimbursable expenses associated with this Contract unless otherwise approved in writing.
- B. Payment Schedule. Invoices received from CONTRACTOR pursuant to this Contract will be reviewed by the City Manager.
- C. Availability of Funds. CITY's performance and obligation to pay under this Agreement is contingent upon an annual appropriation for its purpose by the City Commission.
- D. Prompt Pay. Payment is due within 30 days.

4.4 The making and acceptance of the final payment shall constitute a waiver of all claims by the CITY other than those arising from unsettled liens, or from unknown failure of the Work to comply with the requirements of the Exhibit A. It shall also constitute a waiver of all claims by the CONTRACTOR, except those previously made and still unsettled.

ARTICLE 5 CONTRACTOR'S LIABILITY INSURANCE

5.1 The CONTRACTOR shall neither commence Work under this Contract until he has obtained all insurance required under this paragraph and such insurance has been approved by the CITY nor allow any Subcontractor to commence work on its subcontract until all similar such insurance required of the subcontractor has been obtained and approved.

5.2 Certificates of insurance, reflecting evidence of the required insurance, shall be filed with the City prior to the commencement of the Work. These Certificates shall contain a provision that coverage afforded under these policies will not be canceled until at least thirty days (30) prior written notice has been given to the CITY. Policies shall be issued by companies authorized to do business under the laws of the State of Florida.

5.3 Financial Ratings must be no less than "A" in the latest edition of "Bests Key Rating Guide", published by A.M. Best Guide.

5.4 The CONTRACTOR shall hold the CITY, its agents, and employees, harmless on account of claims for damages to persons or tangible property arising out of the negligent acts or omissions of Contractor or its Subcontractors in the performance of the Work and name the CITY as an additional insured under their Comprehensive General Liability insurance policy.

5.5 The CITY reserves the right to require any other insurance coverage it deems necessary depending upon the exposures.

ARTICLE 6 CONTRACTOR'S INDEMNIFICATION

6.1 The CONTRACTOR agrees to release the CITY from and against any and all liability and responsibility in connection with the losses caused by CONTRACTOR'S negligent act or omissions. The CONTRACTOR further agrees not to sue or seek any money or damages from CITY in connection with losses caused by CONTRACTOR'S negligent act or omissions, except in the event that the CITY fails to pay to CONTRACTOR the fees and costs as provided for in Article 4 herein.

6.2 The CONTRACTOR agrees to indemnify and hold harmless the CITY, its trustees, elected and appointed officers, agents, servants and employees, from and against any and all claims, demands, or causes of action of whatsoever kind or nature, and the resulting losses, costs, expenses, reasonable attorneys' fees, liabilities, damages, orders, judgments, or decrees, sustained by the CITY or any third party arising out of, or by reason of, or resulting from the CONTRACTOR's negligent acts, errors, or omissions.

6.3 If a court of competent jurisdiction holds the CITY liable for certain tortuous acts of its agents, officers, or employees, such liability shall be limited to the extent and limit provided in 768.28, Florida Statutes. This provision shall not be construed as a waiver of any right or defense that the CITY may possess. The CITY specifically reserves all rights as against any and all claims that may be brought.

6.4 If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation. The costs of any mediation proceeding shall be shared equally by all parties.

ARTICLE 7 INDEPENDENT CONTRACTOR

7.1 This Contract does not create an employee/employer relationship between the parties. It is the intent of the parties that the CONTRACTOR is an independent contractor under this Contract and not the CITY's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers Compensation Act, and the State unemployment insurance law. The CONTRACTOR shall retain sole and absolute discretion in the judgment of the manner and means of carrying out the CONTRACTOR's activities and responsibilities hereunder provided. This Contract shall not be construed as creating any joint employment relationship between the CONTRACTOR and the CITY and the CITY will not be liable for any obligation incurred by CONTRACTOR, including but not limited to unpaid minimum wages and/or overtime premiums.

ARTICLE 8 CONTRACT BOND

8.1 There shall be no bond requirements for this Contract.

ARTICLE 9 CHANGES TO SCOPE OF WORK AND ADDITIONAL WORK

9.1 CITY or CONTRACTOR may request changes that would increase, decrease or otherwise modify the Scope of Services/Basic Services to be provided under this Agreement as described in Exhibit A, as long as such changes are in writing and are approved by the City Commission.

ARTICLE 10 TERM AND TERMINATION

10.1 This Agreement shall commence upon the effective date and end on September 30, 2020.

10.2 It is the City's intent is to issue a Request for Proposals (RFP) for financial services, on permanent basis, within 60-90 days following the Resolution approving this Agreement. The City or Contractor may terminate this agreement with thirty (30) days notice to the other at the addresses set forth in Paragraph 11.7 of this Agreement.

ARTICLE 11 MISCELLANEOUS

11.1 Legal Representation. It is acknowledged that each party to this Contract had the opportunity to be represented by counsel in the preparation of this Contract and, accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply due to the joint contribution of both parties.

11.2 Assignments. This Contract, or any interest herein, shall not be assigned, transferred or otherwise encumbered, under any circumstances, by either without the prior written consent of CITY. For purposes of this Contract, any change of ownership of CONTRACTOR shall constitute an assignment which requires CITY approval. However, this Contract shall run to the CITY and its successors and assigns.

11.3 Records. CONTRACTOR shall keep books and records and require any and all subcontractors to keep books and records as may be necessary in order to record complete and correct entries as to personnel hours charged to this engagement, and any expenses for which CONTRACTOR expects to be reimbursed, if applicable. Such books and records will be available at all reasonable times for examination and audit by CITY and shall be kept for a period of three (3) years after the completion of all work to be performed pursuant to this Contract. Incomplete or incorrect entries in such books and records will be grounds for disallowance by CITY of any fees or expenses based upon such entries.

11.4 CITY is a public agency subject to Chapter 119, Florida Statutes. To the extent CONTRACTOR is acting on behalf of CITY pursuant to Section 119.0701, Florida Statutes, CONTRACTOR shall:

- a. Keep and maintain public records that ordinarily and necessarily would be required to be kept and maintained by CITY were CITY performing the services under this Contract;
- b. Provide the public with access to such public records on the same terms and conditions that the County would provide the records and at a cost that does not exceed that provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
- c. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and
- d. Meet all requirements for retaining public records and transfer to CITY, at no cost, all public records in possession of the CONTRACTOR upon termination of this Contract and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the CITY.

11.5 Ownership of Documents. Reports, surveys, plans, studies, financial records, and other data provided in connection with this Contract are and shall remain the property of CITY.

11.6 No Contingent Fees. CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR, to solicit or secure this Contract, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONTRACTOR, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Contract. For the breach or violation of this provision, the CITY shall have the right to terminate the Contract without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

11.7 Notice. Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by registered United States mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, the CONTRACTOR and the CITY designate the following as the respective places for giving of notice:

CITY: John Pate, City Manager
780 Fisherman Street
Opa-Locka, FL 33054

Copy To: Burnadette Norris-Weeks, City Attorney
Burnadette Norris-Weeks, P.A.
401 North Avenue of the Arts
Fort Lauderdale, Florida 33311

CONTRACTOR: TriMerge Consulting Group, P.A.
Geraldine Lazarre, President
39 NW 166th Street, Suite 1
Miami, FL 33169

Binding Authority. Each person signing this Contract on behalf of either party individually warrants that he or she has full legal power to execute this Contract on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Contract.

11.8Exhibits. Each Exhibit referred to in this Contract forms an essential part of this Contract. The exhibits if not physically attached should be treated as part of this Contract and are incorporated herein by reference.

11.9Headings. Headings herein are for convenience of reference only and shall not be considered on any interpretation of this Contract.

- 11.10 Severability. If any provision of this Contract or application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Contract, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.
- 11.11 Governing Law. This Contract shall be governed by the laws of the State of Florida with venue lying in Miami-Dade County, Florida.
- 11.12 Disputes. Any claim, objection, or dispute arising out of the terms of this Contract shall be litigated in the 11th Judicial Circuit Court in and for Miami-Dade County.
- 11.13 Attorney's Fees. To the extent authorized by law, in the event that either party brings suit for enforcement of this Contract, the prevailing party shall be entitled to attorney's fees and court costs in addition to any other remedy afforded by law.
- 11.14 Extent of Contract. This Contract together with Contract Documents, attached as an Exhibit hereto, as amended herein above represents the entire and integrated agreement between the CITY and the CONTRACTOR and supersedes all prior negotiations, representations or agreements, either written or oral. The City Manager has authority to make minor and non-monetary changes to this Agreement as determined by the City Manager.
- 11.15 Waiver. Failure of the either party to insist upon strict performance of any provision or condition of this Contract, or to execute any right therein contained, shall not be construed as a waiver or relinquishment for the future of any such provision, condition, or right, but the same shall remain in full force and effect.

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first written above.

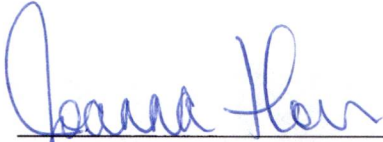
CITY OF OPA-LOCKA

MANAGER:



John E. Pate

Attest:



City Clerk



City Attorney

WITNESSES:



ATTEST:

SECRETARY

STATE OF FLORIDA)
)SS:
COUNTY OF MIAMI-DADE COUNTY)

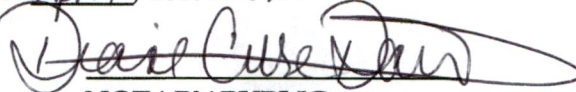
CONTRACTOR :
TRIMERGE CONSULTING GROUP, PA

BY: 

Geraldine Lazarre, President

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared Geraldine Lazzarre as President of Trimerge a Florida corporation, and acknowledged executed the foregoing Contract as the proper official of Trimerge for the use and purposes mentioned in it and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this 9th day of April, 2019: 2020


NOTARY PUBLIC

My Commission Expires:

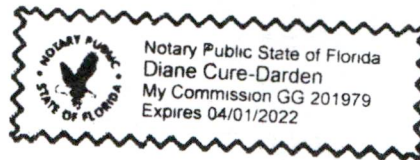


EXHIBIT "A"
SCOPE OF WORK

The CITY MANAGER shall supervisor the services provided by the CONTRACTOR or his/her designee. The SCOPE OF WORK does not constitute an audit, attestation, review, or compilation of the financial statements in accordance with the standards established by the American Institute of Certified Public Accountants. The SCOPE OF WORK performed will assist the CITY MANAGER and provide recommendations to the CITY MANAGER on financial and accounting matters for the FINANCE DEPARTMENT, on an as-needed hourly basis. The parties agree that the day to day management and operations of the CITY is the responsibility of the CITY MANAGER. The parties further agree that all working papers and reports shall be owned by the CITY.

CONTRACTOR shall assist and provide the duties herein and provide recommendations to the City Manager on the following:

- Coordinate, manages, and provide recommendations on the controls of the City's fiscal affairs including budget development, financial planning and financial reporting functions, including the supervision of the preparation of the annual budget for presentation to the City Commission
- Supervises personnel responsible for coordinating, managing and controlling the budget, cost accounting services. Supervise, train and motivate Finance Department employees.
- Evaluate employees within the Finance Department and make recommendations to the City Manager regarding hiring and firing.
- Advises the City Manager and the City Commission concerning matters of finance, associated regulatory issues, and financial reporting requirements.
- Coordinate and manage the accounting function, ensuring that the City derives maximum benefit through the judicious management of all funds (operating, debt service, capital improvement, special revenue, internal, enterprise fund and other).
- Assist with coordinating and managing customer accounting functions related to the receipt of funding from various Departments.
- Supervise the operations and activities of the accounting functions (i.e. cash, petty cash, payroll, accounts payable, accounts receivable, grant receivable, general ledger, fixed assets, long term liability and other etc.).
- Assist in legislative and other governmental activities as may be required relative to receipt of necessary funding in support of City programs and services.
- Participate as an active member of the City's bargaining team related to financial matters.
- Provide knowledge of financial and business operations of the City, knowledge of computers and applications, knowledge of organizational and management theory and practice.
- Provide ability to knowledge in problem-solving situations, analyze problem and recommendation and implement workable solutions.
- Coordinate the auditing of the City's internal accounts and proper record keeping of the property inventory.
- Review and analyze financial reports and online data as necessary to effectively administer the City's budgets.

- Develop and present, as required, written/oral reports to include appropriate charges, graphs, and diagrams to illustrate financial status and budget information.
- Monitor compliance with legal requirements related to the City's budget to include TRIM legislation.
- Perform other duties as assigned commensurate with the skills and abilities of providing project and financial management of the Finance Department.
- Provide outstanding customer service and use positive interpersonal communication skills. Interact tactfully, professional, and courteously with residents and other members of the public, in addition to City employees.
- Ensure compliance with City rules and applicable federal laws and regulations.
- Provide astute individual with strong project management capabilities.
- Assist and cooperate with cases in litigation and pre-litigation stages.
- Ability to exercise considerable initiative and sound judgment in a positive and constructive way; plan, organize and assign work of the Finance Department staff.
- Assist with reading, analyzing and interpreting general business periodicals professional journals, technical procedures, or governmental regulations.
- Assist with prepare the City's Annual Financial Report, preparing financial statements and schedules, notes and tables required for GAAP compliance, and coordinate its printing.
- Develop internal controls and accounting policies and procedures that ensure compliance with GAAP; Assure compliance with laws, codes and regulations governing municipal accounting.
- Review/approve general ledger transactions are complete prior to monthly and year end close.
- Assist in the formulation and update of the Finance Department policies and procedures.
- Provide technical assistance to staff involving financial reporting, payroll, accounts payable, fixed assets, special funds, and grants.
- Assist in analyze out-of-balance conditions, financial reports, budget documents and related accounting papers, and identify causes or problems, recommend solutions and provide correction for account problems.
- Work closely with the finance department to coordinate year end closing of accounts and make needed adjustments.
- Assist the department with review of general ledger accounts in preparation of schedules, provide additional information, documentation and explanation to the financial auditor, and drafting the financial statements and notes for the annual FY2015 and FY2016 financial reports.
- Assist with the compilation of financial and statistical information for various reports.
- Assist with the preparation of monthly and quarterly reports for Federal, State and Local authorities.
- Assist with maintaining current and up to date accounts payable records and prepare and evaluate policies, programs, and operations and assist with updating of policy and procedures.
- Assist with analyzing expenditure and revenue accounts of all funds for accuracy and completeness.
- Assist in prepare journal entries and makes needed month-end adjustments.
- Assist in the preparation of annual reports to State on City's finances.

- Assist in performing bank statement reconciliations and monthly general ledger accounts reconciliation.
- Assist with forecasting and preparation of cash flow.
- Assist with tracing fixed assets and updating SunGard Fixed Asset Module.
- Assist with preparing various routine accounting schedules, and internal and external reports.
- Assist with evaluating, updating and ensuring that the city's uniform accounting practices and procedures meet the requirements of Section 218.33 of the Florida Statutes.
- Assist with providing accurate timely report of activity and routine status updates as required.
- Assist the Finance Department with review of general ledger accounts in preparation of schedules; provide additional information, documentation and explanation to the financial auditor, and drafting the financial statements and notes for the annual FY2019 financial reports.

RESOLUTION NO. 19-9711

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, RESCINDING RESOLUTION NO. 19-9710; AUTHORIZING THE CITY MANAGER TO EXECUTE AN EMERGENCY AGREEMENT WITH TRIMERGE CONSULTING GROUP, P.A., FOR TEMPORARY PROFESSIONAL ACCOUNTING STAFFING SERVICES AS SET FORTH IN EXHIBIT "A" HERETO; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka ("City") previously solicited quotes from the Miami-Dade County Management Consulting Services Pool to obtain Certified Public Accountant Services and on June 9, 2017, one company submitted a sealed quote in response to RFQ No. 17-0609200; and

WHEREAS, the City Commission authorized the negotiation of an Agreement with TriMerge Consultant Group, P.A. on June 14, 2017 via Resolution 17-9375; and

WHEREAS, the Agreement between TriMerge Consulting Group, P.A. and City has expired and the parties desire to enter into a new agreement on an Emergency basis as set forth in the Agreement attached as Exhibit "A".

WHEREAS, the City Commission finds that it is in the best interest of the City to approve the Agreement with TriMerge Consultant Group, P.A.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. RECITALS ADOPTED.

The recitals to the preamble herein are incorporated by reference.

Section 2. RESCINDING RESOLUTION.

The City hereby rescinds Resolution No. 19-9710 and any other Resolution in conflict.

Section 3. AUTHORIZATION

The City Commission hereby authorizes the City Manager to execute the Agreement with TriMerge Consultant Group, P.A., in the form attached hereto as Exhibit "A".

Section 4. SCRIVENER'S ERRORS.

Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent may be authorized by the City Manager, or the City Manager's designee, without need of public meeting.

Section 5. EFFECTIVE DATE.

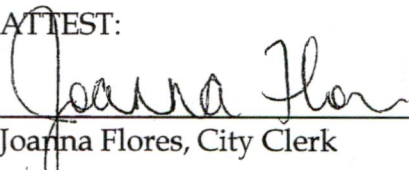
This Resolution shall take effect immediately upon adoption and **is subject to the approval of the Governor or his designee.**

PASSED AND ADOPTED this 30th day of October, 2019.



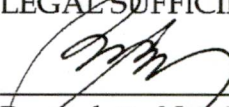
Matthew A. Pigatt, Mayor

ATTEST:



Joanna Flores, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:



Bernadette Norris-Weeks, P.A.
City Attorney

Moved by: Vice Mayor Davis

Seconded by: Commissioner Burke

VOTE: 5-0

Commissioner Bass	YES
Commissioner Burke	YES
Commissioner Kelley	YES
Vice-Mayor Davis	YES
Mayor Pigatt	YES



City of Opa-Locka Agenda Cover Memo

Department Director:			Department Director Signature:				
City Manager:	John E. Pate		CM Signature:				
Commission Meeting Date:	10.30.19		Item Type: <i>(Enter X in box)</i>	Resolution X	Ordinance	Other	
Fiscal Impact: <i>(Enter X in box)</i>	Yes X	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading	
			Public Hearing: <i>(Enter X in box)</i>	Yes	No X	Yes	No X
Funding Source: <i>Account# :</i> 17-513340 61-513340	<i>(Enter Fund & Dept)</i> Ex: Both the Government and Enterprise Fund		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No X	
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes X	No	RFP/RFQ/Bid#:				
Strategic Plan Related <i>(Enter X in box)</i>	Yes X	No	Strategic Plan Priority Area: Enhance Organizational ☒ Bus. & Economic Dev ☐ Public Safety ☐ Quality of Education ☐ Qual. of Life & City Image ☒ Communication ☐	Strategic Plan Obj./Strategy: <i>(list the specific objective/strategy this item will address)</i>			
Sponsor Name	City Manager		Department:	City Manager			

Short Title:

A resolution authorizing the City Manager to execute an emergency agreement with TriMerge Consulting Group, PA for temporary financial professional staffing from the office of certified public accountants and various other services.

Staff Summary:

The City is operating without financial management and leadership, currently the City does not have an employed Finance Director, Budget Administrator and Grants Writer/Accounting/Manager.

In tackling the City's fiscal affairs (coordinating, managing and controls), the financial emergency, addressing financial matters of the Auditor General findings, financial and compliance audits both current and past due, technical support and advisory to management and the City Commission, day to day operations, both supervision and management, budgetary development, monitoring and TRIM legislation, managing the

accounting for the general ledger and fund accounting, adhering to Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB) statements applicable to the City in addition to Financial Accounting Standards Board (FASB) statements that are applicable, along with interpretation and implementation of these standards in which the City must comply with for financial accounting and reporting compliance, adhering to Florida Statutes with respect to financial matters affecting the City, grant accounting and compliance with regulatory bodies, laws and rules, the City is without any financial leadership and oversight. There is a great need of assistance within the Finance Department and the budget process.

The City of Opa-locka believes this request qualifies as an emergency.

Proposed Action:

Staff recommends the approval of this request to engagement in a contract for these services with TriMerge Consulting Group, P.A. to provide temporary professional financial management and leadership to the City on this interim basis until a permanent solution is recommended.
--

Attachment:

Agreement

**FIRST AMENDMENT TO AGREEMENT BETWEEN THE
CITY OF OPA-LOCKA AND TRIMERGE CONSULTING
GROUP, P.A.**

THIS FIRST AMENDMENT TO AGREEMENT is made this 30th day of September, 2020, by and between TRIMERGE CONSULTING GROUP, P.A., and CITY OF OPA-LOCKA, FLORIDA (the "CITY"), a Florida municipal corporation.

WHEREAS, the City of Opa-Locka ("City") entered into an Agreement for temporary professional accounting staffing services as set forth in the Agreement.

WHEREAS, the prior Agreement has expired and the parties desire to amend Article 10.1 of the Agreement in order to extend the contract for a six month term ending March 31, 2021; and

WHEREAS, the City Commission desires to authorize the City Manager to execute the First Amendment to the Agreement between CITY and TRIMERGE CONSULTING GROUP, P.A, as set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth herein, the parties hereby agree as follows:

1. The foregoing recitals are true and correct and incorporated herein by reference. Terms not defined herein shall have the same meaning as ascribed to them in the Agreement.
2. Article 10, Section 10.1 and 10.2 entitled "Term and Termination", shall be amended to read as follows with all other provisions of the Agreement remaining the same:

ARTICLE 10
TERM AND TERMINATION

10.1 This Agreement shall commence upon the effective date and end on ~~September 30, 2020~~ March 31, 2021.

10.2 It is the City's intent is to issue a Request for Proposals (RFP) for financial services, on permanent basis, ~~within 60-90 days~~ following the Resolution approving this Agreement. The City or Contractor may terminate this agreement with thirty (30) days notice to the other at the addresses set forth in Paragraph 11.7 of this Agreement.

Except as modified by this Amendment and previously, the Agreement remains unmodified and in full force and effect in accordance with the terms thereof, and the CITY and the hereby ratifies, confirms, and adopts the Agreement as amended herein.

IN WITNESS WHEREOF, CITY and TRIMERGE CONSULTING GROUP, P.A, have caused this Amendment to be executed on the date first above written.

**ATTEST:
OPA-LOCKA CITY CLERK**

BY: _____

City Clerk

CITY OF OPA-LOCKA

By: _____

City Manager

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**

By: _____

City Attorney

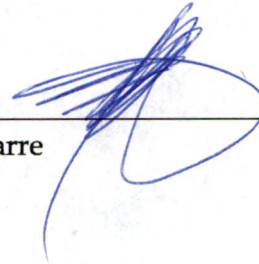
IN WITNESS WHEREOF, CITY and TRIMERGE CONSULTING GROUP, P.A,
have caused this Amendment to be executed on the date first above written.

CONTRACTOR

WITNESSES:

Cassandra S. Gomo
Althea Whittingham
Althea Whittingham

BY: _____
Geraldine Lazarre



ATTEST:

SECRETARY

STATE OF FLORIDA

)
)

SS:

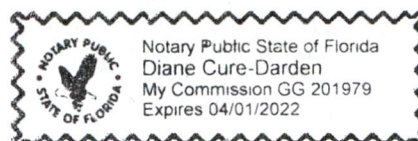
COUNTY OF MIAMI-DADE COUNTY)

BEFORE ME, an officer duly authorized by law to administer oaths and take
acknowledgments, personally appeared Gerry Lazarre as
Contractor of Trimerge a Florida corporation, and acknowledged
executed the foregoing Contract as the proper official of _____, for the use and
purposes mentioned in it and affixed the official seal of the corporation, and that the
instrument is the act and deed of that corporation.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the
State and County aforesaid on this 30th day of Sept, 2020.

Diane Cure-Darden
NOTARY PUBLIC

My Commission Expires:



RESOLUTION NO. 20-9812

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, EXTENDING AN AGREEMENT WITH TRIMERGE CONSULTING GROUP, P.A., FOR A SIX MONTH PERIOD; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka ("City") previously solicited quotes from the Miami-Dade County Management Consulting Services Pool to obtain Certified Public Accountant Services and on June 9, 2017, one company submitted a sealed quote in response to RFQ No. 17-0609200; and

WHEREAS, the City Commission authorized the negotiation of an Agreement with TriMerge Consultant Group, P.A. on June 14, 2017 through Resolution 17-9375 and later entered into a new agreement on October 30, 2019 through Resolution 19-9711; and

WHEREAS, the Agreement between TriMerge Consulting Group, P.A. and City will expire on October 1, 2020 and the parties desire to extend the existing agreement for a six (6) month term on an emergency basis and on the same terms and conditions as the existing agreement.

WHEREAS, the City Commission finds that it is in the best interest of the City to approve the Agreement with TriMerge Consultant Group, P.A.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. RECITALS ADOPTED.

The recitals to the preamble herein are incorporated by reference.

Section 2. AMENDING AGREEMENT

The City hereby authorizes the extension of an Agreement with TriMerge Consultant Group, P.A., attached as Exhibit "A", for an additional six (6) month period.

Section 3. AUTHORIZATION

The City Commission hereby authorizes the City Manager to execute an extension with TriMerge Consultant Group, P.A. on the same terms and conditions of the existing agreement and in a form acceptable to the City

Attorney.

Section 4. SCRIVENER'S ERRORS.

Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent may be authorized by the City Manager, or the City Manager's designee, without need of public meeting.

Section 5. EFFECTIVE DATE.

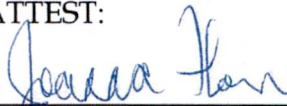
This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED AND ADOPTED this 30th day of September, 2020.



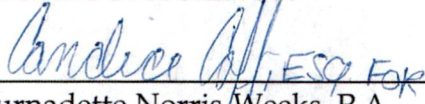
Matthew A. Pigatt, Mayor

ATTEST:



Joanna Flores, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:



Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: Vice Mayor Davis

Seconded by: Commissioner Bass

VOTE: 5-0

Commissioner Bass	YES
Commissioner Burke	YES
Commissioner Kelley	YES
Vice-Mayor Davis	YES
Mayor Pigatt	YES



City of Opa-Locka Agenda Cover Memo

Department Director:			Department Director Signature:				
City Manager:	John E. Pate		CM Signature:	<i>John E. Pate</i>			
Commission Meeting Date:	09.30.2020		Item Type: (Enter X in box)	Resolution X	Ordinance		Other
Fiscal Impact: (Enter X in box)	Yes	No	Ordinance Reading: (Enter X in box)	1st Reading		2nd Reading	
	X		Public Hearing: (Enter X in box)	Yes	No	Yes	No
					X		X
Funding Source: Account# : 17-513312 61-513340	(Enter Fund & Dept) Ex: Government and Enterprise Fund		Advertising Requirement: (Enter X in box)	Yes		No X	
Contract/P.O. Required: (Enter X in box)	Yes	No	RFP/RFQ/Bid#:				
	X						
Strategic Plan Related (Enter X in box)	Yes	No	Strategic Plan Priority Area: Enhance Organizational ☒ Bus. & Economic Dev ☐ Public Safety ☐ Quality of Education ☐ Qual. of Life & City Image ☒ Communication ☐	Strategic Plan Obj./Strategy: (list the specific objective/strategy this item will address)			
	X						
Sponsor Name	City Manager		Department:	City Manager			

Short Title:

A resolution authorizing the City Manager to execute an agreement with TriMerge Consulting Group, PA for financial professional staffing and various other services.

Staff Summary:

The City is operating without financial management and does not have an employed Finance Director and Grants Writer/Manager.

In tackling the City's fiscal affairs (coordinating, managing and controls), the financial emergency, addressing financial matters of the Auditor General findings, financial and compliance audits both current and past due, technical support and advisory to management and the City Commission, day-to-day operations, both supervision and management, budgetary development, monitoring TRIM legislation, managing the accounting for the general ledger and fund accounting, adhering to Generally Accepted Accounting Principles (GAAP) and

Government Accounting Standards Board (GASB) statements applicable to the City in addition to Financial Accounting Standards Board (FASB) statements that are applicable, along with interpretation and implementation of these standards in which the City must comply with for financial accounting and reporting compliance, adhering to Florida Statutes with respect to financial matters affecting the City, grant accounting and compliance with regulatory bodies, laws and rules.

Financial Impact

This agreement is for a six-month period and is based on hours worked each month. The budget for this service for the full year has been established as \$150,000 in Finance (Other Professional Services – 17-513312) and \$100,000 in Water-Sewer Finance (Other Contracted Services – 61-513340) which is sufficient to cover the duration of this agreement.

Proposed Action:

Staff recommends the approval of this request to engagement in a contract for these services with TriMerge Consulting Group, P.A. to provide temporary professional financial management and leadership to the City until a permanent solution is recommended.

Attachment:

Agreement

SECOND READING ORDINANCES / PUBLIC HEARINGS

ORDINANCE NO. **21-XX**

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE IV, SECTION 22-81 OF THE CITY OF OPA-LOCKA'S LAND DEVELOPMENT REGULATIONS TO AMEND CERTAIN LANGUAGE REFERENCING SPECIAL EXCEPTION FOR ADULT BUSINESS OPERATIONS WITHIN THE I-2 ZONING DISTRICT; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; CONFLICTS OF LAW, SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka, Florida, ("City") desires to amend Article IV, Section 22-81 of the City of Opa-Locka's Land Development Regulations, Ordinance 15-31, ("LDR") entitled "Permitted Uses Table - Industrial Districts" to address adult businesses operations within the City including churches parks and schools within the City; and

WHEREAS, currently there is a Special Exception process for "adult businesses" within the I-2 zoning district; and

WHEREAS, the Special Exception process creates certain constitutional challenges that prove problematic for the City.

WHEREAS, the City has determined that adoption of this Ordinance to remove the Special Exception process related to adult businesses is within the best interest of the City.

NOW THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. The recitals to the preamble herein are incorporated by reference.

Section 2. The City Commission of the City of Opa-locka hereby approves the amendment of Article IV Section 22-81 of the Land Development Regulations to remove the permitted uses table.

Article IV. Districts, Permitted Uses and Development Standards

Sec, 22-81. Permitted Uses Table - Industrial Districts

<u>Use</u>	<u>I-1</u>	<u>I-2</u>	<u>I-3</u>	<u>I-4</u>
Adult businesses		SE P	P	

Section 3. This Ordinance shall become effective upon passage, approval and publication or as otherwise provided by law.

Section 4. Conflict & Repealer.

All ordinances, parts of ordinances or code provisions in conflict herewith ordinance are hereby repealed.

Section 5. Severability.

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of the Code or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

Section 6. Inclusion In Code.

It is the intention of the City Commission of the City of Opa-Locka that the provisions of this Ordinance shall at some time in the future become and be made a part of the Code of Ordinances of the City of Opa-Locka and that the sections of this Ordinance may be renumbered or re-lettered and the word "Ordinance" may be changed to "Chapter," "Section," "Article" or such other appropriate word or phrase, the use of which shall accomplish the intentions herein expressed; provided, however, that Section 1 hereof or the provisions contemplated thereby shall not be codified.

Section 7. Effective Date.

This Ordinance shall take effect upon the adoption of this Ordinance by the Commission of the City of Opa-Locka is subject to the approval of the Governor or Governor's Designee.

PASSED FIRST READING this ____ day of _____ 2021.

PASSED SECOND READING this ____ day of _____ 2021.

Matthew A. Pigatt, Mayor

ATTEST:

Joanna Flores, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Burnadette Norris-Weeks, Esq.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Burke	_____ (Yes)	_____ (No)
Commissioner Davis	_____ (Yes)	_____ (No)
Commissioner Taylor	_____ (Yes)	_____ (No)
Vice-Mayor Williams	_____ (Yes)	_____ (No)
Mayor Pigatt	_____ (Yes)	_____ (No)



City of Opa-Locka Agenda Cover Memo

Department Director:	Gregory Gay		Department Director Signature:		
Finance Director:			FD Signature:		
City Manager:	John E. Pate		CM Signature:		
Commission Meeting Date:	3-24-21	Item Type: (Enter X in box)	Resolution X	Ordinance	Other
Fiscal Impact: (Enter X in box)	Yes	No	Ordinance Reading: (Enter X in box)	1st Reading X	2nd Reading
		X	Public Hearing: (Enter X in box)	Yes X	No
Funding Source: Account# :	(Enter Fund & Dept) Ex: PTP		Advertising Requirement: (Enter X in box)	Yes X	No
Contract/P.O. Required: (Enter X in box)	Yes	No x	RFP/RFQ/Bi#: N/A		
Strategic Plan Related (Enter X in box)	Yes	No X	Strategic Plan Priority Area: Enhance Organizational ☐ Bus. & Economic Dev ☒ Public Safety ☐ Quality of Education ☐ Qual. of Life & City Image ☐ Communcation ☐	Strategic Plan Obj./Strategy: (list the specific objective/strategy this item will address)	
Sponsor Name	City Manager		Department: Planning & Community Development	City Manager	

Short Title:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE IV, SECTION 22-81 OF THE CITY OF OPA-LOCKA'S LAND DEVELOPMENT REGULATIONS TO AMEND CERTAIN LANGUAGE REFERENCING SPECIAL EXCEPTION FOR ADULT BUSINESSES WITHIN THE I-2 ZONING DISTRICT; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; CONFLICTS OF LAW, SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE NO. 21-XX

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER IV, ARTICLE 1, SECTION 4-8 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES TO REDUCE CERTAIN DISTANCE REQUIREMENTS FOR ALCOHOL SALES AND CONSUMPTION WITHIN THE CITY; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka, Florida, ("City") desires to amend Article IV of the City of Opa-Locka's Code of Ordinances ("Code of Ordinances") entitled "Alcoholic Beverages" to address proximity of alcoholic/intoxicating beverage sales and consumption to certain development and locales within the City including churches parks and schools within the City; and

WHEREAS, the City's "Alcoholic Beverages" regulations currently do not allow for intoxicating beverages to be consumed either upon the premises or off the premises from a place of business located within one thousand (1,000) feet of a church, park or public school; and

WHEREAS, the City Manager supports an amendment to the zoning regulation to allow for alcoholic beverages to be sold and consumed either upon the premises or off the premises from a place of business located within five hundred (500) feet of a church, park or public school; and

WHEREAS, the City has determined the adoption of this Ordinance, and the amendment of alcoholic/intoxicating beverage sales and consumption under the terms, conditions, and criteria set forth here, is necessary to protect the health, safety, and welfare of the citizens of the City.

NOW THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. The recitals to the preamble herein are incorporated by reference.

Section 2. The City Commission of the City of Opa-locka hereby approves the amendment of Chapter IV, Article 1, Section 4-8 of the Code of Ordinances to address distance

requirements for alcohol sales and consumption from Churches, Parks, and Schools to state as follows:

Chapter 4 - ALCOHOLIC BEVERAGES

ARTICLE I. - IN GENERAL

Sec. 4-8. - Proximity to churches, parks and schools.

(a) *Generally.* Hereafter no intoxicating beverages to be consumed either upon the premises or off the premises shall be sold from a place of business located within ~~one thousand (1,000) feet~~ **five hundred (500) feet** of a church, park or public school. Beer and wine to be consumed off the premises may be sold from a place of business located five hundred (500) feet or more from a church, park or public school. The method of measurement that shall be applied to determine whether or not a place of business is within or without the required distance from a church or public school, shall be by measurement from the main front entrance of said church or school to the main front entrance of said place of business, along the route of ordinary pedestrian traffic.

(b) *Hotels, restaurants.* Hotels containing not less than fifty (50) guest rooms shall be exempt from the provisions of this section forbidding the sale of liquor to be consumed on the premises within ~~one thousand (1,000) feet~~ **five hundred (500) feet** of a church or school, as aforesaid. Dining rooms and restaurants, meeting the requirements set forth in section 3-35 where the sale and service of liquor is strictly incidental to the serving of food, which dining rooms and restaurants do not exhibit any sign or display on the outside denoting that liquor is sold or obtainable therein, are likewise exempted from the provisions of this section forbidding the sale of liquor to be consumed upon the premises at a place of business within ~~one thousand (1,000) feet~~ **five hundred (500) feet** of a church, parks or public school, it being intended hereby that such hotel and restaurant and dining room shall not be prohibited from the sale of liquor for consumption upon the premises by reason of their location within ~~one thousand (1,000) feet~~ **five hundred (500) feet** of a church, parks or public school.

(c) *Locations otherwise prohibited.* Nothing in this section shall be interpreted to permit the sale of alcoholic beverages in or adjacent to districts where such sale is now prohibited by other ordinances of the city.

(d) *Grandfather clause.* The limitation provisions of this section shall not apply to establishments lawfully in operation and dispensing alcoholic beverages during the year beginning October 1, 1960, provided that such establishment remains in continuous operation.

(e) *Incidental sale of beer and wine for off-premises consumption.* Businesses, such as grocery stores, and other commercial establishments, whose principal business is not the sale of alcoholic beverages, but includes as incidental thereto, the sale of beer and wine to be

consumed off the premises, shall be exempt from the provisions of this section. It is intended hereby that such a business shall not be prohibited from the sale of beer and wine for consumption off the premises by reason of its location or proximity to a church, parks or public school.

(f) *Restaurants selling beer and wine.* Restaurants, as defined in section 13-47 of this Code, whose principal business is not the sale of alcoholic beverages, but includes as incidental thereto the sale of beer and wine to be consumed on the premises only, shall be exempted from the provisions of this section.

Section 4. This Ordinance shall become effective upon passage, approval and publication or as otherwise provided by law.

Section 5. Conflict & Repealer.

All ordinances, parts of ordinances or code provisions in conflict herewith ordinance are hereby repealed.

Section 6. Severability.

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of the Code or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

Section 7. Inclusion In Code.

It is the intention of the City Commission of the City of Opa-Locka that the provisions of this Ordinance shall at some time in the future become and be made a part of the Code of Ordinances of the City of Opa-Locka and that the sections of this Ordinance may be renumbered or re-lettered and the word "Ordinance" may be changed to "Chapter," "Section," "Article" or such other appropriate word or phrase, the use of which shall accomplish the intentions herein expressed; provided, however, that Section 1 hereof or the provisions contemplated thereby shall not be codified.

Section 8. Effective Date.

This Ordinance shall take effect upon the adoption of this Ordinance by the Commission of the City of Opa-Locka is subject to the approval of the Governor or Governor's Designee.

PASSED FIRST READING this ____ day of _____ 2021.

PASSED SECOND READING this ____ day of _____ 2021.

Matthew A. Pigatt, Mayor

ATTEST:

Joanna Flores, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

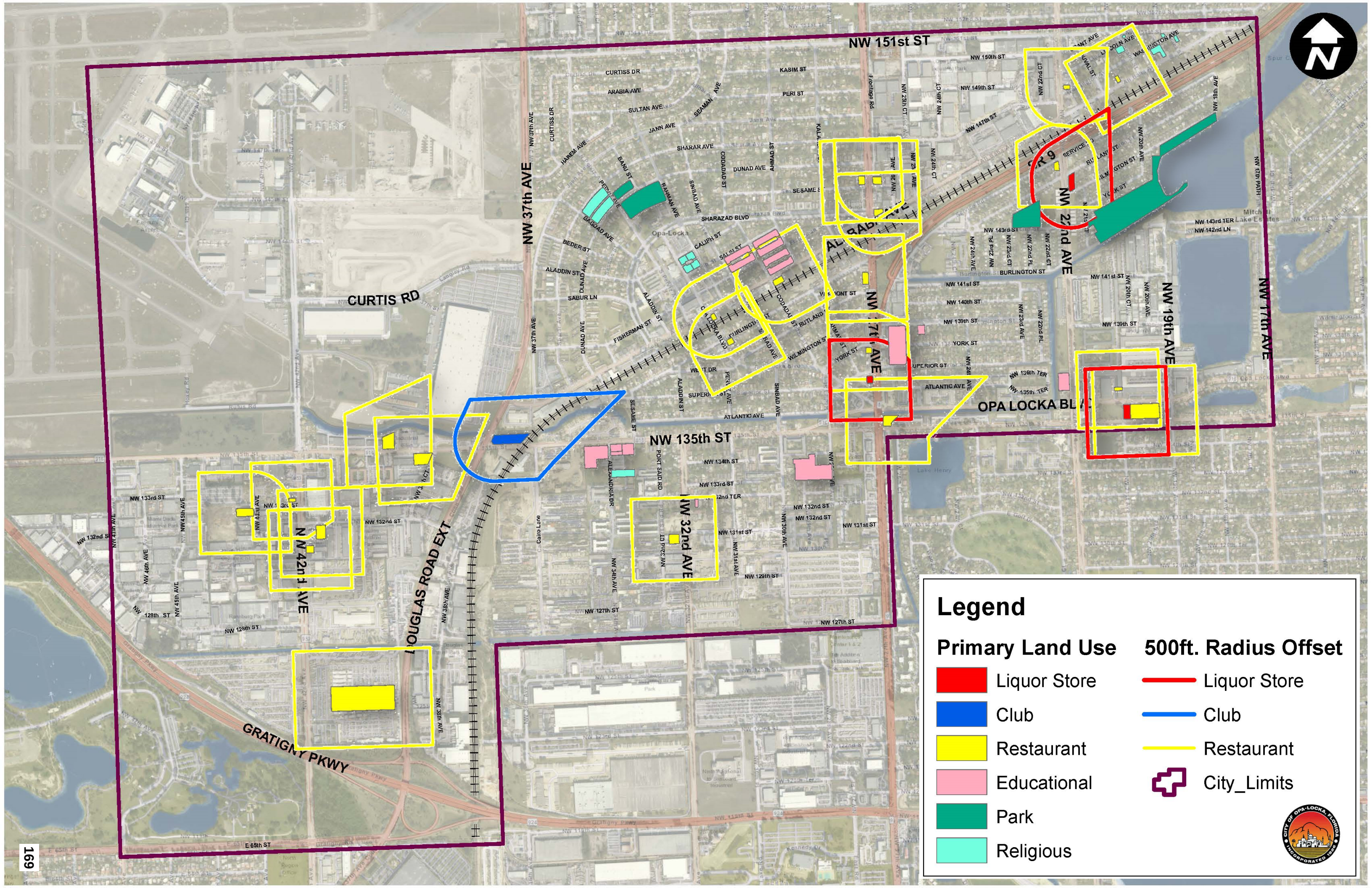
Burnadette Norris-Weeks, Esq.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Burke	_____ (Yes)	_____ (No)
Commissioner Davis	_____ (Yes)	_____ (No)
Commissioner Taylor	_____ (Yes)	_____ (No)
Vice-Mayor Williams	_____ (Yes)	_____ (No)
Mayor Pigatt	_____ (Yes)	_____ (No)



OFFICIAL BOARD APPOINTMENTS

Joanna Flores

From: noreply@civicplus.com
Sent: Wednesday, March 31, 2021 10:49 PM
To: Joanna Flores
Subject: Online Form Submittal: Board Application Form

This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected emails. If if this is a suspicious message please contact itsupport@opalockafl.gov

Board Application Form

Select the Board/Committee which you are applying for Historic Environmental Preservation Board

First Name Frances "Dolly"

Last Name MacIntyre

Home Address

City Coral Gables, FL

State FL

Zip 33134

Email Address macburch@aol.com

Home Phone Number

Mailing Address

Cell Phone Number

Business Phone Number n/a

Length of Residency in Opa-locka n/a

Employer Retired

Occupation Commercial artist

Professional Activities n/a

Volunteer Activities	Founder of Dade Heritage Trust, The Villagers
Why do you wish to serve on this board/committee?	I have knowledge and experience in historic preservation which I would like to share with the Opa-Locka Board to help insure the preservation and enhancement of its unique architectural heritage.
What areas of concern would you like to see addressed by this board/committee?	Redeveloping and enhancing historic architecture and guiding compatible new construction
Qualifications for serving	55 years experience working in historic preservation in Miami Dade County, Served 8 years on Coral Gables Historic Preservation Board, eight years many preservation conferences and workshop, summer course at Harvard on Economics of Preservation
Other municipal or county boards/committees or non-profits on which you are serving	Dade Heritage Trust, The Villagers
List three local personal references and phone numbers (References must be non-related and non-city employees)	
Name	Dr. Enid Pinkney
Phone Number	
Name	Dr. Timothy Barber, Executive Director, Black Archives
Phone Number	
Name	Dona Spain, President of Dade Heritage Trust
Phone Number	
Application is effective for one year from date of completion. If you have any questions, please call the City Clerk's Office at 305.953.2800/2801	
Conflict of Interest <i>If a board member believes he/she has a conflict or potential conflict of interest on a particular issue, that member should state these beliefs to the other member of his/her respective board during a public meeting. The member should state the nature of the conflict, detailing that he/she has a separate, private or monetary interest, either direct or indirect, in the issue under consideration. The member should then excuse himself/herself from voting on the matter. Florida Sunshine Law applies to all city boards. Financial Disclosure form is required, of appointed to serve.</i>	

I, the applicant for this board application, warrant the truthfulness of the information provided in this application.

Electronic Signature

Frances "Dolly" MacIntyre

I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the Terms of Acceptance.*

Response

Agree

Email not displaying correctly? [View it in your browser.](#)