

CITY OF OPA-LOCKA

“The Great City”

**CLERK’S ACTION SUMMARY MINUTES
VIRTUAL REGULAR COMMISSION MEETING**

Wednesday, May 13, 2020

7:00 P.M.

1. CALL TO ORDER:

Mayor Matthew Pigatt called the virtual Regular Commission Meeting to order at 7:00 p.m. on Wednesday, May 13, 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 Regular Commission Meeting 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 Alvin Burke, and Commissioner Joseph L. Kelley. Also in attendance were: City Manager John E. Pate, City Attorney Burnadette Norris-Weeks, and City Clerk Joanna Flores.

3. INVOCATION:

The invocation was delivered by Commissioner Joseph L. Kelley.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited in unison.

5. AWARDS/PROCLAMATIONS/ACKNOWLEDGEMENTS:

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

The following items were pulled from the Consent Agenda to be discussed separately under Action Items: pulled 13-1 (Commissioner Kelley).

NEW ITEMS:

- 14-1: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING A SETTLEMENT AGREEMENT IN THE MATTER "THE BROWN LAW GROUP, LLC. VS. CITY OF OPA-LOCKA", ATTACHED HERETO AS EXHIBIT "A"; AUTHORIZING THE CITY MANAGER TO TAKE NECESSARY ACTION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager***

The above resolution was read by City Clerk Flores.

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

Mayor Pigatt asked the manager to clarify why the emergency item is being added to agenda.

City Manager Pate said there is pending litigation with The Brown Law Group and a settlement is needed in regards to funds that the City has owed. He is recommending approval on the item so that an immediate down payment can be made on May 15, 2020.

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

Commissioner Burke	Yes
Vice Mayor Davis	Yes
Commissioner Kelley	Yes
Commissioner Bass	Yes
Mayor Pigatt	Yes

7. APPROVAL OF AGENDA:

It was moved by Commissioner Bass, seconded by Vice Mayor Davis to approve the agenda, consent agenda, and pull list.

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

Commissioner Burke	Yes
Vice Mayor Davis	Yes
Commissioner Kelley	Yes
Commissioner Bass	Yes

Mayor Pigatt

Yes

8. APPROVAL OF MINUTES:

Virtual Regular Commission Meeting Minutes – April 22, 2020

It was moved by Vice Mayor Davis, seconded by Commissioner Bass to approve the minutes from the Virtual Regular Commission Meeting of April 22, 2020.

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

Commissioner Burke	Yes
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Vice Mayor Davis	Yes
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Commissioner Kelley	Yes
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Commissioner Bass	Yes
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Mayor Pigatt	Yes
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Virtual Special Commission Meeting Minutes – April 30, 2020

It was moved by Commissioner Bass, seconded by Vice Mayor Davis to approve the minutes from the Virtual Special Commission Meeting of April 30, 2020.

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

Commissioner Burke	Yes
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Vice Mayor Davis	Yes
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Commissioner Kelley	Yes
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Commissioner Bass	Yes
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Mayor Pigatt	Yes
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9. DISTRICT ONE/DISTRICT TWO – COUNTY COMMISSIONER REPORT:

10. PUBLIC PRESENTATIONS:

1. Jessica Garrett Modkins, President

Hip Rock Star, LLC

Ref: COVID-19 Public Relations and Marketing Services

Ms. Modkins made a presentation to the commission about providing public relations, advertisement, marketing and communication services.

11. CITIZENS' INPUT:

12. ACTION ITEMS:

1. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN EMERGENCY AGREEMENT WITH HIP ROCK STAR, LLC FOR PUBLIC RELATIONS AND MARKETING SERVICES IN AN AMOUNT NOT TO EXCEED FIFTEEN THOUSAND DOLLARS (\$15,000.00), AS SET FORTH IN EXHIBIT "A"; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by Attorney Norris-Weeks.

It was moved by Vice Mayor Davis, seconded by Commissioner Burke for discussion.

City Manager Pate said this item is a short term agreement for ninety (90) days to provide information to the public regarding the Coronavirus (COVID-19).

Commissioner Kelley asked the manager how the City came across the company.

City Manager Pate said he met with three (3) companies regarding COVID-19 and since it takes a long time to solicit RFP's he took action and placed the item as an emergency. The item is forthcoming for long term media and marketing services.

Commissioner Kelley said that it is nothing personal to the presenter, but he is not a fan of not putting out an RFP. The City has worked with marketing consultants before who were in a better position to work with the City. He does not see spending this kind of money when there is talk of staff challenges, small businesses needing assistance, and the City currently utilizing all media outlets to spread the word about the virus. If this was in the beginning of everything, then maybe, but with the county getting ready to open back up, that is not needed at this time.

City Manager Pate said he understands all of the commissioners concerns, but he believes that a public relations person is needed.

Commissioner Burke asked if the contract was limited to the handling of COVID-19.

City Manager Pate said the commission has the authority to amend the item to include a larger scope of services.

Vice Mayor Davis said that is his concern as well.

Commissioner Bass also agreed while stating that she has been saying there needs to be a PR person in place to represent the City. She just does not see the need for it for purposes of the virus.

A motion was made to amend the agenda to include not only PR for COVID-19, but other City needs as set forth in Exhibit "A".

Mayor Pigatt said there needs to be a centralized person who can communicate the needs of the government to the people. The virus is nowhere near finished so the need for that person is great. He thanked the manager for recommending the company.

There being no further discussion, the motion on the amendment passed by a 4-1 vote.

Commissioner Burke	Yes
Vice Mayor Davis	Yes
Commissioner Kelley	No
Commissioner Bass	Yes
Mayor Pigatt	Yes

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

Commissioner Burke	Yes
Vice Mayor Davis	Yes
Commissioner Kelley	No
Commissioner Bass	Yes
Mayor Pigatt	Yes

13. ADMINISTRATION:

CONSENT AGENDA:

- 2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO A THREE YEAR AGREEMENT WITH CALL ONE, INC. FOR INTERNET SERVICES TO BE INSTALLED AT 780 FISHERMAN STREET AT A COST NOT TO EXCEED \$20,000 PER YEAR; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager***
- 3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO A THREE (3) YEAR AGREEMENT WITH NITEL, INC. FOR THE PROVISION OF INTERNET SERVICES TO BE INSTALLED AT 2331 NW**

143RD STREET (THE HELEN L. MILLER CENTER) AND 1900 BURLINGTON STREET (INGRAM PARK) AT A COST NOT TO EXCEED \$4,200 PER YEAR PER PARK FACILITY; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

Sponsored by City Manager

- 4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO PIGGYBACK REQUEST FOR PROPOSALS (RFP) 2019-02 FROM THE CITY OF LIGHTHOUSE POINT, FLORIDA, FOR VOICE OVER IP (VOIP) TELEPHONE SYSTEM SERVICES AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH INTERACTIVE SERVICES NETWORK, INC. (D/B/A IPFONE) FOR SAME; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

It was moved by Commissioner Bass, seconded by Vice Mayor Davis to pass the consent agenda.

The motion passed by a 5-0 vote.

Commissioner Burke	Yes
Vice Mayor Davis	Yes
Commissioner Kelley	Yes
Commissioner Bass	Yes
Mayor Pigatt	Yes

14. NEW ITEMS:

- 14-1: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING A SETTLEMENT AGREEMENT IN THE MATTER "THE BROWN LAW GROUP, LLC. VS. CITY OF OPA-LOCKA", ATTACHED HERETO AS EXHIBIT "A"; AUTHORIZING THE CITY MANAGER TO TAKE NECESSARY ACTION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by Attorney Norris-Weeks.

It was moved by Vice Mayor Davis, seconded by Commissioner Burke for discussion.

City Manager Pate said the City has done the appropriate research and have found that The Brown Law Group is owed the funds.

Commissioner Burke asked if this is everything that is owed to The Brown Law Group.

City Attorney Norris-Weeks said with the exception of late fees he may file for non-payment, there is nothing else that is owed after this is passed.

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

Commissioner Burke	Yes
Vice Mayor Davis	Yes
Commissioner Kelley	Yes
Commissioner Bass	Yes
Mayor Pigatt	Yes

15. PLANNING & ZONING:

A. PUBLIC HEARINGS:

16. ORDINANCES/RESOLUTIONS/PUBLIC HEARINGS:

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

1. AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 8, ARTICLE I, TO CREATE NEW SECTION 8.6 ENTITLED "FACE MASKS OR FACE COVERINGS DURING PANDEMIC RELATED PUBLIC HEALTH EMERGENCY THAT THREATENS LIFE, HEALTH AND SAFETY OF RESIDENTS"; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

Sponsored by Mayor Pigatt, Vice Mayor Davis and Commissioner Bass

It was moved by Vice Mayor Davis, seconded by Commissioner Bass for discussion.

Mayor Pigatt said they have been monitoring the virus and have found that the City has a high level of confirmed cases. It is a very serious matter and the City needs to do everything it can to protect the public. Masks are required when entering businesses in Miami-Dade County. This will go a step further and require wearing face masks in all public settings where people congregate.

Commissioner Bass said she spoke to a few residents regarding the two hundred and fifty dollars (\$250.00) fine for people who do not adhere to the practice of wearing face masks. She asked that the amount be lowered.

Commissioner Burke said the City is not there to hurt the residents. He asked that the City be very delicate when dealing with the enforcement of the ordinance.

Commissioner Kelley said he will not support the item with this amount because it is too high. He proposed that it be amended to reflect one hundred to one hundred and fifty dollars (\$100.00 - \$150.00).

The commission agreed upon a tier cap for fining violators starting at hundred dollars (\$100.00) for the first offense, one hundred and fifty dollars (\$150.00) for the second offense, and two hundred and fifty dollars (\$250.00) for the third offense.

It was moved by Commissioner Kelley, seconded by Commissioner Burke to pass the amendment.

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

Commissioner Burke	Yes
Vice Mayor Davis	Yes
Commissioner Kelley	Yes
Commissioner Bass	Yes
Mayor Pigatt	Yes

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

Commissioner Burke	Yes
Vice Mayor Davis	Yes
Commissioner Kelley	Yes
Commissioner Bass	Yes
Mayor Pigatt	Yes

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

C. RESOLUTION(S):

17. CITY MANAGER'S REPORT:

City Manager Pate said the county is intending to open nonessential businesses on this coming Monday. He said the option is there to keep certain businesses closed if it is called for. He suggested that the City not run and open certain businesses that may need to remain closed until all of the parameters are in place to prevent the spreading of the Coronavirus. He said masks have been ordered and will be distributed for City staff and residents to assist them in complying.

Commissioner Burke thank the manager for providing his report on the virus, but said he failed to touch on the testing center that is coming to the City.

City Manager Pate said the City is still working on the details for opening a COVID-19 Testing Center. He anticipates that the center will open on this coming Saturday.

Commissioner Burke asked if testing will be available for employees.

City Manager Pate said testing will be available to employees.

Vice Mayor Davis thanked the manager for doing what needs to be done on behalf of the City.

City Manager Pate thanked the commission for bringing forth and adopting legislation to aide with the efforts to comply with the practice of handling the virus.

Commissioner Kelley said he hopes the large apartment complexes are adhering to the social distancing rules because he has observed people ignoring and violating the guidelines.

City Manager Pate requested that the commission wait until tomorrow night to receive an answer because the police chief is going to make a presentation on enforcing the rules.

City Manager Pate asked Budget Administrator Robert Anathan to provide an update regarding the budget.

Mr. Anathan said he has been working stringently to make sure the budget process is moving forward as scheduled. The FY 2018-2019 will be completed soon and he expects to see much better progress moving forward.

City Manager Pate asked Public Works Director Airia Austin to provide an update on City projects.

Mr. Austin said he is pleased to say that Pump Station No. 5 has been completed as of yesterday and it is one of five (5) pumps station that are in the consent agreement that the City agreed to deal with. They will address the other stations in the coming month so the City will be in compliance with DERM. There was a set back because of the virus, but they have ramped up and the work is in progress. The resurfacing of the roads and streets are ongoing and they are making a lot of strides with patching up all of the potholes in the City which will reduce the costs of liability to the City.

City Manager Pate asked Finance Consultant Gerri Lazarre to provide an update on the City's finances.

Ms. Lazarre said the department has been working on providing refunds to water customers and outstanding balances are in collections to recoup funds owed to the City. They are working to complete the audit and are heavily focused on an operational plan to ensure accountability and adhering to processes and procedure.

Commissioner Burke asked what the timeline was for hiring a Finance Director to run the Finance Department as opposed to working with a consultant.

City Manager Pate said his biggest effort is completing the audits. Once that is up to date, then a normal routine can be put in place. At that time the City will continue recruiting for a full time finance director that will not have to come in and play catch up when the City is not current with the Finance Department being up to par.

Commissioner Kelley asked for an update on the bus benches.

Mr. Austin said he is working with the budget administrator and identifying vendors to swap out the benches. He anticipates this to be completed within the next three (3) months.

18. OFFICIAL BOARD REPORTS:

19. MAYOR /COMMISSION REPORT:

Commissioner Kelley thanked the manager and staff for all of their efforts while dealing with the virus and continuing to engage the residents.

Commissioner Burke thanked everyone involved with the weekly community feeding. He extended kudos to everyone and said they will continue to work on behalf of the residents in the City.

Vice Mayor Davis also thanked everyone for their sacrifice by working on behalf of the residents in the City.

Commissioner Bass agreed with her colleagues and thanked everyone for their efforts and the work they have been putting in on behalf of the residents.

Mayor Pigatt announced that the 94th Anniversary of the incorporation of the City is on tomorrow, May 14, 2020. He said they will continue to work for the City and its residents and continue the City's history. He said he is happy for the new PR person so the residents can stay

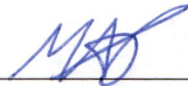
informed on where the City is and where it is going. He hopes the call center will be up and running so residents can call in with concerns about COVID-19. The City has advocated for the testing center and he is pleased that residents will be able to walk up for testing if needed. He gave the telephone number for the call center which is 305-499-8767 so residents can call with questions and make appointments (no appointments necessary).

Commissioner Bass said she hopes some form of celebration will take place sometime this year to celebrate the City's anniversary.

20. OFFICIAL BOARD APPOINTMENTS:

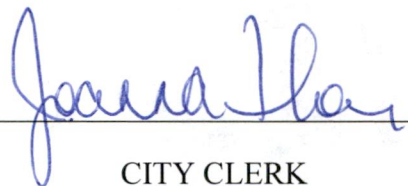
21. ADJOURNMENT:

There being no further business to come before the Commission, it was moved by Commissioner Bass, seconded by Vice Mayor Davis to adjourn the virtual meeting at 9:28 p.m.

A handwritten signature in blue ink, appearing to be "MAD", is written over a horizontal line.

MAYOR

ATTEST:

A handwritten signature in blue ink, appearing to be "Joanna Hay", is written over a horizontal line.

CITY CLERK