

CITY OF OPA-LOCKA

“The Great City”

CLERK’S ACTION SUMMARY MINUTES

SPECIAL COMMISSION MEETING

November 22, 2021

5:30 P.M.

1. CALL TO ORDER:

Mayor Williams called the meeting to order at 5:41 p.m. on Monday, November 22, 2021 at Sherbondy Village, 215 Perviz Avenue, Opa-locka, Florida.

2. ROLL CALL:

The following members of the City Commission were present: Commissioner Sherelean Bass, Commissioner Chris Davis, Vice Mayor John H. Taylor Jr., and Mayor Veronica Williams. Also, in attendance were: City Manager John E. Pate, City Attorney Burnadette Norris-Weeks, Assistant City Attorney Candice Cobb and City Clerk Joanna Flores.

3. INVOCATION:

The Invocation was delivered by Commissioner Bass.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited in unison.

5. PUBLIC INPUT: (agenda items only)

City Clerk Joanna Flores announced the protocol for public participation at City Commission meetings.

Mayor Williams opened the floor for Public Input.

There being no members of the public to address the Commission, Mayor Williams closed Public Input.

6. RESOLUTIONS:

- a) A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, ACCEPTING THE PROPOSAL FROM MARCUM LLP IN RESPONSE TO RFP NO. 21-1115200 FOR INDEPENDENT**

AUDITING SERVICES; FURTHER AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT, ATTACHED HERETO AS EXHIBIT "A"; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

Sponsored by City Manager

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

It was moved by Commissioner Bass, seconded by Vice Mayor Taylor to discuss Agenda Item 6-a.

Mayor Williams asked City Manager Pate to introduce Agenda Item 6-a.

City Manager Pate asked Financial Consultant Gerri Lazarre to introduce Agenda Item 6-a.

Financial Consultant Gerri Lazarre stated that the City issued a request for proposals for independent auditing services and received 3 proposals on Monday, November 15th from S. Davis & Associates, HCT Certified Public Accountants and Consultants, and Marcum LLP. Ms. Lazarre explained that the City's evaluation committee met on November 17th to evaluate and rank the proposals, and Marcum LLP received the highest rank. She reported that the Audit Committee convened on Thursday, November 18th to evaluate the proposals and the recommendation from City Staff, and they voted to accept the recommendation of the evaluation committee. Ms. Lazarre said that the recommendation of the Audit Committee was being brought before the Commission, to approve the selection of Marcum LLP and allow the City Manager to negotiate with the firm.

Mayor Williams stated that she was there during the Audit Committee, when a few questions were asked, and it was determined that the Committee was comfortable with passing the approval of Marcum LLP.

Commissioner Davis asked which audit years the item is procured for.

Financial Consultant Gerri Lazarre informed the Commission that the resolution proposed by Agenda Item 6-a is for 2 audit periods, including fiscal years 2020 which they are hoping to begin as soon as it's negotiated with the goal of having the audit done around February or March and then fiscal year 2021 which they want to have done by June 30th. Ms. Lazarre pointed out that the June 30th deadline to complete both audits is noted in the request for proposals and the proposal responses, and she said that then the 2022 audit will be submitted on a regular schedule based on an extension if the Commission agrees to it.

Commissioner Davis stated his understanding that the resolution proposed by Agenda Item 6-a is for the past due audits from 2020 and 2021.

Financial Consultant Gerri Lazarre clarified that the resolution proposed by Agenda Item 6-a is for 2 years, including 2020 which is past due, but she pointed out that 2021 is not past due yet.

There being no additional discussion, the resolution proposed in Agenda Item 6-a passed by a 4-0 vote.

Commissioner Davis	Yes
Vice Mayor Taylor	Yes
Commissioner Bass	Yes
Mayor Williams	Yes

7. APPROVAL OF APPLICATION FOR CITY COMMISSION VACANCY:

Mayor Williams stated that City Clerk Joanna Flores provided the Commission with the application to fill the City Commission vacancy created upon the resignation of Mayor Pigatt and asked if there were any questions.

Commissioner Bass said that she has no questions but wanted to say that she likes the way the application looks, and she thinks it has all the information for the Commission to make an intelligent decision.

Commissioner Davis stated that he is okay with the application as presented, noting that it seems to have all the Commission's wishes that were presented at the last Special Meeting.

Mayor Williams stated that the application looks good with everything that the Commission suggested in there. The Mayor noted that the information is included on the application, but asked City Clerk Flores to explain how the application can be picked up as well as the deadline to turn in the application.

City Clerk Flores asked if everyone on the Commission agreed with the dates that she provided, including Friday, December 3rd at 4 PM as the application deadline, and the appointment being made at the Regular Commission Meeting on December 8th.

Vice Mayor Taylor asked if the Commission will be able to access all the applicants for the Commission vacancy, on Friday, December 3rd.

City Clerk Flores assured the Commission that she will prepare a package including all the applications received for the Commission and she will have it delivered to them based on their preference a little bit after 5 PM on Friday, December 3rd.

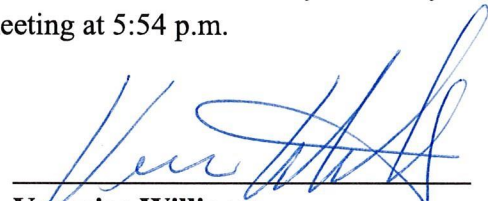
Mayor Williams clarified that there will not be a scoring system for the applications submitted for the Commission vacancy. The Mayor said that this is a way for the board to

decide based on information that will be provided to them, and that they will be choosing a board member based off the applications that are given, but that it is one process that they think is a great process to make the decision. Mayor Williams informed City Clerk Flores that the applications to fill the Commission vacancy can be made available to the residents who would like to apply.

City Clerk Flores stated that the information for the application to fill the Commission vacancy, will be made available to the public via the City Clerk's web page and applications can be picked up in the office or downloaded from the internet. The Clerk added that all interested applicants shall be qualified electors of the City of Opa-locka, having resided in the City for more than 365 days prior to the application date.

9. ADJOURNMENT:

There being no further business to come before the City Commission, it was moved by Vice Mayor Taylor, seconded by Commissioner Davis to adjourn the meeting at 5:54 p.m.


Veronica Williams
Mayor

Attest:


Joanna Flores, CMC
City Clerk