

City of Opa-locka

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



CHARTER REVIEW BOARD Agenda

**Monday, June 27, 2022
6:00 PM**

**City Commission
Chair Jannie Russell
Vice Chair Nikisha Williams
Board Member Christina Banks
Board Member Mykeisha Fenn
Board Member John Riley
Board Member Audrey Edmonson
Board Member Frank Vega**

SPEAKING BEFORE THE CITY COMMISSION

Pursuant to F.S. 286.0105, 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.

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in the proceeding should contact the Office of the City Clerk at (305) 953-2800 for assistance at least two (2) business days prior to the meeting to request such accommodation. If you are hearing or speech impaired, please contact the Florida Relay Service by using the following numbers: 1-800-955-8770 (voice) or 1-800-955-8771 (TDD).

Procedures for Public Participation

Participation at Charter Review Board Meetings

The Charter Review Board will meet in-person while allowing virtual participation via Zoom.

Charter Review Board Meeting location for in-person meetings

Charter Review Board Meetings are held in the Auditorium at Sherbondy Village, 215 Perviz Avenue, Opa-locka, Florida, with offsite participants joining by Zoom.

How to watch the meeting

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

How to participate

Charter Review Board Meetings are held in-person with virtual participation; members of the public wishing to address the Commission on any agenda item may do so in person or virtually.

To participate virtually, please register prior to the start of the meeting at www.opalockafl.gov.

CITY OF OPA-LOCKA
"The Great City"

AGENDA
CHARTER REVIEW BOARD
June 27, 2022
6:00 PM

1. CALL TO ORDER:

2. ROLL CALL:

3. INVOCATION:

4. PLEDGE OF ALLEGIANCE:

5. ADDITIONS/CHANGES/DELETIONS:

Request to add, change or delete items from the agenda

6. APPROVAL OF MINUTES:

Charter Review Board Meeting Minutes – June 2, 2022

7. PUBLIC COMMENT:

Please limit to no more than three (3) minutes

8. DISCUSSION ON RECOMMENDATIONS FOR CHARTER AMENDMENTS:

1. Proposed ordinance to increase the compensation for the Mayor and Commission.

9. PUBLIC COMMENT:

Please limit to no more than three (3) minutes

10. ITEMS FOR NEXT MEETING AGENDA:

11. ADJOURNMENT:

CITY OF OPA-LOCKA
"The Great City"

CLERK'S ACTION SUMMARY MINUTES

CHARTER REVIEW BOARD MEETING

Thursday, June 2, 2022

6:00 p.m.

1. CALL TO ORDER:

Board Chair Jannie Russell called the meeting to order at 6:04 PM on Thursday, June 2, 2022 at Sherbondy Village, 215 Perviz Avenue, Opa-locka, Florida.

2. ROLL CALL:

The following members of the Charter Review Board were present: Board Member Christina Banks, Board Member Frank Vega, Board Vice Chair Nikisha Williams and Board Chair Jannie Russell. Also in attendance were City Attorney Burnadette Norris-Weeks, Assistant City Attorney Candice Cobb and City Clerk Joanna Flores.

3. INVOCATION:

The invocation was delivered by Board Member Banks.

4. PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited in unison.

Board Chair Russell called for a moment of silence for the children, families and all those who have lost their lives as a result of the senseless killings taking place in the United States, adding that the hate that is going around doesn't represent the majority of people in the country, asking God to have mercy on them.

5. ADDITIONS/CHANGES/DELETIONS:

Request to add, change or delete items from the agenda

There were none.

6. APPROVAL OF MINUTES:

Charter Review Board Citizens' Input Workshop Minutes - May 11, 2022

It was moved by Board Member Banks, seconded by Board Vice Chair Williams to approve the **Charter Review Board Citizens' Input Workshop Minutes - May 11, 2022.**

There being no discussion, the motion to approve the minutes passed by a 3-0 vote.

Board Member Banks	Yes
Board Member Fenn	Not Present
Board Member Riley	Not Present
Board Vice Chair Williams	Yes
Board Chair Russell	Yes

7. PUBLIC COMMENT:

Please limit to not more than three (3) minutes

Due to technical difficulties, it was moved by Board Vice Chair Williams and seconded by Board Member Banks to reorganize the agenda, to make Agenda Item 8 - Discussion on recommendations for charter amendments, Agenda Item 7, and make Agenda Item 7 - Public Comment, Agenda Item 8.

There being no discussion, the motion to amend the agenda passed by a 3-0 vote.

Board Vice Chair Williams	Yes
Board Member Banks	Yes
Board Member Fenn	Not Present
Board Member Riley	Not Present
Board Chair Russell	Yes

8. DISCUSSION ON RECOMMENDATIONS FOR CHARTER AMENDMENTS:

1. Presentation by Darvin Williams, Interim City Manager ref: Fiscal Impact of proposal to increase Commission salary

Board Chair Russel asked her fellow board members if they would like to provide a little bit of background to Interim City Manager Williams, considering that she doesn't know if he's had time to watch all of their meetings.

Board Vice Chair Williams stated that the Charter Review Board Members would like to understand the impact to the budget as it relates to some changes they are looking into, including the compensation for the City Commission. She said that her recollection was that the entire Commission makes \$6,000 a year and one of the things that the Board is looking at is what that could potentially look like, in addition to the benefits that they

might potentially get to go with that, including a car stipend, phone stipend and insurance. Board Vice Chair Williams asked if the Board were to make those changes and increase the salaries of the Commission, how it would impact the process.

Board Chair Russell stated that it was suggested that maybe any increase in salary and benefits for the City Commission wouldn't go into effect this current year because when the election takes place, the City will be in the middle of a budget year and they understand that it will have some type of impact on that budget. The Board Chair asked if it would be more feasible if the Board were to agree for it to go into effect after the City comes out of financial oversight, or if they should give it a year to go into the next budget year.

Board Member Banks stated that she considers running the City like a business and said that she would like to know where the City is going to take the funds from if the salary and benefits increase for the City Commission is approved, in addition to whether it would have any impact at all. The Board Member also asked how far the Charter Review Board can go with how much they can give the Commission, adding that she is not against giving them something because she believes they're entitled to something. Pointing out that because tax dollars will go towards this, she asserted that it should be very transparent if the Board desires to give the Commission cars, phones, laptops and whatever else the Board may decide to pass. Board Member Banks said that she wants to talk about how it is going to impact Residents and the City's tax base, noting that they're already at a high and adding that she doesn't think residents can take anything else right now. Expressing her confidence that they can't even think about it for this budget, she also said that the City's employees are at a standstill and it doesn't look good that they project to the public that they're going to increase the salary and benefits for the Commissions while the Employees' salary and benefits are down. Board Member Banks concluded by stating that she doesn't see them doing it right now when there are a lot of other things that the City needs to do, adding that the current Commission Members did take an oath knowing the amount of money that they were going to get.

Board Chair Russell thanked Interim City Manager Williams and acknowledged that the Charter Review Board Members had received the chart the Manager provided, adding that the Board has stated that if they decide that the salary and benefits increase for the City Commission is something that they will approve, that they are going to tie it to some type of formula and not just come up with a number.

Interim City Manager Williams stated that based on what he heard from the 3 Charter Review Board Members who provided some background on their discussions related to increasing the salary and benefits for the City Commission, he thinks they are all on the same page and he added that it sounds like they're already asking the right questions and

proffering some of the right solutions. The Manager said that the issue is at a cross section between a legal process, an oversight process and a budgetary and financial process, with 2 different engines which he said he was prepared to speak to. Asserting that he supports marketable salaries for elected officials, he acknowledged that he does not believe the current Commission has that and he explained that he believes that it combats corruption. In discussing the packet outlining the salaries of elected county constitutional officers and school district officials, the City Manager said that when he first received the Board's formula review request from the City Clerk's Office, he immediately turned it over to Budget Administrator Bob Anathan, but he and the Manager came to the conclusion that it's not a workable formula based on Opa-locka's size, its population density, the variables, the constructs and the initiation dates. He informed the Board that it doesn't mean that they want the Board to pull a number out of the air, and he said that they do believe that they can prepare a formula based on the City's vicinity and size. The Manager went on to acknowledge that it is true the City is under financial oversight, but he pointed out that he is not the first city manager to support a salary for the elected officials. Noting that since the City has been under financial oversight, the State of Florida has denied the requests to increase the Commission's salary and benefits, the Manager further pointed out that they need to really understand the power that the financial oversight committee has, including having the authority to vote up or down as well as make recommendations on anything that can have a fiscal impact, recognizing that increasing the salary for the elected officials will have a fiscal impact. The Manager recalled that one of the first actions taken by the financial oversight committee was to remove the vehicles from the elected officials. He also reported that while he has not received anything in writing yet, the Manager said he has received verbal approval to increase the Commission's budgets for events to \$10,000 each. Addressing Chair Russell's point, the Manager acknowledged that an increase in salary and benefits for the Commission may not be something the City may want to implement for this year, but is perhaps something that would probably be more prudent to implement in a later year when the City may not be under financial oversight. The Manager shared some examples of how being under financial oversight impacts the City's day-to-day operations, including not being able to pay any of the vendors in advance for the services they provide for City events, nor can the elected officials or any City employee have a credit card to cover reimbursable expenses. He shared that he has presented a tentative plan that has received tacit approval to pull Opa-locka out of financial oversight within the 9 - 12 months, and offered assurances that he is going to continue working to execute that plan and expressed his confidence that it will get done and will pull the City out from under that State, after being under financial oversight since 2016, which he said would free up the conversation about compensation for the elected officials tremendously. Turning to Board Member Banks' primary concern, while acknowledging that it is everyone's concern, the Manager addressed the

question about the money and said that if it was proposed to raise the Commission's salary to \$40,000 as he said was recently proposed in Miami Gardens as a dramatically larger city with similar demographics, he is confident that Opa-locka could easily absorb the \$200,000 budget item for the 5 Members of the Commission as part of the \$54 million City budget. Adding that there would be some things that would have to be tightened up, the Manager said that if he received direction from the Commission following a recommendation from the Charter Review Board, to enact the salary increase, he stated that he could make it happen. The Manager also agreed that it would not look good to propose to increase the salary for elected officials and not act upon the City Employees who work 40 hours a week. He further pointed out that would be another reason to not implement an increase to the Commission's salary and benefits this fiscal year, because he informed the Board that the gap is being closed on 2 union contracts, including the American Federation of State, County and Municipal Employees Union contract which will implement a \$15 minimum wage and the Police Benevolent Association contract which will increase Police salaries by \$10,000 and will have a dramatic fiscal impact with the Police Benevolent Association contract alone projected to cost the City about \$1 million. The Manager also informed the Board that the City's tax base is increasing, having just received a budgetary analysis from the State which indicates that a minimum of another \$800,000 is expected to be added based on valuations that had not been budgeted in previous years. Additionally, he shared that over \$100 million in capital improvement projects are anticipated to increase the City's taxable income. The Manager summarized his recommendations for the Charter Review Board by stating that he does believe that a marketable salary for the Commission is fair, he believes that a calculation to determine the Commission's salary should be based off of a review of sister cities and that any increase is something that should be considered for a future fiscal year.

Board Chair Russell thanked Interim City Manager Williams and stated that his presentation to the Charter Review Board was very informative. The Board Chair said that everyone who sits on the Board is very concerned about the fiscal impact of the recommendations they will make because they are Residents. She shared that she was just looking at her taxes from last year, and noted that this year they have increased, adding that she wants her property to be of value and doesn't want it to be devalued as some of the homes in Opa-locka have been devalued in the past. The Board Chair went on to say that the City Manager's Office keeping a good relationship with the financial oversight board makes it possible for them to have a more favorable view of the City. Having been an employer for over 20 years, Board Chair Russell stated that she believes that City Employees should be compensated. Acknowledging that the COVID-19 pandemic has caused some financial challenges for families because some people are still not able to go to work, with their kids being out of school and somebody having to stay

home to take care of them, she offered assurances that they understand. Board Chair Russell asserted that the Charter Review Board has worked very hard and is very passionate about the process and she thinks that they are taking it very seriously. Despite her never having served on a charter review board before and it being her first time chairing such a board, she stated that the information that they have been given through the City Clerk's Office, the City Attorney's Office and now through the City Manager's Office, has really been a great help to the Board and the Chair shared her appreciation because it has educated her in some areas that she had previously just known about based on word of mouth. The Chair went on to say that once you go through the Charter yourself, you will see there are a lot of things that can be changed. She recalled that the City Attorney told the Board that everything doesn't necessarily have to be in the Charter because it could be in the City's Code of Ordinances, and that they wanted to try to keep the Charter as tight as they can. Further reflecting on the experience, the Chair said that the Board has been trying to make decisions while the City is under financial oversight. She recognized that the Board has Members with different experiences, including Board Member Banks who has been a City Employee for years and understands the process. Offering assurances that they want to be diligent with their responsibility, Board Chair Russell asserted that the Board wants to have as much information as they can so that they can make good sound decisions.

Board Vice Chair Williams acknowledged that Interim City Manager Williams informed the Charter Review Board that the State of Florida Financial Oversight Board has rejected all recommendations to increase the Commission's salaries and said that she is curious if having it written into the City's Charter would still result in a rejection or if the State would have to abide by what the Citizens of Opa-locka vote on.

Interim City Manager Williams stated that Board Vice Chair Williams question about whether or not the State of Florida Financial Oversight Board would have to abide by an increase to the City Commission's salaries if it was voted on by the Citizens of Opa-locka, was an interesting legal question that he would have to defer to the City Attorney on.

City Attorney Norris-Weeks stated that the State of Florida Financial Oversight Board would not have the ability to reject an increase to the City Commission's salaries if it was voted on by the Citizens of Opa-locka and added to the City's Charter.

Board Chair Russell asked Board Member Banks if all her questions were answered.

Board Member Banks said that she is not the bad guy, but said that after years of working with the City, she has always been the lady who handled the money and is concerned

about the money, having come from departments that had no money. Ms. Banks said she thinks the Board knows where she stands because she has made it very clear that they need to know where the money is going to come from if they're going to even put the recommendation for an increase to the Commission's salary and benefits out there. She acknowledged that the final votes are going to come from the people, and pointed out that in addition to sitting on the Board, she is part of the people and said that she knows what her vote's going to be because she looks at her taxes, water bill and the cost of keeping her home up and everything that goes along with being a good Citizen. Board Member Banks concluded by thanking Interim City Manager Williams, Board Chair Russell and Board Vice Chair Williams, assuring them that she got her answer and is very satisfied with that, adding that they need to do whatever they're going to do.

Board Vice Chair Williams expressed appreciation for the effort made by Interim City Manager Williams and Budget Administrator Anathan to work the formula for the calculation of the City Commission's salary, despite determining that it doesn't really work for what is attempting to be accomplished. The Board Vice Chair also acknowledged that the City Manager stated they can come up with something and asked that they work with the team to present that to the Charter Review Board at their next meeting.

Interim City Manager Williams confirmed that his Office can absolutely work on Board Vice Chair Williams' request.

Board Chair Russell suggested that the Charter Review Board be presented with 2 scenarios considering that they talked about benefits for the City Commission including cell phones and cars, but Board Member Vega suggested that an all inclusive amount be proposed. The Board Chair also recalled having previously stated that the one thing she didn't think could be included is a cell phone because they are City property and if they have to be subpoenaed, the City can take those phones.

Board Member Vega recalled that when they had their last discussion, the Charter Review Board removed from consideration the cell phones for the City Commission because they are already provided by the City. The Board Member went on to say that he thought what was brought up was very good, referring to the proposal to wait to increase the Commission's salary and benefits until next, acknowledging that there are many good things going on in the City and if it is pushed down the line a little, the City will get out from under the Oversight Board and will be able to crunch the numbers to figure out what can be given to the City Employees and the Commission, concluding that it makes economic sense.

Interim City Manager Williams informed the Charter Review Board that at an annual starting salary of \$38,000 the City of Opa-locka has the lowest starting salary in the entire State of Florida for all cities of its size. The City Manager shared that when he initially proposed a \$10,000 increase, which was estimated to cost about \$1.8 million, his entire team including his budget guru Mr. Anathen, looked at him like he was cuckoo for cocoa puffs. He went on to say that after coming into his office over the weekends and looking at every penny, the Manager is confident that they got it covered and are now looking at a minimum wage increase. He acknowledged that the increase is not going to be much from what's already been negotiated at \$15 for the American Federation of State, County and Municipal Employees Union contract, but the Manager stressed how important it is to him that City Employees are taken care of first. Further acknowledging that the salary increase of the Police Department and the American Federation of State, County and Municipal Employees Union contract will represent huge budgetary constraints that he has decided to put forward as part of his agenda for the City, the Manager pointed out that they can only push the train so far at this time, but offered assurances that if directed, he would find the money from somewhere. Acknowledging Board Member Banks' point, if the City is required to find the money from somewhere for the proposed increase the Commission's salary and benefits, he asked at what cost it would come to the City and also agreed with Board Member Vega that the City is going to be in a much better position in the subsequent fiscal year.

Board Chair Russell asked if Interim City Manager Williams was proposing that the salary and benefits increase for the City Commission be considered for the 2022 - 2023 fiscal year.

City Manager Williams confirmed that he recommended that the proposed salary and benefits increase for the City Commission be considered for the 2023 - 2024 fiscal year.

Board Chair Russell stated that City Manager Williams' recommendation to consider the proposed salary and benefits increase for the City Commission for the 2023 - 2024 fiscal year, sounds reasonable.

Board Member Banks stated that if the proposed salary and benefits increase is considered next fiscal year, a better decision can be made on the amount of money, because the budget will be available to be seen, offering her prayers that the City will come out of financial oversight by then.

Board Member Vega stated that there are lots of projects going on and the City is going to be receiving new income, and suggested that the money for the proposed salary and benefits increase for the City Commission, could come out of those funds.

Board Member Banks pointed out that there are many budget line items that that money can be pulled from in order to give the City Commission a substantial and salary, but asserted that the City cannot do it right now and stressed that she does not believe they should even send that message to the Financial Oversight Committee or to the public, considering what the community is going through with high prices everywhere and people trying to deal with everyday life in the midst of a financial crisis.

Board Member Vega stated that it takes time to build up cash as the City saves, brings in new income, manages it correctly, and with time, it will build up capital with plenty of potential in the City. The Board Member asserted that it's not a problem that tomorrow things are not going to be better because things are only going in the right direction.

Board Vice Chair Williams pointed out that the Charter Review Board is simply making recommendations that will go to the people who would vote on the proposed amendments to the City's Charter. Acknowledging that it is a subtle but important nuance, she said that the Board's recommendations will be based on the research provided by all of the amazing experts who have made presentations to the Board.

Board Member Vega stated that the first question members of the Community are going to ask is whether the City is out from under financial oversight, and being able to say that the City is out from under financial oversight will be a plus along with being able to share the new things that are happening in the City, having put the COVID-19 pandemic behind us, with everybody back to work and things getting back to normal again, which he asserted he thinks would be the time to propose the increase to the Commission's salary and benefits.

Board Chair Russell stated that she believes that all of the Charter Review Board Members understand that the people are the ones that are going to ultimately make the decision to amend the City's Charter, but she said that if it's something that they are going to recommend as Board Members, she suggested that they're going to have to also push the issue because otherwise she feels it would have been a waste of their time with the proposal to increase the Commission's salary being just one item that they are looking at. The Board Chair said that they don't want to go out in the community and talk negatively about what they're trying to do because they all have the best interest of the Residents and businesses in mind, as Residents themselves who recognize that as the City flourishes, the people reap the benefits. Pointing out that this is not the first time that she has been involved with the City and that the City has been through financial oversight before and came out from under financial oversight previously, she stated that since the City has been under financial oversight, the State of Florida hasn't given the City money

to come out of financial oversight, and the City has just tightened its belt. Acknowledging that money is going to be generated by new homeowners and businesses coming into the Community, she said that the Citizens have to build the Community so that it can be viable, but she warned that if they don't think and talk positively about it, then it's not going to happen. Further recognizing that they can all agree that they see some good things going on in the City, including things that are going to generate revenue for the City, Board Chair Russell asked City Manager Williams to speak to that.

Interim City Manager Williams confirmed Board Chair Russell's statement that the State of Florida has not provided any funding or financing to the City of Opa-locka to come out of financial oversight because they've felt strongly that by tightening the belt and being fiscally responsible that the City will be able to do it on its own, adding that he is of the same opinion.

Board Vice Chair Williams asked if any money is due to the City which they should expect to receive once the City comes out from under financial oversight.

Interim City Manager Williams explained that while there is money the City can lose as a result of the financial oversight process, there is no money that is owed to the City of Opa-locka.

Board Member Vega asked what the City could lose through the financial oversight process.

Interim City Manager Williams explained that the State of Florida Oversight Committee monitors the City's fiscal activity by reviewing the audits. The Manager acknowledged that the City is several years behind on its audits and continues to ask for extensions, adding that the 2 previous city managers asked for extensions on the 2020 audit which is now being closed out despite being in the year 2022 and going into fiscal year 22-23. While when the City has previously asked for 30 day extensions, the Manager said that they generally respond fairly quickly, but unfortunately the City has not received a response back to the most recent extension request. The Manager also shared that after a meeting last Thursday that he said went very very well, he does believe that the City can get that extension granted but then faces the question about getting the 2021 and 22 audits done. Addressing Board Member Vega's question directly, Manager Williams explained that the City receives revenues from the tax base based on the City's size and income, sometimes providing matching funding, and he said that they can hold back and even permanently deny that funding if they feel that the audits are not being done appropriately.

Board Member Vega asked when Interim City Manager Williams thinks he will be up to date with the audits.

Interim City Manager Williams informed the Commission that his goal is to have the 2020 audit done by August 1st and the 2021 audit by December of this year.

Board Member Vega noted that the plan explained by Interim City Manager Williams, to have the audits up to date within 6 months, indicates to him that the City is going in the right direction.

Board Chair Russell stated that all of the Charter Review Board Members agree with Board Member Vega that the City is going in the right direction. The Board Chair shared that she understands the importance of audits because she has to complete an independent audit every as a small non-profit organization, and she acknowledged that if you don't have your audits in line, you don't get reimbursement. She also asked if Interim City Manager wanted to address the concerns about the Civil Service Board, which she noted had been in the City Charter and was taken out, recalling that Board Member Riley and Board Member Banks would like to see it put back in the Charter because they feel that if it is in the Charter, it's something that the City has to do. She further noted that after a request for information from the Charter Review Board, the Human Resources Department informed them that the rules, regulations, policies and procedures that were part of the Civil Service Board still exists within the City within the Code of Ordinances. The Board Vice Chair went on to say that she is under the impression that policy and procedure must be followed, and she asked if the documents provided by the Human Resources Department were to Board Member Banks' satisfaction.

Board Member Banks reminded the Charter Review Board that they voted on the item proposing to have the Civil Service Board added back into the City Charter, but it was voted down, and she added that to her knowledge that meant it stays in the City's Code of Ordinances. The Board Member explained that she requested the information about the policy to file a grievance from the Human Resources Department so that the Board could see it. Speaking as a former City Employee, Ms. Banks said that if the Human Resources Department is weak, it's not helping the people especially if they don't know that there's a way to handle a grievance. She asserted that the Employees should be given a package and that package should walk them through everything that the city expects of them, which they should sign and that it should be put in the employee's file.

City Attorney Norris-Weeks informed the Charter Review Board that Assistant City Attorney Cobb prepared a memorandum that includes comparisons of what the Civil Service Board was before, the legal impact and its history.

Interim City Manager Williams asked if the Charter Review Board Members needed anything more from him.

Board Chair Russell stated that the next time he comes to the Charter Review Board meeting or sends someone to represent his Office, they would like to have the information they need.

9. PUBLIC COMMENT:

Please limit to not more than three (3) minutes

Board Chair Russell opened Public Comment.

Ms. Dorothy Johnson of 13724 NW 22nd Place strongly encouraged the Charter Review Board to work in an ad hoc advisory capacity, but to not put the proposal to increase the Commission's salary and benefits on the 2022 general election ballot. Ms. Johnson reminded the Board of the importance of perception during the critical time of financial emergency. Recalling that she came onto the City Commission in 2022 when the City was under financial emergency and she stated that the City should have a certain percentage of reserve funds in the bank, and also pointed out that the State of Florida does not normally provide funds to the City to offset its financial difficulties, but the Financial Oversight Board does ensure that the proper policies, procedures, transparency and accountability measures are being adhered to. Ms. Johnson also pointed out that in order for the Audit Committee to go forward, the Interim City Manager has to make an appointment. Stressing her belief that it is crucial that City Employee pay scales are looked at, she said that she thinks the City is going in the right direction started by the previous uh City Manager and picked up Interim City Manager, adding that it should be a priority. Ms. Johnson suggested that the Charter Review Board and the City Commission can take this time to rebuild trust in the Community at large, which she thinks is crucial. She went on to also reiterate her support of single member districts. Ms. Johnson also said that she is certified and trained as a human resource and suggested that the employee handbook could be amended so that City Employees can know the procedures for getting things done. She also shared that she is hearing positive feedback from City Employees and said that things appear to be going in the right direction. Ms. Johnson shared that she agrees with what she has heard thus far and said that the Charter Review Board has time to put things in order and should not be rushed. She shared that the feedback that she has gathered from one side of the community to another, she is not feeling a strong commitment. Ms. Johnson also informed the Board that she has heard some silent

conversation and rumors about annexation, but suggested that they need to go back and look at the past with wisdom and teamwork. She concluded that as a Community, one Team, one City, they can get the job done, thanking the Charter Review Board and assuring them that she thinks they are on the right track together.

Board Chair Russel thanked Ms. Dorothy Johnson for always being available to give the Charter Review Board some insight. The Board Chair said that she thinks the Board is going to ask the Commission to continue after completing their duties for this election, so that they can take a deeper dive into the single member districting concept because she thinks it is something that requires a lot of time. The Board Chair also thanked Interim City Manager Williams once again and said that she didn't think they needed anything more from him during the meeting. She also noted that the Board was provided with documents related to the duties of the Mayor and Vice Mayor in other cities, suggesting that they need to take a look at it, but stating that she is overloaded with the information they received during the meeting. Board Chair Russell asked if there was anything else the Board needed to discuss.

10. ITEMS FOR NEXT MEETING AGENDA:

Board Vice Chair Williams asked for guidance from the City Attorney on whether the proposed amendments to the City's Charter that the Board will recommend, needed to be included in a single question or if they could be separate questions that would appear on the ballot before voters.

City Attorney Norris-Weeks informed the Charter Review Board that there are very specific provisions in Florida statutes that deal with how ballot language is supposed to be laid. The City Attorney said that generally one ballot question should be proposed for each issue that is to be amended in the City's Charter. Additionally, she said that there must be a certain number of words in the title and the body of the document, it has to be formatted in a very specific way, and once the Board has all the questions and issues they want to propose, the legal team will then construct those in a way that meets the statutory requirements. She also recommended that the Board may want to be conscientious without limiting their work, considering the number of pages that a ballot may grow to and also taking into consideration the cost factor for the City.

Board Vice Chair Williams expressed concern that the Charter Review Board is going to start to run out of time and recommended that they begin to vote on the items the Board Members have recommended at their next meeting. The Vice Chair said that she is conscious of the process and that they could make a recommendation to the Commission and somewhere along the way, the wording of the proposed ballot question could get changed and lose a bit of the Board's intention.

Board Chair Russell asked for City Clerk Joanna Flores' and City Attorney Norris-Week's suggestions for how the Charter Review Board should go about recommending to the City Commission their proposed amendments to the City's Charter, asking whether it was possible to ask 2 questions. She shared her recollection that once before when the Commission's salaries were on the ballot, something was on the ballot about deferred compensation and she said that's what made the citizens not vote for it because they felt like they were trying to put something in that really wasn't.

City Attorney Norris-Weeks suggested that the Charter Review Board request a reminder from the City Clerk on the deadline for the amendments to go to the Supervisor of Elections Office. The City Attorney informed the Board that she and the Clerk may have some suggestions that the Board may want to consider, adding that it's not ready yet, but assuring them that they will have a suggestion that may clarify something in the City Charter. She stated that her Office will try to turn it around as quickly as they can so that as soon as they vote, they will try to turn those questions around so they can hopefully appear on the next agenda. The City Attorney reminded the Board that they are serving in an advisory capacity, and thus the City Commission can revise the Board's recommendations.

City Clerk Flores reminded the Charter Review Board that the deadline for proposed ballot questions to appear on the November 8, 2022 ballot, requires that the resolutions be adopted by the City Commission and submitted to the Miami-Dade County Supervisor of Elections is July 29th. The Clerk also stated that she requested permission to include up to 10 ballot questions.

Board Vice Chair Williams asked if the City Commission will need 1 or 2 meetings to consider the recommendations made by the Charter Review Board for amendments to the City's Charter.

City Attorney Norris-Weeks explained that the ballot questions that would propose amendments to the City's Charter would have to be in ordinance format and thus would require 2 readings at 2 City Commission meetings.

City Clerk Flores informed the Charter Review Board that the City Commission will hold 2 meetings in July on July 13th and 27th.

Board Vice Chair Williams asked when the materials for the July 13th would need to be presented to be included in the agenda packet for the Regular Commission Meeting.

City Clerk Flores informed the Charter Review Board that the deadline for materials to be presented to be included in an agenda packet for a Regular Commission Meeting, is 2 weeks prior to the meeting.

Board Chair Russell asked when the next Charter Review Board Meeting was scheduled.

City Clerk Flores informed the Charter Review Board that their next meeting was scheduled for June 16th.

Board Chair Russell stated that when the Charter Review Board Members come to their next meeting, they have to wrap up any loose ends with the information that they're going to get from the City Manager about the City Commission's compensation, and vote on whether they're going to put that issue on the ballot for this term if that's the way the Board wants to go, in addition to the language for the spelling out of the duties of the Mayor. Additionally, the Board Chair suggested that they need to vote on workshopping single member districts and asking the City Commission to extend the Board for a longer period of time.

Board Vice Chair Williams recommended that the Charter Review Board meet on June 23rd in addition to the 16th because she has a feeling that they might not wrap up every single thing they need to at their next meeting. The Vice Chair also expressed her support for Board Chair Russell's suggestion that the Board continue its service after this set of recommendations for this year's ballot, for some of the larger items that are going to take a little bit longer.

Board Member Banks informed the Charter Review Board that she won't be able to make it to a meeting on June 23rd because she sits on another board in another municipality that meets that night.

City Clerk Flores pointed out that the City Commission has a meeting scheduled for June 22nd at 7 PM and she suggested that the Charter Review Board could meet for the 2 hours before that meeting, if it was scheduled for 5 PM.

Board Chair Russell recalled that 5 PM was not a good time for everybody on the Charter Review Board, but it was fine with her.

Board Vice Chair Williams stated that she would make it work as well.

City Clerk Flores stated that she would check with the other Charter Review Board Members and make sure that they're available and will shoot out an email once confirmation is provided.

Board Vice Chair Williams informed the Charter Review Board that they had been provided a document which details what other municipalities have in their Charters related to the role of the Mayor, within municipalities that are similar in size to Opa-locka. The Vice Chair said that she would like for the Board to consider defining the role of the Mayor because it is different from the rest of the Commission.

Board Member Banks asked if Board Vice Chair Williams was proposing to change the Mayor's status.

Board Chair Russell stated that she doesn't think Vice Chair Williams is looking at changing the status of the Mayor, but rather looking at the duties that already exist for the Mayor and just having them outlined in the City's Charter.

12. ADJOURNMENT:

There being no further business to come before the Charter Review Board, it was moved by Board Vice Chair Williams, seconded by Board Member Banks to adjourn the meeting at 7:23 p.m.

Jannie Russell
Board Chair

ATTEST:

Joanna Flores, CMC
City Clerk

ORDINANCE NO. 2022-

AN ORDINANCE OF THE CITY OF OPA-LOCKA, FLORIDA, CALLING FOR A REFERENDUM OF THE QUALIFIED ELECTORS OF THE CITY FOR THE PURPOSE OF DETERMINING WHETHER THE CITY CHARTER SHALL BE AMENDED TO INCREASE THE COMPENSATION FOR THE MAYOR AND COMMISSION MEMBERS FROM FIVE HUNDRED AND FIFTY DOLLARS PER MONTH TO ONE THOUSAND DOLLARS PER MONTH; PROVIDING FOR LIFE INSURANCE AND A THREE HUNDRED DOLLAR MONTHLY VEHICLE STIPEND; PROVIDING FOR AN EFFECTIVE DATE 30 DAYS FOLLOWING THE CONCLUSION OF STATE FINANCIAL OVERSIGHT; STATING THE REFERENDUM QUESTION; STATING THE TEXT OF THE PROPOSED CHARTER AMENDMENT; STATING THE DATE ON WHICH THE REFERENDUM WILL BE HELD; PROVIDING AN EFFECTIVE DATE FOR THE CHARTER AMENDMENT, IF APPROVED; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, during a City Commission meeting held on July 27, 2022, the City Commission of the City of Opa-Locka, Florida approved a recommendation of the City's Charter Review Board for a referendum question to go before qualified voters of the City of Opa-Locka for the Mayor and City Commission members to receive an increase in compensation from Five Hundred and Fifty Dollars (\$550.00) per month to One Thousand Dollars (\$1,000.00) per month; to further provide for life insurance and a Three Hundred Dollar (\$300.00) monthly vehicle stipend for the Mayor and City Commission members; and

WHEREAS, the City Commission of the City of Opa-Locka, Florida further accepts the recommendation of the Charter Review Board that if approved by the

qualified voters, that changes to the Charter, as set forth herein, will only become effective thirty (30) days following the conclusion of state financial oversight and only if the City of Opa-Locka is not under state financial oversight; and

WHEREAS, the City Commission desires that compensation for the City's elected officials be increased in order to be more in standing with the amount of work provided to the City; and

WHEREAS, the City Charter requires that the City Commission may, by ordinance, propose amendments to the City Charter and, upon passage of the initiating ordinance, shall submit the proposed amendment to a vote of the electors; and

WHEREAS, the City Commission finds that the proposed amendment to the Charter is worthy of being placed on the ballot at the next City election for approval, or not, by the electorate of the City.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations.

The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Ordinance.

Section 2. Submission of Proposed Charter Language.

Attached hereto and incorporated herein as Exhibit "A", is a proposed amended section of the charter of the City of Opa-Locka. The amended charter is done in strike through/underscore format. All language shown as being struck through is language of

the existing City of Opa-Locka charter which will be deleted from the current charter if the amendment is approved. All language shown as underscored in the proposed charter is language which will be added to the charter if the amendment is approved.

Section 3. Approval of the Ballot Statement.

The following statement is hereby approved as the explanatory statement to be placed upon the ballot as required by Section 101.161, Florida Statutes:

Shall the City of Opa-Locka charter be amended, by increasing compensation for the Mayor and City Commission members, provide for life insurance and a monthly vehicle stipend?

Section 4. Ballot Title.

The following is hereby approved as the ballot title as required by Section 101.161, Florida Statutes:

Amending compensation for Mayor and City Commissions, providing for life insurance and monthly vehicle stipend.

Section 5. Ballot Summary.

Shall the City of Opa-Locka's Charter be amended to increase compensation for the mayor and commissioners from \$550.00 per month to \$1,000.00 per month? Further, shall the Charter be amended to provide for life insurance for the mayor and commissioners, and provide for a \$300.00 monthly vehicle stipend for the mayor and commissioners with all provisions, if approved, to become effective thirty (30) following the conclusion of any state financial oversight?

_____ YES, for the Amendment

_____ NO, against the Amendment

Section 6. Approval of Amendments.

If a majority of the qualified electors of the City of Opa-Locka voting on the referendum question vote for approval of the proposed, then the approved amendments shall go into effect thirty (30) days after the City is no longer under state financial oversight.

Section 7.

This ordinance shall take effect immediately upon adoption, except that the proposed amendment to the City Charter shall become effective as provided herein following referendum. 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 Attorney or designee, without need of public hearing by filing a corrected copy of the same with the City Clerk.

Section 8. Submission to Qualified Electors.

The proposed amendment to the Charter of the City of Opa-Locka (hereafter City Charter) set forth herein shall be submitted to the vote of the qualified electors of the City for approval at a referendum to be held on November 8, 2022.

Section 9. Coordination.

The City Clerk is hereby authorized to coordinate with the office of the Supervisor of Elections in order to do those things necessary to have this proposal placed on the ballot for the City of Opa-Locka election scheduled on November 8, 2022.

Section 10. Proposed Amendments.

The proposed amendments to the City Charter is set forth in Exhibit A, attached hereto and by this reference made a part hereof. (Proposed new text is shown in underline and proposed deleted text shown in strike through.)

Section 11. Conflict & Repealer.

All ordinances, parts of ordinances or code provisions in conflict herewith ordinance are hereby repealed. All provisions of the City Charter which are in conflict with these amendments if approved by the electorate shall be deemed repealed as of the effective date of the amendment.

Section 12. 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 13. Effective Date.

This Ordinance shall take effect immediately upon final passage and adoption.

PASSED FIRST READING this ____ day of _____ 2022.

PASSED SECOND READING this ____ day of _____ 2022.

Veronica J. Williams, Mayor

ATTEST:

Joanna Flores, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass	_____ (Yes)	_____ (No)
Commissioner Davis	_____ (Yes)	_____ (No)
Commissioner Dominguez	_____ (Yes)	_____ (No)
Vice-Mayor Taylor	_____ (Yes)	_____ (No)
Mayor Williams	_____ (Yes)	_____ (No)

EXHIBIT "A"

Section 2.3. - Mayor and commission compensation.

Compensation for the mayor and commissioners shall be set at One Thousand Dollars ~~five hundred fifty dollars (\$550.00)~~ per month. Further, a \$300.00 monthly vehicle stipend and a life insurance policy shall be provided for the mayor and each city commissioners.