

CITY OF OPA-LOCKA

The City of Bright Opportunities



REGULAR COMMISSION MEETING Agenda

**Wednesday, March 8, 2023
7:00 PM**

*Commission Chamber
780 Fisherman Street, 3rd Floor
Opa-locka, FL 33054*

City Commission

**Mayor John H. Taylor, Jr.
Vice Mayor Natasha L. Ervin
Commissioner Sherelean Bass
Commissioner Joseph L. Kelley
Commissioner Veronica Williams**

Appointed Officials

**Interim City Manager Darvin Williams
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 can watch public meetings and public hearings at <https://www.youtube.com/user/CityofOpaLocka>

City Commission Meetings are held in-person while allowing virtual participation. Members of the public wishing to address the Commission may do so in person or virtually.

To participate virtually, please register by 7:00 p.m. on the scheduled meeting date via the City of Opa-locka website at www.opalockafl.gov.

CITY OF OPA-LOCKA
"The City of Bright Opportunities"

AGENDA
REGULAR COMMISSION MEETING
March 8, 2023
7:00 PM

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:**
 - Workshop Minutes – February 1, 2023**
 - Workshop Minutes – February 8, 2023**
9. **DISTRICT ONE / DISTRICT TWO - COUNTY COMMISSIONER REPORT:**
10. **PUBLIC PRESENTATIONS:**
 - Freebee Director of Business Development & Government Affairs, Claudia Miro**
Presentation on Freebee's transportation alternative to improve local mobility for Opa-locka Residents
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, DIRECTING THE INTERIM CITY MANAGER TO ENSURE THE TIMELY IMPLEMENTATION OF A CITY SUMMER YOUTH JOBS PROGRAM FOR AN AMOUNT NOT TO EXCEED FIFTY THOUSAND DOLLARS (\$50,000); PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor***
2. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE INTERIM CITY MANAGER TO ESTABLISH A CENTENNIAL COMMITTEE TO DEVELOP A VISION FOR THE CITY'S CENTENNIAL CELEBRATION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor***
3. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE INTERIM CITY MANAGER TO DEVELOP AN ANNUAL SCHOLARSHIP POLICY TO AWARD SCHOLARSHIPS TO FIVE (5) HIGH SCHOOL SENIORS AND ESTABLISH AN EVALUATION COMMITTEE, A TIMELINE FOR ADVERTISEMENT, AND AN APPLICATION PROCESS SETTING FORTH REQUIREMENTS AND QUALIFICATIONS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor***
4. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, REQUIRING THE CITY CLERK TO DEVELOP A PROCESS FOR TRACKING CITY COMMISSION EVENTS AND PROHIBITING THE CITY MANAGER FROM EXPENDING CITY FINANCIAL RESOURCES TO SUPPORT MORE THAN ONE SPECIAL EVENT FOR THE SAME HOLIDAY OR THE SAME PURPOSE WITHIN THE 2022-2023 CALENDAR YEAR; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Vice Mayor Ervin***
5. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE INTERIM CITY MANAGER TO CREATE A CITY OF OPA-LOCKA MAINTENANCE AND BEAUTIFICATION DIVISION WITHIN THE BUILDING MAINTENANCE DEPARTMENT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Commissioner Williams***
6. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, REQUIRING THE CITY TO HOST ALL SPECIAL EVENTS ASSOCIATED WITH THE CITY'S ANNUALLY RECOGNIZED NATIONAL HOLIDAYS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Commissioner Bass***

7. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE INTERIM CITY MANAGER TO INITIATE THE PROCESS TO EVALUATE INSTALLATION OF A PEDESTRIAN CROSSWALK ON FISHERMAN STREET IN CLOSE PROXIMITY TO THE MUNICIPAL COMPLEX AT 780 FISHERMAN STREET, WITHIN THE CITY; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Commissioner Bass*

14. NEW ITEMS:

15. PLANNING & ZONING:

A. PUBLIC HEARINGS:

B. APPEALS:

16. ORDINANCES/RESOLUTIONS/PUBLIC HEARINGS:

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

1. AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE XI, DIVISION 5 ENTITLED CIVIL SERVICE BOARD, SPECIFICALLY SECTION 2-526 TO SPECIFY THAT THE CIVIL SERVICE BOARD SHALL HAVE THE POWER TO ADVISE ON MATTERS PERTAINING TO CLASSIFIED EMPLOYEES; AMENDING SECTION 2-530 (1) TO SPECIFY THAT COMPETITIVE EXAMINATIONS SHALL BE HELD WHEN PRACTICABLE; AMENDING SECTION 2-530 (5) TO REQUIRE THE HUMAN RESOURCES DIRECTOR TO MAINTAIN A PAY PLAN FOR CLASSIFIED EMPLOYEES AND SECTION 2-530 (7) TO REMOVE CERTIFICATION LANGUAGE PERTAINING TO PAYROLL; AMENDING SECTION 2-534 TO DEFINE CLASSIFIED SERVICE AND UNCLASSIFIED SERVICE AND SPECIFY EXEMPTIONS; AMENDING SECTION 2-535 TO DELETE CERTAIN INAPPLICABLE RESPONSIBILITIES; AMENDING SECTION 2-537 TO DELETE CERTAIN INAPPLICABLE TIMELINES; AMENDING SECTION 2-539 TO REMOVE PENALTIES; AMENDING SECTION 2-541 TO SPECIFY PERSONS EXEMPT FROM TESTS; ADDING SECTION 2-542 TO SPECIFY THAT IN THE CASE OF CONFLICT, COLLECTIVE BARGAINING AGREEMENTS SHALL APPLY; PROVIDING FOR REPEAL OF ALL PRIOR ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Attorney*

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

C. RESOLUTION(S):

17. CITY MANAGER'S REPORT:
18. OFFICIAL BOARD REPORTS:
19. MAYOR/COMMISSION REPORTS:
20. OFFICIAL BOARD APPOINTMENTS:

Civil Service Board

1 individual appointment (Commissioner Bass)

1 individual appointment (Commissioner Williams)

Community Relations, Recreation and Activities Board

1 at-large appointment

Housing Authority and Nuisance Abatement Board

1 individual appointment (Mayor Taylor)

1 individual appointment (Commissioner Bass)

1 individual appointment (Commissioner Williams)

21. ADJOURNMENT:

SCHEDULE OF FUTURE WORKSHOPS/OFFICIAL ACTIVITIES

1. City of Opa-locka Planning & Zoning Appeals Board Meeting on **Tuesday, March 7, 2023** at 7:00 p.m., City of Opa-locka Municipal Complex, 780 Fisherman Street, 3rd Floor, Opa-locka, FL.
2. City of Opa-locka Mayor & Commission invite you to Pearls of Wisdom the Women's History Month celebration, sponsored by Commissioner Veronica J. Williams and Commissioner Dr. Sherelean Bass, **Thursday, March 16, 2023** at 6:00 PM, Sherbondy Village, 215 Perviz Avenue, Opa-locka, FL.
3. City of Opa-locka Mayor & Commission, in partnership with Feeding South Florida, invites the community to a Monthly Free Food Walk-Thru Distribution hosted by Commissioner Joseph L. Kelley, **Friday, March 17, 2023** from 10:00 A.M. - 1:00 P.M., first come, first served, at Segal Park, 2331 NW 143 Street, Opa-locka, Florida.
4. City of Opa-locka BINGO & Chill sponsored by Mayor John H. Taylor, Jr. on **Friday, March 17, 2023** at 6:00 p.m., Sherbondy Village Auditorium, 215 Perviz Avenue, Opa-locka, FL.
5. City of Opa-locka Mayor & Commission invite you to a Spring Break Pool Party hosted by Vice Mayor Natasha L. Ervin, **Saturday, March 18, 2023** from 1:00 PM - 4:30 PM, Sherbondy Village, 215 Perviz Avenue, Opa-locka, FL.

6. **City of Opa-locka Historic Environmental Preservation Board Meeting on [Thursday, March 23, 2023](#) at 7:00 p.m., City of Opa-locka Municipal Complex, 780 Fisherman Street, 3rd Floor, Opa-locka, FL.**
7. **City of Opa-locka Mayor & Commission invite you to a Community Clean-up at Ingram Park hosted by Commissioner Joseph L. Kelley, [Saturday, March 25, 2023](#) from 9:00 AM - 1:00 PM, Sherbondy Ingram Park, 2100 Burlington St, Opa-locka, FL.**
8. **City of Opa-locka commemoration of the National Day of Prayer sponsored by Commissioner Dr. Sherelean Bass on [Thursday, May 4, 2023](#) at 11:00 a.m., Helen L. Miller Center, 2331 NW 143rd Street, Opa-locka, FL.**
9. **Free aerobics classes sponsored by Mayor John H. Taylor, Jr. [every Monday & Wednesday](#) from 6 p.m. - 7 p.m., Sherbondy Village, 215 Perviz Avenue, Opa-locka, FL.**

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

CITY OF OPA-LOCKA
“The city of bright opportunities”

**CLERK’S ACTION SUMMARY MINUTES
WORKSHOP**

**Wednesday, February 1, 2023
5:30 p.m.**

1. WELCOME/OPENING REMARKS:

Mayor John Taylor called the Workshop to order at 5:53 PM on Wednesday, February 1, 2023.

2. ROLL CALL:

The following members of the City Commission were present: Commissioner Sherelean Bass, Commissioner Joseph L. Kelley, Vice Mayor Natasha L. Ervin, and Mayor John H. Taylor, Jr. Commissioner Veronica J Williams arrived at 6:07 p.m. Also in attendance were: Assistant City Manager Sha’mecca Lawson, City Attorney Burnadette Norris-Weeks and City Clerk Joanna Flores.

3. INVOCATION:

The invocation was delivered by Commissioner Kelley.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited in unison.

5. PUBLIC COMMENTS :

Mayor Taylor opened the Public Comments.

Jannie Russell who resides at 1210 Peri Street wished the Commission a Happy Black History Month. Mrs. Russell wished she received the Agenda ahead of time since the rules only allow her to speak on Agenda Items. Her first question was whether special events are paid for by the person who sponsored the event or if the City uses its allotted funds when the flyer states “sponsored by”. Her second question was concerning when a special event is sponsored by a City Department, whether the funds come out of the Department’s budget or the budget of the Commission Member who sponsors the event.

Mrs. Russell was unsure if the questions could be answered at that moment or if she should wait until Commissioner Kelley's "Meet Me Monday" meeting.

There being no additional members of the public to address the Commission, Mayor Taylor closed Public Comments.

Mayor Taylor addressed Ms. Russell and advised her that events sponsored by a Commission Member are paid out of Commission's allotment for that fiscal year. The same applies for City Departments and sometimes sponsorship for Commission events, comes out of their own pocket.

Assistant City Manager Sha'mecca Lawson confirmed that Commission events come out of the Commission's discretionary funds, while events sponsored by the Parks and Recreation Department come from the special event funds.

Commissioner Bass stated that each Commissioner with their individual budget uses their funds for sponsored events but when an event is co-sponsored, funds also comes out of that budget.

Commissioner Kelley asked that documents for the Workshop be provided in advance moving forward. The Commissioner stated that some of the events previously done that have been co-sponsored, have not come out of budget allocation, but the funds are there.

Vice Mayor Ervin stated that any event she has had thus far has been paid out of her pocket.

6. DISCUSSION ITEMS:

1. SPECIAL EVENTS

Mayor Taylor advised the purpose of the meeting is to discuss what was presented in a meeting last year to put together a calendar of events collectively as a Commission for unity purposes and to eliminate overlapping events. Mayor Taylor apologized to his colleagues that the documents were provided at the last minute, stating that he had asked the Clerk's Office that afternoon to print out a calendar for the Commission to fill in during the meeting, in addition to the special events policy and calendar budget for fiscal year 2022. Mayor Taylor stated that there are alot of City events that are in place which have caused a lot of confusion as it relates to sponsorships and Commission Member pictures on the event flyers. The Mayor said he would like to come up with a plan as a

cohesive body to navigate how City events would be planned in the future, to avoid having the Clerk's office placed in the middle.

Commissioner Bass suggested that National Holiday events be sponsored by the City.

Commissioner Kelley thanked the Mayor for hosting the Workshop so that everyone is on the same page. The Commissioner agreed with Commissioner Bass regarding National Holidays being sponsored by the City, but added that someone needs to spearhead the events. The Commissioner also suggested going over the National Holidays and coming to a consensus. Commissioner Kelley questioned whether the legislation that Mayor Taylor discussed, covers that specifically.

Mayor Taylor informed the Commission that the legislation does not cover that.

Commissioner Kelley asked the City Attorney to review the legislation. The Commissioner also advised that he would like to co-sponsor Commissioner Bass' proposed item once the National Holiday events are identified. Commissioner Kelley added that his Commission colleagues are invited to any event he organized. The Commissioner recognized that events that occur during the day and certain other situations inhibit attendance. He explained that he includes his Commission colleagues on the Meet Me Monday flyers at the bottom where it states that one or more colleagues may be in attendance, because the Commissioner welcomes their participation, just as he did for the Dr. Martin Luther King Jr. Walk. Commissioner Kelley asked about the policy that was passed last year on the calendar and budget. The Commissioner also said that he heard about challenges from the State of Florida oversight board, regarding elected officials being part of Parks and Recreation Department events, requesting clarity on the policy and adding that he did not understand the challenge of being a part of a Parks and Recreation Department, due to the Department being community oriented, similar to other Departments such as the Police Department.

Mayor Taylor expressed he also had concerns about the policy when it was brought up, stating that the Commission was not allowed to partner with City Departments for events. The Mayor said that he believed the information came from the City Manager's Office and asked for clarity from Assistant City Manager Lawson.

Assistant City Manager Lawson shared a conversation with members from the State of Florida office advising that for Park and Recreation Department events, Commission Members should not have their photo on the flyer and it should be a City event, not sponsored by an individual elected official.

Commissioner Kelley asked Ms. Lawson where that information came from

Assistant City Manager Lawson informed the Commission that it came from the Inspector General's Office.

Commissioner Kelley asked if he could have the document regarding Parks and Recreation events in writing. The Commissioner said that he would like to see the information in black and white, with the assumption that this issue is due to oversight. Commissioner Kelley stated that if in fact the information from the Inspector General's Office is correct, that was not adhered to. Commissioner Kelley also stated that such an incident had never occurred and questioned the Manager's Office on whether the policy that is supposed to be in place will be reinstated or if it would be arbitrarily decided which policy will be adhered to.

Assistant City Manager Lawson was unable to answer the question but advised she would relay the question to the City Manager for a response.

Commissioner Kelley stated that he does not have an issue with the policy but he just wants the information in writing. The Commissioner said he will speak with the Inspector General's Office for clarity because he has witnessed other cities that do things in conjunction with their City Departments. He also expressed being challenged by not being able to have a photo on flyers however if that was determined based on the oversight then he would like to see the document, to have a better understanding. Commissioner Kelley stated he would also have a better understanding if the funds attached or money used out of line items were that of the Park and Recreation Department and not Commission funds. The Commissioner said that the statement gives him cause for concern and he added that he would like a copy of the document by the following day. Commissioner Kelley said that if he reviewed information from the Parks and Recreation Department, a lot of the things that the Commission are engaged in is on that list. The Commissioner questioned whether he is no longer able to host or sponsor the MLK walk, Black History Month or the City's Birthday. Commissioner Kelley stated that he needs clarity, because otherwise in his opinion, some Items need to be pulled out such as events that are Parks and Recreation department driven.

Vice Mayor Ervin stated she struggled with having multiple events for the same cause. The Vice Mayor stated that the Parks and Recreation Department hosts a Black History program yearly and she sees the City of Opa-locka Community Redevelopment Agency also has a Black History program which falls on the same night as Bingo. She suggested stopping having the City pay for multiple events for the same occasion.

Mayor Taylor clarified that as it relates to the Opa-locka Community Redevelopment Agency, they are using their funds and funding is not provided by the City. The Mayor also pointed out that the only City of Opa-locka function on February 25th is the Black History Karaoke Night.

Commissioner Kelley stated that the Park and Recreations Department has a Black History program.

Mayor Taylor directed a question to the Assistant City Manager, inquiring on whether the Parks and Recreation Department was having a Black History program.

Assistant City Manager Lawson advised that the Parks and Recreation Department would be having a program.

Mayor Taylor asked the date of the Parks and Recreation Department program.

Parks and Recreation Department Director Zonya Ray stated that the Black History program is being planned for the third week of February, on a Friday.

Mayor Taylor stated that is the same week as the Community Redevelopment Agency event, which is scheduled on February 17th.

Ms. Ray stated that the Parks and Recreation Department event will be on Saturday, February 18th.

Mayor Taylor addressed the Assistant City Manager, stating that this was one of the reasons that he requested the Workshop, pointing out the back to back events. The Mayor acknowledged that although the City is not paying for one of the events, Residents will have to come out twice for the same event on Friday and Saturday.

Commissioner Bass suggested that the Parks and Recreation Department partner with the Community Redevelopment Agency since they already have a date and the Parks and Recreation Department is still finalizing theirs.

Parks and Recreation Director Zonya Ray stated that the children are still learning lines for a play to avoid them having to read on script. She said that the children will also be doing a dance selection.

Commissioner Bass pointed out that the events are scheduled with just one day's difference.

Parks and Recreation Director Zonya Ray stated she can work with Staff to see what she can do.

Commissioner Bass said that she believed it would be a great idea and would also save the City money if the Community Redevelopment Agency is willing to partner with the City. Commissioner Bass advised a conversation with the chairperson would have to occur to determine if that partnership is possible, being that it will be the Community Redevelopment Agency money.

Mayor Taylor advised that the event partnership with Parks and Recreation and Community Redevelopment Agency is not legal.

City Attorney Burnadette Norris-Weeks confirmed that the partnership is not legal.

Parks and Recreation Director Zonya Ray added that Parks and Recreation can try to reschedule the February 18th Black History event until the last week of February.

Mayor Taylor stated that it would be the same week as Vice Mayor Ervins Black History Karaoke event.

Commissioner Williams apologized for being tardy. The Commissioner stated that she does not have a problem with the events and understands what the State of Florida has said. She said that she does have an issue when a Commission Member owns an event, questioning whether the events were under Parks and Recreation Department budget.

Parks and Recreation Director Zonya Ray responded yes.

Commissioner Williams suggested that as a Commission either they divide events up, with the Commission deciding what events on the calendar they will take on, or all of the Commission Members are involved. The Commissioner felt uneasy when certain events belonged to certain people, having to ask to sponsor something. Commissioner Williams stated the list of events are a Parks and Recreation Department list so there is nothing to sponsor. The Commissioner also stated she brought the issue to the City Clerk Flores and was told to seek guidance, which she said is possibly why the Workshop is taking place. Commissioner Williams suggested that each year the same person doesn't have to do a book bag drive, but the Commission can do a book bag drive along with the Parks and Recreation Department. However, if the Commission is in agreement with a particular Commission Member board doing a book bag drive then it is collectively checked off and the individual's name can be placed next to the event. The Commissioner concluded advising a decision needs to be made amongst her colleagues.

Mayor Taylor brought Commissioner Williams up to speed on conversations that took place prior to her arrival. Mayor Taylor advised Commissioner Williams that Commissioner Bass wanted every holiday event to be sponsored by the Commission as a whole. Mayor Taylor also advised that Commissioner Kelley suggested one of the Commission Members should spearhead and plan events.

Commissioner Kelley clarified that he said he agreed with Commission Bass that certain national holidays should be Commission driven but someone from the Commission needs to spearhead the event and all of the Commission should be a part of the event. As an example, Commissioner Kelley said that for the Martin Luther King event, he had hoped that all colleagues would be a part of it, but someone had to spearhead it. The Commissioner reiterated his concerns about the State of Florida policies regarding what is being said and what is taking place. He also said that he is unsure why all special events are under the Parks and Recreation Department, when some of the events may interest Elected Officials. Commissioner Kelley suggested that for some events, the Commission should be segued out but not for national holiday events so that staff and department are not left with the task. The Commissioner stated that someone should be in the front to ensure a successful event especially if the event is Commission driven. Commissioner Kelley advised he does not want to look bad, regardless of whose picture is on the flyer it is a representation of all the Commission. The Commissioner advised whoever will spearhead the national events or segued out and allow the Parks and Recreation Department to do certain things either way it will be fine. Commissioner Kelley asked whether having the list of events being placed under the Parks and Recreation Department, was the consensus when the policy was set.

Mayor Taylor stated he vaguely remembered but he believed it was decided to divide up the events.

Commissioner Kelley asked where the segue is because with reviewing the documents all events are listed under Parks and Recreations with no detail. The Commissioner advised the document should have stated who was hosting, unlike sponsored because the event will be sponsored by the Commission, which should be segued out. Commissioner Kelley asked his colleagues if anyone remembered what or who had the document.

Commissioner Williams pointed out that it was the first year on the Dais for herself and Mayor Taylor when that the policy was decided, not last year. Such as Mayor Taylor event Ride for Life which was something that was not occurring that he started. Commissioner Williams stated specific people were already hosting events and it was decided to let things play out, so it was not officially segued out, which is the purpose of

the meeting. Commissioner Williams advised that during the meeting the Commission can segue the policy out or go in a different direction. Commissioner Williams expressed that she loved Commissioner Bass' idea that National Holidays are sponsored by the Commission; however, the issue is if the Commission is not specific and clear, it could cause conflict. As an example, the Commissioner said this would be her third year sponsoring the Women of Many Hats event, adding that it does not stop anyone else who is interested in hosting the event. The Commissioner explained Women of Many Hats is not on the list because it will come out of her coffers. The Commissioner stated that she is aware that the Commission has events that they are specifically known to do, but she is fine with the policy being segued out or coming up with other provisions.

Commissioner Kelley suggested that once the policy from the state confirms what the Commission can do with the Parks and Recreation Department, then the Commission should submit the events they want to do. The Commissioner stated that the Commission should also be supportive of everyone's events. Commissioner Kelley addressed Commissioner Williams, stating that he is not knowledgeable about Women of Many Hats but he would like to support her in that initiative. Commissioner Kelley stated that he wants all of his colleagues to do things for the community that they are engaged in but he does not want to see the events scheduled back to back. The Commissioner requested the Commission submit events that are being planned and if decided to segue, get advice from the City Attorney from a legal standpoint and the City Manager's Office on whether the event can be inclusive with the Parks and Recreation Department. Alternatively, Commissioner Kelley suggested that events be completely taken out of the Park and Recreation Department, so that is no longer an issue.

Mayor Taylor yielded to Budget Administrator Bob Anathan for clarity on the Parks and Recreation Department budget as it relates to City events. The Mayor asked Mr. Anathan whether events are considered Commission events or City events, if the funds come out of Parks and Recreation Department budget.

Budget Administrator Bob Anathan stated the policy intent, which he will research, is that if the funds are in the Parks and Recreation Department budget, the Parks and Recreation Department will manage it and it will be sponsored by the entire Commission.

Mayor Taylor asked Mr. Anathan about him hosting the Easter event the previous year and if he were to host and not sponsor, if the Easter event funds would come out of the Parks and Recreation Department budget and not his discretionary fund as Mayor.

Mr. Ananthan advised that the funds are in the Parks and Recreation Department budget and intended to be spent out of that budget and sponsored by the entire Commission.

Mayor Taylor clarified that events would be sponsored by the Commission but not hosted by the Commission

Mr. Anathan responded affirmatively, based on what he understood.

Mayor Taylor addressed Assistant City Manager Lawson and reiterated Commissioner Kelly's request, asking to see the document from the State of Florida, to determine whether the Commission can or cannot host an event with a City Department. Offering the examples of the Ride for Life and Easter events because they are initiatives from the Mayor, but were placed under the Parks and Recreation Department. The Mayor also mentioned that prior to the appointment of Commissioner Kelley, he hosted the MLK event, but pointed out that it is also under the Parks and Recreation Department. Mayor Taylor asked Assistant City Manager Lawson to provide the policy document as soon as possible.

Commissioner Kelley stated that the only thing needed is to obtain the legal policy and if that does not work pull out items within the policy. Commissioner Kelley stated in regards to national events, someone has to be in the front. The Commissioner pointed out that Fourth of July has a \$20,000 budget, but someone has to put the event together with the utilization of the Public Relations Firm. He suggested to his colleagues that they should add events that are not already on the list so that when legal opinion is provided those events can be placed in the policy. The Commissioner used the Community Redevelopment Agency Black History Month program as an example, sharing that because his Feeding South Florida food distribution had been scheduled on the same day, he canceled it to not overburden Residents and City Staff.

Mayor Taylor stated Commissioner Kelley already provided a timeframe that he will keep to.

Commissioner Kelley stated his colleagues may offer more time regarding the time frame.

Mayor Taylor advised that the timeframe has already been stated and that the retrieval of the document should be quick, adding that he is eager to know how that policy came about. The Mayor reiterated that the purpose of the meeting was to come together and become unified so that previous incidents no longer occur, recalling that there was a Mother's Day event on the same day as Commissioner Williams' event.

Commissioner Williams pointed out that the event was with the Seniors.

Mayor Taylor stated that though the events were with people of different demographics, it was still the same issue.

Vice Mayor Ervin stated having one big event for the same purpose is the reason she brought this issue up earlier, to avoid having the same fifty people attend the same type of event. The Vice Mayor suggested having a joint event.

Mayor Taylor reiterated Commissioner Kelley's point that it is always stated that if any of the Commission colleagues would like to co-sponsor an event, to inform City Clerk Flores. The Mayor offered assurances that he is open to hosting or co-hosting with any of his colleagues. The Mayor added that everyone knows where Commissioner Kelley stands on working collectively with colleagues.

Commissioner Bass kindly asked the Commission to submit their event in order to update the information, for those who have not done so already, so the Commission can review the list all at once.

Mayor Taylor directed the City Manager's Office to provide the documentation on the policy for sponsoring with City Departments. The Mayor then asked the City Clerk's Office to poll the Commission for all the events that are already in place and submit an updated document as soon as possible. He then said that the Commission can revisit the conversation at a short meeting as a Discussion Item.

Commissioner Williams stated she is just hearing about the new policy from the State of Florida and is in a small state of shock. The Commissioner said that night should not have been the first she heard about the new policy, adding that if known earlier, it would have changed the trajectory of the meeting. Commissioner Williams advised if there is a policy in place and is something that has been communicated, then as a Commission, they should do better.

Mayor Taylor clarified that it is not a policy in place because it was never voted on, but it is something that came down from the State of Florida as a recommendation. The Mayor said that he and Commissioner Kelley would like to see the document, and if not, then he recommended moving on.

Commissioner Williams stated the document sounds subjective. The Commissioner stated she does not conform to subjectivism, if information is not on paper in Tallahassee to provide to her, then the opinions of others are unwarranted.

Mayor Taylor stated that he believes the Commission is all in agreement.

Commissioner Williams if it is a policy, then she is definitely on board.

Mayor Taylor reiterated that the Commission has never passed this item and it is not in policy.

Commissioner Williams stated that she knows Opa-locka's neighboring cities are not following the same policy trickled down from the State of Florida.

Mayor Taylor stated that if it is not in City of Opa-locka policy and has not been voted on or adopted, then it does not exist.

Commissioner Kelley stated that prior to Commissioner Williams' arrival, the Manager's Office advised that the policy information came from the Inspector General's Office, which is why he requested to see the document in writing. The Commissioner was under the impression that his colleagues already reviewed the document, but since no one has a copy, he requested that the entire Commission receive the document.

Mayor Taylor advised the conversation would be revisited soon, at a later date.

2. CITY MANAGER SELECTION PROCESS PURSUANT TO OPA-LOCKA CHARTER SECTION 2-8.4

Commissioner Kelley said that he sponsored the resolution because the City's Charter requires a national search for a City Manager, which is the reason the Discussion Item was brought forward. The Commissioner asked the Clerk at the previous meeting to obtain documentation from entities like the Florida Leagues of Cities and County Manager Associations, to provide that information to the Commission. He also asked the Clerk's office to submit a timeline driven by the Commission's decisions, explaining that there are dates in the timeline which are subject to change at the will of the Commission. Commissioner Kelley stated his goal is to discuss the process for development of the recruitment profile, get feedback from the entire Commission on the characteristics, personal qualities, and position of a City Manager, and ultimately come up with an approved document that would require a meeting to vote on. The Commissioner then stated that the next step would be to put out an advertisement through the search committee process, suggesting that six candidates be selected, then reduced down to three, followed by a special meeting and the conducting of a high level background check prior to having an interview. Commissioner Kelley advised that based on the suggested dates in the timeline, the Commission will decide as a whole how to proceed in

negotiations and have a candidate by the end of May, if everything goes as planned, but he acknowledged that the background check may challenge the May deadline. Commissioner Kelley thanked the City Clerk and City Attorney for their efforts. The Commissioner pointed out that the Commission has to begin the process in order to get a conclusion, to obtain a permanent City Manager as required by the Charter. He suggested that the Commission serve as their own Committee, adding that if the Commission decides they want to go with a search firm, that option is within the Request for Proposal document, pointing out that it would require money from the budget. Commissioner Kelley then advised that if there are any questions he could answer he would, but noted that the decision is Commission driven. Dates as shown are subject to change based on the will of the Commission. He also said that he would have liked to come up with a development draft that night or the following week to be approved by the Commission, and then send out documents for candidate recruitment for the search process. Commissioner Kelley suggested to keep the City and the City challenges in mind. The Commissioner informed colleagues that Mr. Ken Parker, Senior Advisor on issues from the International City County Manager Association has agreed to meet with the Commission virtually at 7:00 pm. He explained that Mr. Ken Parker is a retired administrator who helps small cities through the Florida League of Cities. Although the City of Opa-locka does not qualify because it has over 10,000 residents, he acknowledged that Mr. Parker has a wealth of knowledge. The Commissioner stated that while it is totally up to the Mayor and his Commission colleagues, he wanted to proceed within less than a week or two weeks at maximum to have a city manager profile approved, and then voted upon, to get out for the national City Manager search.

City Attorney Burnedette Norris-Weeks noted Commissioner Kelley's recommendation to select the top six candidates, but brought to the Commission's attention Section 2-8.4 of the City's Charter which specifically references that the committee shall convene and conduct its search and make a recommendation if applicable of no more than five candidates for the vacant positions. Attorney Norris-Weeks recommended that where it states six candidates on the Activity Log, to change it to five candidates so that everything else reads the same and is consistent with City of Opa-locka laws.

Commissioner Kelley clarified with the City Attorney Norris-Weeks that instead of six candidates, it should be five candidates.

City Attorney Norris-Weeks confirmed that Commissioner Kelley was correct.

Mayor Taylor asked Commissioner Kelley whether the document that was provided to the Commission would be used for the national search and if the Commission decides to be the search committee as well.

Commissioner Kelley stated that the national search is automatic and that the matter was whether the Commission would like to engage a firm to do all the work and provide the candidates, as the City did a few years ago. Noting that there were costs involved, the Commissioner said that previously there was a \$25,000 budget. Commissioner Kelley said that the Commission could conduct a search themselves, but that it is up to the entire Commission, and he explained that the document would go out for the national search whether it is conducted internally by the City or through a firm.

Mayor Taylor asked Assistant Manager Lawson about whether the Commission budgeted for City Manager search in the current fiscal year budget, recalling that it was for more than \$25,000.

Assistant City Manager Lawson confirmed that it had been budgeted.

Budget Administrator Bob Anathan stated that there is \$30,000 in the budget for City Manager search.

Mayor Taylor recalled that the search a couple of years ago that hired John Pate as City Manager was a piggyback.

Commissioner Williams thanked City Clerk Flores for the timeline, noting that it looks really clean and succinct with what the Commission needs.

Commissioner Bass informed Commissioner Williams that Commissioner Kelley was responsible for the timeline.

Commissioner Kelley stated that they are all in this together.

Commissioner Williams stated that the City always misses on recruiting. The Commissioner asked for clarity from the City Manager's office on whether the new marketing firm will be used and whether there is a specific recruitment process for City Managers regarding from a Florida organization for City Management.

City Attorney Burnadette Norris-Weeks confirmed that there is a Florida organization for City Managers with someone who can assist the City through the Manager search process, adding that she believes that she can give more guidance. City Attorney Norris-Weeks stated that there are a number of ways to conduct a Manager search as

shown in the packet provided to the Commission. She recalled that the Interim City Manager had conducted some research and found that there is nothing outstanding that can be piggyback on. The Attorney advised the Commission that they can use a search firm for the selection process or the Commission can be the search committee and conduct the search in-house with the Clerk's Office gathering the information and possibly using the Public Relations firm and other resources to get the word out.

Commissioner Williams advised that if the City Commission decided to be the search committee she wanted to be deliberate on how the search for a City Manager is marketed, and have someone guiding that marketing process. The Commissioner is unsure if she would want to leave the marketing solely up to the marketing firm because they may not have done a City Manager search process before.

City Attorney Norris-Weeks advised Commissioner Williams that Senior Advisor Ken Parker from the Management Association would be more helpful with the marketing process because there are ways they can put it in their publications and give ideas that will assist in getting the information out broadly.

Mayor Taylor asked how advertisement would work if the Commission were to become the search committee. The only recruitment resources the Mayor could think of were Zip Recruiters, Snagajob and Indeed and inquired whether other cities placed advertisements on those websites.

Commissioner Kelley stated that the Commission can decide. The Commissioner advised that the first thing that has to be done is determine whether the Commission will do the search themselves or use a firm. Considering that the Commission has \$30,000 in the budget, if the Commission wants to use a firm, it will take more time because of the request for proposals process. Commissioner Kelley suggested having Senior Advisor, Ken Parker from the Management Association or someone of that nature designate some of the online recruitment Mayor Taylor mentioned or the Clerk's office. The Commissioner explained his preference would not be the search firm because the process will take longer, but he said that it is something to ask Mr. Parker. Commissioner Kelley posed a question to the Manager's Office, asking if the \$30,000 set aside for the City Manager search is just for the search..

City Attorney Burnadette Norris-Weeks stated that the Commission can decide how to complete the search and she said that the \$30,000 included advertisement and everything else that can be attributed to the search. The Attorney advised that the City Manager search does not have to be through a firm.

Mayor Taylor said that he believed the question Commissioner Kelley was asking is whether the \$30,000 only goes toward the search.

Commissioner Kelley reiterated his question and asked if the \$30,000 budgeted only for the search.

Commissioner Williams recalled that at the last meeting it was discussed that the City's Code requires a national search.

Mayor Taylor stated that the City Manager search will be a national search and will be advertised nationally.

Commissioner Williams circled back to her original question, if the Commission decides to take on the task it needs to be ensured that it is advertised properly to prevent backfire.

City Attorney Norris-Weeks reiterated that Section 2-8.4 of the City's Code requires that the City Manager search be a national search no matter which option the Commission selects. The Attorney stated it is just a matter of how the information is advertised, adding that the consultant with the Florida League of Cities will help with different avenues of advertisement that the organization is aware of because of their expertise.

Commissioner Williams expressed not wanting the national search to come back and bite because it was not advertised properly.

Mayor Taylor pointed out that City Attorney was present, so that if the search is not done properly, she would be held accountable.

Budget Administrator Bob Anathan addressed the question that was asked about the purpose of the \$30,000 budget. Mr. Anathan explained that a model was established on the last search as soon as it was going to be a search firm, but he said that it does not mean the budget has to be dedicated to that. The budget is there to normally mimic what was done a couple years ago but he reiterated that it is \$30,000 for a search that does not have to be used by the Commission for a search firm.

Commissioner Kelley asked whether the language stipulates search firm, or stipulates search.

Budget Administrator Bob Anathan informed the Commission that it is included as part of the line item titled "Other Professional Services", which he noted is a broad definition and thus does not require a search firm.

Commissioner Kelley wanted to be clear that if the Commission decides to do the search in-house, the \$30,000 will be available for advertisement or using a public relations firm or bringing someone in to assist.

Mayor Taylor asked to segway the conversation for the presentation of Senior Advisor, Mr. Ken Parker.

7. PUBLIC PRESENTATIONS:

1. PRESENTATION FROM INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION & FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION, SENIOR ADVISOR KEN PARKER.

Ken Parker began his virtual presentation by stating he provided information as it relates to options that are available. As a Senior Advisor, Mr. Parker said he can provide all kinds of information, including the questionnaire for attributes and the technical portion, but because the City of Opa-locka is just slightly too large, he can not be involved in the actual search process.

Mayor Taylor asked for cities of similar size to the City of Opa-locka, what a City Manager search completed in-house looks like in terms of advertisement, while staying in line with the City's Code and Ordinances.

Mr. Parker informed the Commission that a national search normally entails the council defining exactly what they would like to have in their next Manager. He said that most job advertisements include the first component of legal requirements that are set by Ordinance, City Charter or both and the second component identifying the "ideal candidate", which are the attributes that the Commission wants above the requirements of the City Charter or Code of Ordinances, specific to the City and what the Commission is looking for in a candidate. Mr. Parker explained that the attributes are important because they provide specific details to the candidates on what the City is looking for and the attributes are also used to determine the candidates who will be interviewed. Mr Parker also said that a national search firm would work with the Commission to prepare the ideal candidate profile, the same as he would as a Senior Advisor involved in a national search and would meet with each member of the Commission, obtain answers from the questionnaire, then pull together from all Commission Members the most important attributes for the candidate. He then said that the Senior advisor will then come back to the governing body to determine if all attributes in the ideal candidate profile were captured. Mr. Parker informed the Commission that he has found that most cities that are not successful with their candidate, have not clearly identified the attributes above what is

legally required in their Code of Ordinances or their Charter. Mr. Parker clearly stated that in his opinion, the ideal candidate profile is very important in terms of making the recruitment process successful.

Commissioner Williams asked Mr. Parker if the Commission should focus on what the City Code stipulates as they define the “ideal candidate”.

Mr. Parker stated that what is stipulated by the City Code is one aspect of it, but stressing that what is outlined in the Code should be in the legal requirements component of the advertisement, while the ideal candidate attributes should go above the City Charter and Codes..

Commissioner Williams asked Mr. Parker his opinion on utilizing a search firm or consultant.

Mr. Parker informed the Commission that the City of Cocoa Beach did their own search internally and used Mr. Parker for information to help develop the ideal candidate profile. He said that he was not actively involved in the search process, and the City of Cocoa Beach handled all advertisement and everything else to complete their own search.

Commissioner Kelley inquired about the timeline if the Commission were to go with a search firm, based on Mr. Parker’s experience.

Mr. Parker informed the Commission that based on his experience, the City Ordinance that defines purchasing procedures, would determine the timeline. Mr. Parker recalled making a similar presentation to another city where their Ordinance stated they could advertise for two weeks, and receive responses from the search firms within two weeks. He said that their Council met and shortlisted and obtained a firm within one month, bringing a contract from the search firm to their next Council meeting. Mr. Parker pointed out that they included a requirement in their request for proposals, for the consultant to submit a copy of their professional contract, including the amount they were charging for their services so that the city knew up front what the contract entailed, and within four weeks they had their consultant on board. He said that their advertisement went out within six weeks and they determined they wanted to advertise for one month, which took about two and a half months, with the process completed in approximately four months. Mr. Parker said that the Commission should anticipate the full process to take up to 6 months, pointing out that most City Managers that are employed have provisions in their contracts that they must provide 60-day notice to their City Council that they are resigning, and thus the process may take four months, an individual will still take possibly five to six months to be brought on board.

Mayor Taylor asked Mr. Parker, whether the City Town Manager Attributes Questionnaire in the packet provided to the Commission, was created in conjunction with the Commission leading the charge or a search firm.

Mr. Parker advised that document was created with the City of Cocoa Beach Commission.

Budget Administrator Bob Anathan informed the Commission that an operational audit item regarding minimum requirements for the City Manager revealed that it does not exist in the Code of Ordinances or the City Charter.

Mayor Taylor said that he thought requirements were in the City's Charter.

Mr. Anathan advised that the requirements are not in the charter, as was revealed by an operational audit. Mr. Anathan said that he reviewed the entire Charter, and assured the Commission that there is nothing in the Charter or the Code that talks about minimum requirements for the City Manager, City Clerk or City Attorney.

City Attorney Burnadette Norris-Weeks clarified that the responsibilities are in the City's Charter, but not minimum requirements. The City Attorney added that there are certain requirements because they require duties and responsibilities, and she read examples in the City's Charter that explain the responsibilities of the City Manager.

Commissioner Williams asked if those responsibilities of the City Manager were in the City's Charter.

City Attorney Burnadette Norris-Weeks stated that the responsibilities of the City Manager are in both the City's Charter and the Code of Ordinances. Attorney Norris-Weeks said that those were the definitions, but because they are requirements that the City Manager is supposed to adhere to, they are also the skill sets that the Commission would be looking for from someone who could perform those types of duties. The attorney also stated that there are various sections that also list duties and responsibilities.

Commissioner Kelley stated his understanding of what Mr. Anathan had said, that the minimum requirements for the three Charter positions that are appointed by the Commission were not in the City's Charter, as determined by the operational audit.

Budget Administrator Bob Anathan confirmed Commissioner Kelley's understanding and stated that it was an audit finding and there has been a lot of pressure to research it, and he cannot find it anywhere.

Commissioner Kelley asked when that occurred.

Mr. Anathan informed the Commission that it was a part of the 2019 Audit findings.

Commissioner Kelley asked Mr. Anathan if the City knew since 2019 or 2020 that the minimum requirement we're not listed or spelled out.

Mr. Anathan stated that he could not recall, but said that the Auditors raised the issue and what they said was in the City's Code, the reference does not exist.

City Attorney Norris-Weeks stated it must be a clean up issue but she does not want the Commission to think they are missing something. The City Attorney said that she is unaware of a code or charter that includes the minimum requirements of a City Manager, and said that if it did, it would be unusual. She stated that she would be interested in seeing the audit finding, but she thinks Mr. Anathan may be referencing the Charter change from years ago that made some reference to needing a clean up. The Attorney said that she and City Clerk Joanna Flores will work with Municode to make the updates to the City's Code and try to figure out where that reference is and try removing it, but she assured them that it is not something that the Commission is missing in the code. The Attorney advised it may be a reference and when looking at that area it is missing because it was never taken out during the last major revision.

Mayor Taylor asked the Commission to make a decision on the National City Manager search options.

Commissioner Williams stated that she is in agreement with completing the City Manager search in-house with the help from Mr. Ken Parker to complete the ideal candidate profile. Commissioner Williams said that she would also like City Staff to be a part of the ideal candidate process, to get the view of Staff who are actually in the building.

City Attorney Norris-Weeks advised Commissioner Williams the only two options were to search in-house as the Commission or use a search firm. The Attorney advised that the Commission can speak with City Staff candidly regarding issues that are going on but because that person works for the City Manager, it can cause issues. City Attorney

Norris-Weeks advised that it can be perceived as retaliation by the Staff member, if something were to happen months later.

Commissioner Bass agreed to keep the search for City Manager in-house. The Commissioner would also like to have an outsourced third party to possibly assist in the hands-on approach. Commissioner Bass then asked who from the Commission would spearhead the City Manager search.

Vice Mayor Ervin also agreed to keep the search for City Manager in-house with guidance, adding that she likes the hands-on idea proposed by Commissioner Bass.

Commissioner Kelley agreed to keep the search for City Manager in-house. As it relates to the third party, he pointed out that the only other person who reports to the Commission is the City Clerk, and he suggested that could be a possibility. Commissioner Kelley asked the City Attorney if it is decided by the Commission to do the search in-house, how the funds would be appropriated considering that procurement checks go through the City Manager and the City Manager is not part of the process..

City Attorney Norris-Weeks stated that decisions will be made in a public setting at Commission meetings. She said that when things come up within the budget, it gives the Commission the opportunity to vote on them or say it through consensus as a directive to the City Manager to expend dollars with the budget. Additionally, the City Attorney said that if the Commission wanted to make it clear and come up with a resolution, they can come up with a resolution, pass it through the Clerk's office and the City Clerk can make the request to the City Manager.

Commissioner Kelley suggested that the Mayor can spearhead the City Manager search, unless the Commission decides to designate it out.

Mayor Taylor noted that the consensus was to complete an in-house search for the City Manager. The Mayor stated that the Commission should use the City Manager attributes questionnaire in order to shape the future City Manager on paper and create that document. The Mayor then asked what the Commission would like to do as the next step.

Commissioner Kelley suggested that a Commission Member or the City Clerk reach out to Mr. Parker with the City Attorney involved, to assist with the ideal candidate profile.

Mayor Taylor stated that he will lead the charge and asked City Clerk Flores to reach out to Mr. Parker or someone like him to cultivate and create the attributes questionnaire.

The Mayor said that he would like to know how he did it with Cocoa Beach and the timeline that was provided for them. He asked if Mr. Parker is local.

City Clerk Flores said that Mr. Parker is not local and lives in Northern Florida.

Mayor Taylor asked if the organization that Mr. Parker is from, has someone else that is closer to Opa-locka, that can help with the hands-on approach.

City Clerk Flores committed to finding out.

Commissioner Williams confirmed that they are based in Florida.

Mayor Taylor asked if they have a local chapter in Miami-Dade County.

City Clerk Flores stated that she would communicate with Mr. Parker to determine if there is someone locally in South Florida.

Mayor Taylor stated that he would like to get the process rolling as soon as possible.

Commissioner Kelley stated that if Mr. Parker or someone like him was going to be reached out to, that he thinks they may only need to push things back by 1 or 2 weeks.

Mayor Taylor said that he thinks they can do a week.

Commissioner Kelley explained he said 2 weeks because they don't know his availability.

Mayor Taylor asked City Clerk Flores to see if Mr. Parker can do it himself, or if he can recommend someone that can help facilitate the first steps. The Mayor also noted that Mr. Parker stated that he would not be part of the selection process, and he asked how they will get the word out, asking if it would be through the public relations firm or through recruitment organizations like Zip Recruiter, Snagajob or Indeed. He asked that Mr. Parker be asked how Cocoa Beach advertised, suggesting that Opa-locka could use them as a model, and asked if an answer to the posed questions could be provided by the Commission Meeting.

City Clerk Flores assured the Commission that Mr. Parker would be reached out to the following day, to provide his response by the Commission Meeting, if possible.

Acknowledging that they have to do a national search, Mayor Taylor said that he thinks Commissioner Williams' questions was about how Cocoa Beach got the word out.

Commissioner Williams confirmed that was her questions.

Commissioner Kelley suggested that the Commission begin working on the ideal candidate, beyond what the Charter says.

Commissioner Williams said that it is very similar to what the Commission saw in terms of evaluation and asked her Commission colleagues to go through the document and provide comments and suggestions for edits, revisions and add-ons to the questionnaire. She said that she loves the questionnaire because it gets people's juices flowing to know if they should apply or not.

Mayor Taylor shared his understanding that Commissioner Kelley suggested to complete the document and Commissioner Williams encouraged the Commission to make revisions to the document.

Commissioner Williams said that she would like to see questions about experience with multicultural and multi-generational government, to be sent to the City Clerk.

Mayor Taylor asked if all hearts and minds were clear.

The Commission indicated that they were clear.

8. ADJOURNMENT:

There being no further business to come before the City Commission, it was moved by Commissioner Kelley, seconded by Vice Mayor Ervin to adjourn the Workshop at 7:32 p.m.

John H. Taylor Jr.
Mayor

ATTEST:

Joanna Flores, CMC
City Clerk

CITY OF OPA-LOCKA
“The city of bright opportunities”

**CLERK’S ACTION SUMMARY MINUTES
WORKSHOP**

**Wednesday, February 8, 2023
5:30 p.m.**

1. WELCOME/OPENING REMARKS:

Mayor John Taylor called the Workshop to order at 5:41 PM on Wednesday, February 8, 2023.

2. ROLL CALL:

The following members of the City Commission were present: Commissioner Joseph L. Kelley, Vice Mayor Natasha L. Ervin, and Mayor John H. Taylor Jr. Commissioner Commissioner Sherelean Bass arrived at 6:15 p.m. Also in attendance were: Interim City Manager Darvin Williams, City Attorney Burnadette Norris-Weeks, Assistant City Attorney Candice Cobb and City Clerk Joanna Flores.

3. INVOCATION:

The invocation was delivered by Commissioner Kelley.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited in unison.

5. PUBLIC COMMENTS :

Mayor Taylor opened the Public Comments.

There being no members of the public to address the Commission, Mayor Taylor closed Public Comments.

6. DISCUSSION ITEMS:

1. SPECIAL EVENTS

Mayor Taylor stated that the Workshop would be opened up by finishing the conversation on Special Events, recalling that the Clerk had provided the calendar.

Commissioner Kelley acknowledged having received the calendar. The Commissioner then asked the City Attorney and City Manager if it was necessary for the Commission to pass a resolution for national events to be sponsored by the entire Commission, adding that someone will still need to take the lead, and asking how that process would work. Commissioner Kelley said that he asked that question because some of the funding is within the Parks & Recreation Department budget, recalling that there was a challenge with using Parks & Recreation Department funds and Commission budget line item funds. He pointed out that at the last Workshop, he had asked for the events documentation from the state, but lamented that he had not received it.

City Attorney Norris-Weeks stated that the documents from the last meeting were being pulled up, but she addressed Commissioner Kelley's question about the Commission collaborating with the Parks & Recreation Department, stating that she reached out to the City Manager's Office. The City Attorney said that the Manager may have more information, informing the Commission that the Manager had stated in an email as recently as earlier that day that he would get back with them to provide the information that the State of Florida had given him. She said that she would let Manager Williams speak for himself on that issue.

Interim City Manager Williams said that he had stated in his email that the State of Florida had provided no written guidance on how the Commission is to execute its events.

City Attorney Norris-Weeks acknowledged that Interim City Manager Williams had told her that a couple of days ago, and that she had followed up to try to get more clarity on why the issue came up, where the direction came from. The City Attorney said that she specifically asked who asked the Manager that, when, and any information surrounding it, which she said was what they were waiting for information on.

Interim City Manager Williams stated that his office was looking into what City Attorney Norris-Weeks asked for, because he said that the information has never come from his office since he was appointed in April. The Manager pointed out that as recently as the previous month, the Commission utilized Parks & Recreation Department funds to host a national event. Also pointing out that he was not present for the previous Workshop, Manager Williams stated that he is not sure where the guidance is coming from, adding that it is not from his office.

Commissioner Kelley pointed out that the Clerk, Attorney and Manager all have backups, and he said that whoever is there, should have the information. He said that he will just go forward with the understanding that the Commission can collaborate. The Commissioner reiterated his question about a resolution being needed for national events, pointing out that several events are national, starting out with MLK, Fourth of July, Halloween, Memorial Day and the National Day of Prayer, noting that some of them are listed as special events for the Parks & Recreation Department. He then recalled that there was consensus from the Commission about having a lot of events of the same nature. Commissioner Kelley noted that they found themselves in that situation with Black History Month, having received an email that there would be 3 events on February 25th with the Community Redevelopment Agency and Parks & Recreation Department hosting events on the same day as Vice Mayor Ervin's karaoke event, which he said makes no sense whatsoever to him. Stating that he brought up Black History Month during the first meeting in January, the Commissioner. Expressing his hope that clarity is provided on dealing with those kinds of situations, he shared his concerns about overloading City Staff, the Commission and the Community. Commissioner Kelley concluded by stating that he would like to hear from his Commission colleagues.

City Attorney Norris-Weeks addressed Commissioner Kelley's question about a resolution being required, and she said that she did not see any requirement for it in the legislation that was passed in 2021. The City Attorney offered to go through the City's Special Events Policy, for the Commission Members who were not on the Dais at the time it was passed, noting that they may not be familiar with it.

Mayor Taylor said that City Attorney Norris-Weeks can, but he pointed out that there is nothing in the policy that addresses what Commissioner Kelley is talking about, including who can spearhead events as well as what events are Commission driven or individual. Pointing out that there are events already on the calendar, the Mayor noted that some of his Commission colleagues have already stated that they wanted to spearhead those events. He then said that until the Commission comes up with a resolution, or tweaks the current resolution, he agrees with Commissioner Kelley that at least one Commissioner is out front from Commission driven initiatives as a point person. The Mayor said that putting all of the Commission Members pictures on the flyers could be included in the legislation, in addition to defining hosted and sponsored, as well as how much money needs to be allocated from the Commission budget to be fair and not have all of the funds coming from the City. He then asked Clerk Flores what Commission events are left that are in the budget already.

City Clerk Flores stated that it is included under the Parks and Recreation Department budget for fiscal year 2023.

Mayor Taylor asked if Vice Mayor Ervin and Commissioner Kelley wanted to appoint which events each Commission Member wants to spearhead during the Workshop.

Commissioner Kelley pointed out that 2 of their Commission colleagues were not present and he said that they are hosting some of the events including Commissioner Bass who is spearheading the National Day of Prayer, adding that he will obviously work with her. The Commissioner noted that \$10,000 had been included in the budget for the City's Birthday. He said that all of their pictures can be on the flyers. Commissioner Kelley said that he thinks the Commission has to determine which events would be considered national and who is going to spearhead them, but he does not want to leave out of the discussion, their 2 colleagues who were not present.

City Clerk Flores pointed out that the events that the Clerk's Office has yet to receive a date for, are listed at the bottom of the calendar for each month, including the Backpack Giveaway in August, noting that Vice Mayor Taylor had provided a date for the Independence Day event earlier that day. The Clerk said that they are all under the Parks and Recreation Department budget, which she pointed out are considered City events.

Interim City Manager Williams offered to assist the Clerk and said that he had a list of the events with the allocated amounts.

Mayor Taylor stated that the Commission just got the list, which includes \$1,500 for the Easter event and \$20,000 for the Fourth of July event. The Mayor asked if Vice Mayor Ervin was looking to partner on the Fourth of July event and what her intent was on the event.

Vice Mayor Ervin stated that her intent for the Fourth of July Picnic Party was to invite the city out to Sherbony Park, with the residents bringing their own tent and the City providing water slides at the pool, a huge picnic with DJs, and have one big party because she knows that fireworks are extremely expensive. The Vice Mayor stated that she would have liked to have done it on the actual Fourth of July, but said that she thinks the Parks and Recreation Department is closed that day.

Mayor Taylor asked Vice Mayor Ervin if she minded combining, to do a big event.

Vice Mayor Ervin agreed, but said that perhaps they needed to ask the Parks and Recreation Department if they minded.

Commissioner Kelley stated that if the City is going to do something, it needs to be on the Fourth of July, stating that he doesn't know why the City has to be closed if they are trying to do something for the Community. The Commissioner said that for the Fourth of July, even if the park is normally closed, it could be opened.

Vice Mayor Ervin stated that she does not have a problem with the event being on the fourth, explaining that she didn't plan it for the fourth because the City is always closed on holidays. The Vice Mayor added that if everybody agrees to the Parks and Recreation Department being open and City Staff working on that day, she would love to have the event that actual day.

Mayor Taylor stated his understanding that Vice Mayor Ervin agreed with moving it to the 4th of July.

Vice Mayor Ervin confirmed.

Mayor Taylor asked Interim City Manager Williams if it was acceptable with him and the Parks and Recreation Director that the Commission sponsor that along with the parks.

Interim City Manager Williams confirmed that it would be, absolutely.

Mayor Taylor asked Vice Mayor Ervin if she agreed to it being a Commission event, with her spearheading it.

Vice Mayor Ervin stated that she does not mind being the point person, adding that the Commission can do it together.

Mayor Taylor recommended that they include fireworks.

Vice Mayor Ervin said that fireworks are too expensive.

Commissioner Kelley agreed about including fireworks.

Vice Mayor Ervin noted that her colleagues agreed to include fireworks, and she said that it sounded like a plan to her. The Vice Mayor said that she was looking for sponsors for the event, and asked if their checks should be made to the City of Opa-locka.

Interim City Manager Williams stated that the issue had not come up since he had been appointed, but recalled that when he was Assistant City Manager under Mr. Newall Daughtry, the process that was used was to have the checks written to the City.

Mayor Taylor stated his understanding that all donations received for events, should have the check written to the city. The Mayor then asked how an in-kind donation would work, where someone doesn't want to write a check to the city but will pay for something like a DJ.

Interim City Manager requested support from the City Attorney on that issue.

City Attorney Norris-Weeks recalled that a resolution was passed during Mayor Pigatt's term, in response to an audit finding because at one time, the City didn't have a measured way to collect funds. The City Attorney stated that they would find it and let the Commission know.

Mayor Taylor asked to host the City's Easter event.

Vice Mayor Ervin said that when she looked at the budget as the Booster Club President, that 100 Easter baskets were raffled and they aren't very cheap anymore, or she doesn't like the cheap ones, with the average cost being about \$16. The Vice Mayor said that they also gave the Residents hot dogs, chips and drinks, adding that she honestly doesn't think that \$1,500 is enough, but they got sponsors.

Mayor Taylor acknowledged that the previous year, they had sponsors and offered to have funds from his special events budget used. The Mayor then said that the Track Invitational Meet is already being organized by the Parks and Recreation Department. He acknowledged that Vice Mayor Ervin would lead the Christmas Toy event. The Mayor suggested that the Back Pack Giveaway be an initiative of the whole City Commission because they are giving back to the Residents.

Commissioner Kelley stated that he supports a citywide Book Bag event, but said that he wants to include special needs students. The Commissioner recalled that the City had the regular Book Bag Giveaway event, and he used to do one for special needs students because that event has to be a little different for them. He said that he didn't have a problem with doing it all the same day.

Vice Mayor Ervin proposed to host the City's Halloween event.

Mayor Taylor offered to co-sponsor the City's Halloween event with Vice Mayor Ervin. The Mayor noted that Black History Month was already being done. He said that Commissioner Bass had sponsored the Community Chess tournament and that Vice Mayor Ervin was sponsoring the Memorial Day Pool Party. The Mayor said that the City's Birthday event should be hosted by the City.

Commissioner Kelley stated his understanding that the Community Chess event was being hosted by Commissioner Bass, and noted that only \$200 was budgeted.

Mayor Taylor noted that Commissioner Williams was hosting the Mother's Day event, Women of Many Hats.

Vice Mayor Ervin and Commissioner Kelley stated that they would host the Father's Day event.

Mayor Taylor asked City Clerk Flores to inquire about Commissioner Bass moving the Juneteenth event to the actual day of Juneteenth on June 19th

City Clerk Slores stated that she would.

Mayor Taylor acknowledged that Vice Mayor Ervin and Commissioner Kelley stated that they would host the Father's Day event.

Vice Mayor Ervin stated that she was proposing to have the Father's Day event on June 16th because she wants to include the City Employees.

Mayor Taylor acknowledged that the Father's Day Fish Fry was on the calendar.

Commissioner Kelley said that he will not have the Feeding South Florida food distribution that day, because he wants to co-host the Father's Day Fish Fry. The Commissioner said that the City's Birthday will be a big one.

Vice Mayor Ervin stated that it should be.

Mayor Taylor noted that it is the same day as Mother's Day, and said that it might have to move to Saturday.

Commissioner Kelley pointed out that it is already a long weekend with the Women of Many Hats event.

Vice Mayor Ervin asked if it was possible to celebrate the 20th.

Mayor Taylor said that they might have to and they can move it. The Mayor informed Interim City Manager Williams that the Commission will have to get with him on the City's Birthday because they might have to celebrate it on another day. He reviewed the calendar of events and stated that the Martin Luther King, Jr. walk would be sponsored by Commissioner Kelley, the Easter event would be sponsored by him, the Fourth of July

will be hosted by the Commission, the Track Meet will be hosted by the Parks and Recreation Department, the Christmas Toy Drive will be sponsored by Vice Mayor Ervin and co-sponsored by the Commission, the Halloween event would be sponsored by him and Vice Mayor Ervin, the Book Bag Giveaway event would be sponsored by Commissioner Kelley and co-sponsored by the Commission, the Black History Month event would be sponsored by the Parks and Recreation Department, Ride for your Life would be sponsored by Mayor Taylor, the Chess Tournament would be sponsored by Commissioner Bass, the Memorial Day event would be sponsored by Vice Mayor Ervin and the City's Birthday would be sponsored by him and co-sponsored by the Commission.

City Clerk Flores said she would provide the list to each Member of the City Commission, based on what was stated at the Workshop.

Vice Mayor Ervin asked when the Ride for Life was.

Mayor Taylor said that he didn't know when it would be yet.

Vice Mayor Ervin said that she needs ample time to make sure that her golf cart is ready.

Commissioner Kelley asked City Clerk Flores to find out what the other events were about that were on the calendar that were being sponsored by the other Commission Members, including Earth Day which he noted was being sponsored by Commissioner Williams, and he said that it is a city-wide event. The Commissioner asked that this be done so there's no duplication, particularly in certain areas of the community.

Mayor Taylor said that for the sake of unity, he proposed that Commission events should have the pictures of all of the Commission Members, if it was okay with everybody.

Commissioner Kelley stated that the flyers should say who the event is hosted by.

Mayor Taylor acknowledged that the print can read who was hosting the event with everybody's picture on it.

2. CITY MANAGER SELECTION PROCESS PURSUANT TO OPA-LOCKA CHARTER SECTION 2-8.4

The Mayor acknowledged that the City Clerk had provided the Commission with a response from Mr. Parker who had presented to the Commission the previous week. The Mayor recalled that Mr. Parker said that his calendar is filling up, and that he had offered

to check with another Senior Advisor about their availability, and asked how the Commission wanted to move forward.

Commissioner Kelley stated that he thinks that at the last meeting, the Commission decided they wanted to not hire a firm but that the consent was to have a Senior Advisor like Mr. Parker help them through the process.

Mayor Taylor asked City Clerk Flores if she had spoken with Mr. Parker about his availability in March.

City Clerk Flores stated that she was waiting to get some direction from the Commission as a whole, because the timeline that had been established would be pushed back a little bit. She said that she could reach out to him to determine his availability.

Mayor Taylor suggested that if it can't be Mr. Parker, that perhaps he could connect them with a Senior Advisor that can connect with the Commission virtually in February, acknowledging the Clerk's statement that the timeline would be pushed back.

Vice Mayor Ervin agreed with Mayor Taylor.

Commissioner Kelley said that was fine and said he wanted to move on.

Commissioner Bass excused herself for her tardiness and said that she would go with whatever her Commission colleagues had discussed because she did not hear all of the discussions.

Mayor Taylor recapped the discussion on the City Manager selection process for Commissioner Bass.

3. CITY BEAUTIFICATION PLAN

Mayor Taylor explained that he asked for the Workshop because he wants the Commission to develop a plan for beautification going forward as they move the City into another direction. He suggested that they should adopt a maintenance plan and define what the Commission wants beautification to look like.

Vice Mayor Ervin stated that she'd like for Downtown to stand out from the rest of the City, like she has seen in other cities, so that you know you're in Downtown Opa-locka.

Mayor Taylor stated his understanding that Vice Mayor Ervin was proposing to redevelop Downtown, to fix and clean it up.

Vice Mayor Ervin confirmed that Mayor Taylor's understanding was correct.

Commissioner Kelley said that he went back and saw that there were some Workshop meetings in 2021 about beautification which included cleanup, but he asked if there was ever a document put together.

Mayor Taylor stated that the reason he wanted to do the Workshop was because the Commission never developed a beautification plan. The Mayor said that he didn't know if the City Manager at the time did one.

Commissioner Kelley said that he really wanted to know more about Commissioner Williams' beautification project that was part of her Earth Day event. The Commissioner also asked if the illegal dumping initiative was part of that. He also shared his understanding that Mayor Taylor is looking to develop a city-wide plan.

Mayor Taylor explained work was done, but a plan was never developed. Acknowledging that the Commission had supported the Illegal Dumping Task Force and cleanups, he added that he'd talked about a maintenance schedule and that former Commissioner Dominguez had talked about a paint project for dilapidated homes owned by Seniors. The Mayor reiterated that they never had a plan, which is why they were at the Workshop.

Commissioner Kelley said that he was hoping there was some kind of document already, and asked if his Commission colleagues wanted to start with the Downtown area as Vice Mayor Erin suggested or focus citywide. The Commissioner stated that his biggest thing with beautification is to involve the Community, including the businesses around the area so they can have a buy-in. He suggested dividing the City into 4 zones and doing something monthly. Commissioner Kelley then asked Interim City Manager Williams if the Downtown Master Plan created by the Consultant called for something for the Downtown to pop, as Vice Mayor Ervin had suggested.

Interim City Manager Williams said that there were minor aspects like wall murals and painting, but nothing to the extent of what the Commission is discussing to make it pop.

Commissioner Kelley acknowledged that he received the document but said that he hasn't really gone through it totally, and asked if the plan was more focussed on aesthetics, painting or on developing the buildings and infrastructure.

Interim City Manager Williams stated that the bulk of the plan looked at development, but also included aesthetics like mural paintings.

Commissioner Kelley said that probably won't help them with what they are trying to do.

Vice Mayor Ervin recalled that years ago, the City put down pavers and she suggested that the ones on Opa-locka Boulevard can be pressure cleaned to make them look nice, adding that the City just needs to maintain it. The Vice Mayor also shared her view that there has to be something they can do to make the area between 22nd Avenue and 27th Avenue on Ali Baba Avenue look beautiful.

Commissioner Kelley agreed short-term and long-term beautification efforts are needed, and he asked what the amount was that was available in the budget. The Commissioner asked if there was a budgeted amount, or if there were funds that could be pulled for pressure cleaning, painting and planting of shrubbery, adding that he thinks they can do that right away. He also asked if there was money sitting in the Arbor Day fund.

Mayor Taylor said that he didn't think the City has a budget line item for beautification, but asked the Interim City Manager.

Interim City Manager Williams confirmed that Mayor Taylor was correct, but he noted that there are line items included in the City budget to do some of the things that the Commission wants. Manager Williams shared that there is \$280,000 for the gateways, \$250,000 for the murals and paintings. The Manager reiterated that while there is not just one line item for beautification, there are several line items that add up to a significant amount of the budget that will go to beautification.

Mayor Taylor requested a maintenance schedule, asking if the buildings would be painted every year, how often the trash around the City would be picked up, when the City would plant trees, flowers and grass, and how often the gateways would be painted, to aesthetically make the City pop. The Mayor acknowledged that these things are getting done, but asked when the next time was that they were going to get done.

Commissioner Kelley stated that this was going to require more time, and he asked if his Commission colleagues would allow him to meet with the City Manager and City Staff to come up with a blueprint that the Commission can look at, tweak and pass.

Mayor Taylor suggested every Commission Member meet to put the documents together.

Commissioner Kelley said that the only reason he said it was because it takes so long, and suggested that they could take a whole meeting to just work on beautification because all of them have so many different things. The Commissioner also suggested that they could submit to the Clerk to put them in a comprehensive form so that the City

Manager can have an idea of dollars and come back to the Commission with that in a Workshop. He said that if they want to hash it out, it is probably going to be at least a 2 or 3 hour Workshop, but he said he just wants them to get somewhere with it because he thinks they are all on the same page that they need to beautify the City. The Commissioner said that he suggested that because there are some things that are not going to take forever like pressure cleaning and painting. Pointing out that City Employees already have other things they're doing as part of their work day, he said that they're going to add this into that and could require a little more flexibility.

Mayor Taylor asked if Interim City Manager Williams could meet with every individual Commissioner on their plan, and develop a plan to present to the entire Commission.

Interim City Manager Williams stated that he could absolutely do that.

Commissioner Kelley stated that if it takes too long, he'll already be doing beautification.

Mayor Taylor asked Interim City Manager Williams to schedule those meetings as soon as possible and said that they would then schedule a Workshop to only discuss beautification, as Commissioner Kelley had suggested.

Commissioner Bass concurred with Commissioner Kelley about having the buy-in of the Community. The Commissioner said that they have a tendency of making decisions for their Constituents on their own, while acknowledging that it is what they were voted in for and also stating that they need to hear what they have to say. She shared that she is very uncomfortable about a beautification project without hearing the voices of the people, suggesting that they get the Residents in to tell them what they want, and then she said they could make a list that itemizes the top priorities.

Mayor Taylor said that the Commission hears Commissioner Bass and pointed out that the Workshops were to provide Residents an opportunity to tell the Commission what they want. The Mayor suggested that they reach out to Residents to get more of them to come to the Workshops, so that they can give their input in the sunshine. Mayor Taylor ensured that everyone understood and agreed with the direction they were going and then went back to the discussion on events, recalling that the Commission had questions on events that she was hosting.

Commissioner Kelley recalled having stated that because the National Day of Prayer is a national event being sponsored by the Commission, but hosted by Commissioner Bass, that he'd work with her on it. The Commissioner also pointed out that Commissioner Bass had proposed to sponsor the Juneteenth event on the 17th as opposed to the 19th.

Commissioner Bass said that it's not a problem, noting that it is a work day for some. The Commissioner also shared that she is supposed to be in Hawaii and said that if any of her Commission colleagues wanted to sponsor it in her place, she would be okay with it.

Mayor Taylor said that he would sponsor the Juneteenth event, and reiterated that from now on those holidays will have all of the Commission Members on the flyer and will have a line with the name of the host. The Mayor also recalled that a concern had been raised about the amount that had been budgeted for the chess event, but that he had said that she would put in money from her events budget.

Commissioner Bass confirmed that was her intention, but said that if the City Manager had extra dollars for the chess program, it would be a wonderful thing.

Mayor Taylor also noted that Commissioner Bass was scheduled to sponsor the Veterans Day Picnic.

Commissioner Bass stated that she would love for the Commission to partner with her to get it done because her budget alone won't be able to carry all of her events, asserting that they need to put some focus on Veterans.

Mayor Taylor offered to co-sponsor it with her, and said he would help her fund raise.

Vice Mayor Ervin said that she is going to do a turkey giveaway.

Mayor Taylor asked if he could partner with her on that because he has been having conversations with grocery stores, and suggested that the entire Commission roll their sleeves up on that, adding that it would work better because they will have more.

Vice Mayor Ervin said if they all find 100 turkeys, it would be 500 for the community.

Mayor Taylor acknowledged that they would do a turkey drive as a City and he also noted that Commissioner Bass would be sponsoring a Night of Thanksgiving.

Vice Mayor Ervin asked if that would be a Church event.

Commissioner Bass confirmed it would be.

Commissioner Kelley suggested that the turkey giveaway be on November 20th.

Vice Mayor Ervin suggested that the turkey giveaway be on Saturday, November 18th so that people who work can come out and get a turkey.

Mayor Taylor urged his Commission colleagues to spread their events out because they have a tendency to focus on Sherbondy Park. The Mayor pointed out that they have four parks including Ingram Park, Segal Park and Magnolia North. He noted that a lot of people on the east side of the City complain that they don't want to come to Sherbondy Park, and once again suggested that the events be spread out.

Commissioner Kelley stated that Mayor Taylor was right on track and that it is one reason that he's trying to get Ingram Park open. The Commissioner said that he was waiting to see everyone's dates because many of the things that he is going to plan are going to be on the east side of town. He then said that they should not spread themselves too thin and communicate, because he doesn't want to have a situation like what happened for Black History Month where everything was all over the place at the last minute because it doesn't make them look good as a City.

Mayor Taylor asked that when events come up, that City Clerk Flores send an email to the Commission so that they can update the calendars.

City Clerk Flores confirmed that she would.

7. ADJOURNMENT:

There being no further business to come before the City Commission, it was moved by Commissioner Kelley, seconded by Commissioner Bass to adjourn the Workshop at 6:42 p.m.

John H. Taylor Jr.
Mayor

ATTEST:

Joanna Flores, CMC
City Clerk

RESOLUTION NO. 23-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE INTERIM CITY MANAGER TO ENSURE THE TIMELY IMPLEMENTATION OF A CITY SUMMER YOUTH JOBS PROGRAM FOR AN AMOUNT NOT TO EXCEED FIFTY THOUSAND DOLLARS (\$50,000); PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka ("City") desires to ensure the timely implementation of a summer youth jobs program; and

WHEREAS, on May 14, 2014, the City Commission of the City of Opa-Locka approved Resolution No. 14-8801 to implement a summer jobs hiring program; and

WHEREAS, on May 27, 2015, the City Commission approved Resolution No. 15-9004 to support the City's Summer Youth Jobs Program and allocated Fifteen Thousand Dollars (\$15,000.00) to fulfill the commitment; and

WHEREAS, the City Commission desires to implement a program in an amount not to exceed Fifty Thousand Dollars (\$50,000.00); and

WHEREAS, the City Commission finds it is the best interest of the City to direct the Interim City Manager to take all necessary actions to ensure the timely implementation of a City summer youth job program to be performed by the City or an outside agency.

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. AUTHORIZATION

The City Commission of the City of Opa-Locka hereby authorizes the Interim City Manager to work with an outside entity or implement a City Summer Youth Jobs Program for the City of Opa-Locka or implement said program for the City and take all necessary actions to ensure implementation. If a contract is necessary, the contract should be in a form approved by the City Attorney.

SECTION 3. SCRIVENER'S ERRORS.

Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors, which do not affect the intent of this Resolution may be authorized by the Interim City Manager, following review by the City Attorney, without need of public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 4. EFFECTIVE DATE

This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this _____ day of _____, 2023.

John Taylor, 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 Kelley	_____ (Yes)	_____ (No)
Commissioner Williams	_____ (Yes)	_____ (No)
Vice Mayor Ervin	_____ (Yes)	_____ (No)
Mayor Taylor	_____ (Yes)	_____ (No)



**City of Opa-locka
Agenda Cover Memo**

City Manager:	Darvin Williams		CM Signature:			
Commission Meeting Date:	03.08.2023		Item Type: <i>(Enter X in box)</i>	Resolution X	Ordinance	Other
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading
	X		Public Hearing: <i>(Enter X in box)</i>	Yes	No X	Yes No
Funding Source: <i>Account# :</i>	<i>(Enter Fund & Dept)</i> Ex:		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No X
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No Not Now	RFP/RFQ/Bid#:			
Strategic Plan Related <i>(Enter X in box)</i>	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: <i>(list the specific objective/strategy this item will address)</i>		
Sponsor Name	Mayor Taylor		Department:	City Commission		

Short Title:

A resolution of the City Commission of the City of Opa-locka directing the Interim City Manager to take the necessary actions to ensure the timely implementation of a summer youth job program.

Staff Summary:

History: On May 14, 2014 the City Commission approved Resolution No. 14-8801 to implement a summer job hiring program.

On May 27, 2015 the City Commission approved Resolution No. 15-9004 to support the City's Summer Youth Jobs Program and allocated \$15,000 to fulfill the commitment.

Last year the city also conducted a summer youth internship program within the City government under the sponsorship of the County Student Youth Internship Program (SYIP) to provide local students with an opportunity to gain exposure to what is expected of an employee in the workplace as well as to obtain insight as to functioning of a city government.

Current Activity: For this fiscal year, it is recommended that the City's objective be to both continue for another summer the County-sponsored Student Youth Internship Program for local students as well as to enter into agreements with other agencies and entities to establish a summer youth job program.

Financial Impact – The FY 23 adopted budget includes \$50,000 in Non-Department Other Professional Services (19-519312) for a summer youth job program. Those students participating in the County Student Youth Internship Program receive compensation from the County.

Proposed Action:

Staff recommends the City Commission approve the legislation directing the Interim City Manager to take the necessary actions to ensure the timely implementation of a summer youth job program.

Attachment:

Resolution No. 14-8801

Resolution No. 15-9004

Sponsored by: Vice Mayor Kelley

Resolution No. 14-8801

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA LOCKA, FLORIDA, DIRECTING THE CITY MANAGER, WITH ADVICE FROM THE CITY ATTORNEY, TO IMPLEMENT A SUMMER JOB HIRING PROGRAM; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Opa-locka is interested in creating summer job opportunities for the residents of the City of Opa-locka; and

WHEREAS, the City Commission of the City of Opa-locka desires the City Manager, with advice from the City Attorney, to investigate and find a means of implementing a Summer Job Hiring Program; and

WHEREAS, the desired summer jobs are to be performed, where possible, by qualified City residents, selected in an equitable fashion.

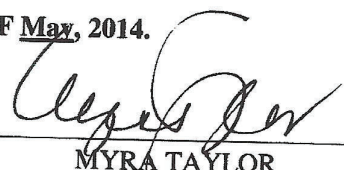
NOW, THEREFORE, BE IT DULY RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA:

Section 1. The recitals to the preamble hereby incorporated by reference.

Section 2. The City Commission of the City of Opa-locka hereby directs and authorizes the City Manager, with advice from the City Attorney, to investigate and find a solution to implement a Summer Job Hiring Program, for qualified City residents, selected in an equitable fashion.

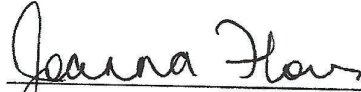
Section 3. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 14th DAY OF May, 2014.



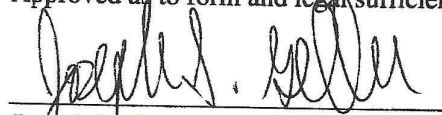
MYRA TAYLOR
MAYOR

Attest to:



Joanna Flores
City Clerk

Approved as to form and legal sufficiency:



Joseph S. Geller
GREENSPOON MARDER PA
City Attorney

Moved by:	COMMISSIONER JOHNSON
Seconded by:	VICE MAYOR KELLEY
Commission Vote:	4-0
Commissioner Holmes:	OUT OF ROOM
Commissioner Johnson:	YES
Commissioner Santiago:	YES
Vice-Mayor Kelley:	YES
Mayor Taylor:	YES

RESOLUTION NO. 15-9004

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO SUPPORT THE CITY OF OPA-LOCKA'S SUMMER YOUTH JOBS PROGRAM AND LOCATE \$15,000 OF FUNDS TO FULFILL THIS COMMITMENT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-locka has a Summer Youth Jobs Program; and

WHEREAS, It is the desire of the City to create as many summer jobs for the City's youth as reasonably practicable.

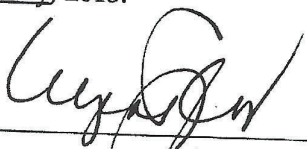
NOW, THEREFORE, BE IT DULY RESOLVED THAT THE CITY COMMISSION FOR THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. The recitals to the preamble herein are incorporated by reference.

Section 2. The Manager is hereby directed to support the City's Summer Youth Jobs Program with a \$15,000.00 commitment and to locate funds sufficient to fulfill this commitment.

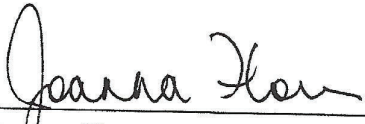
Section 3. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 27th day of May, 2015.



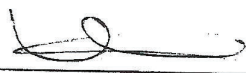
Myra-Taylor
Mayor

Attest to:



Joanna Flores
City Clerk

Approved as to form and legal sufficiency:



Vincent T. Brown, Esq.
The Brown Law Group, LLC
City Attorney

Moved by:	COMMISSIONER SANTIAGO
Seconded by:	COMMISSIONER KELLEY
Commission Vote:	4-1
Commissioner Kelley:	YES
Commissioner Pinder:	YES
Commissioner Santiago:	YES
Vice-Mayor Holmes:	NO
May Taylor:	YES

RESOLUTION NO. 23-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE INTERIM CITY MANAGER TO ESTABLISH A CENTENNIAL COMMITTEE TO DEVELOP A VISION FOR THE CITY'S CENTENNIAL CELEBRATION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka ("City") was established in 1926. In 2026 the City will celebrate 100 years of history, legacy, progress and commitment to its residents; and

WHEREAS, this milestone will be recognized with a Citywide celebration; and

WHEREAS, the City desires to establish an advisory Centennial Committee ("Centennial Committee") to assist with the development of a vision for the City's Centennial Celebration by recommending potential activities, decorations, promotions, themes, and event planning; and

WHEREAS, the Centennial Committee shall also provide the City with input, assistance, and recommendations regarding such other matters relating to the City's centennial celebration, as may be delegated by the City Commission; and

WHEREAS, the Centennial Committee, will be composed of five (5) members, with the term expiring on December 31, 2026; and

WHEREAS, the City Commission finds it is the best interest of the City to direct the Interim City Manager to establish a Centennial Committee to develop a vision for the City's Centennial Celebration consistent with this resolution.

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. AUTHORIZATION

The City Commission of the City of Opa-Locka hereby directs the Interim City Manager to establish an advisory Centennial Committee to develop a vision for the City's Centennial Celebration by recommending potential activities, decorations, promotions, themes, and engage in event planning.

SECTION 3. SCRIVENER'S ERRORS.

Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors, which do not affect the intent of this Resolution may be authorized by the Interim City Manager, following review by the City Attorney, without need of public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 4. EFFECTIVE DATE

This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this _____ day of _____, 2023.

John Taylor, 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 Kelley	_____ (Yes)	_____ (No)
Commissioner Williams	_____ (Yes)	_____ (No)
Vice Mayor Ervin	_____ (Yes)	_____ (No)
Mayor Taylor	_____ (Yes)	_____ (No)



**City of Opa-locka
Agenda Cover Memo**

City Manager:	Darvin Williams		CM Signature:				
Commission Meeting Date:	03.08.2022		Item Type: <i>(Enter X in box)</i>	Resolution X	Ordinance	Other	
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading	
		X	Public Hearing: <i>(Enter X in box)</i>	Yes	No X	Yes	No
Funding Source: <i>Account# :</i>	<i>(Enter Fund & Dept)</i> Ex: NA		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No X	
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No X	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	Mayor Taylor		Department:	City Commission			

Short Title:

A resolution of the City Commission of the City of Opa-locka directing the City Clerk to establish a Centennial Committee to develop a vision for the city's centennial celebration.

Staff Summary:

The City of Opa-locka was established in 1926. In 2026 the city will celebrate 100 years of history, legacy, progress and commitment to its residents. This milestone will be recognized with a citywide celebration. The advisory committee will be created to assist in developing a vision for a centennial celebration, which vision may incorporate and recommend potential activities, events, decorations, promotions, themes, and other preparations for the City's centennial.

Providing the City with input, assistance, and recommendations regarding such other matters relating to the City's centennial celebration that the City Commission may assign to the Committee.

to include event planning and execution. The advisory committee, to be referenced as the Centennial Committee, will be composed of five (5) members with a term until December 31, 2026.

Financial Impact – There is no immediate financial impact resulting from the formation of a Centennial Committee.

Proposed Action:

Staff recommends the City Commission approve the legislation directing the City Clerk to establish a Centennial Committee.

Attachment:

RESOLUTION NO. 23-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE INTERIM CITY MANAGER TO DEVELOP AN ANNUAL SCHOLARSHIP POLICY TO AWARD SCHOLARSHIPS TO FIVE (5) HIGH SCHOOL SENIORS AND ESTABLISH AN EVALUATION COMMITTEE, A TIMELINE FOR ADVERTISEMENT, AND AN APPLICATION PROCESS SETTING FORTH REQUIREMENTS AND QUALIFICATIONS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on August 5, 2022, the City of Opa-Locka ("City") made five (5) One Thousand Dollar (\$1,000.00) scholarships available for eligible high school seniors. At the end of evaluation process, it was determined that only three applicants met the deadline and requirements for the program. Pursuant to Resolution No. 22-047, only three students were awarded the scholarship funds; and

WHEREAS, the City desires to implement an annual scholarship policy that allows the City to budget and disburse five (5) One Thousand Dollar (\$1,000.00) scholarships to eligible high school seniors. This opportunity will help support students as they commence higher education; and

WHEREAS, the Annual Scholarship Policy shall be made effective no greater than thirty (30) days from the adoption of this resolution and include the establishment of an evaluation committee; a timeline for advertisement, an application process setting forth requirements and qualifications; and

WHEREAS, the City Commission finds it is the best interest of the City to develop an annual scholarship policy to award scholarships to five (5) high school seniors and to establish an evaluation committee, timeline of advertisement, and an application process setting forth requirements and qualifications.

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. AUTHORIZATION

The City Commission of the City of Opa-Locka hereby directs the Interim City Manager to develop an annual scholarship policy to award scholarships to five (5) high school seniors and to establish an evaluation committee, timeline of

advertisement, and an application process setting forth requirements and qualifications

SECTION 3. SCRIVENER'S ERRORS.

Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors, which do not affect the intent of this Resolution may be authorized by the Interim City Manager, following review by the City Attorney, without need of public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 4. EFFECTIVE DATE

This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this ____ day of _____, 2023.

John Taylor, Mayor

ATTEST:

Joanna Flores, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

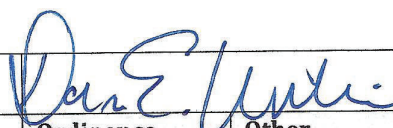
Seconded by: _____

VOTE:

Commissioner Bass	_____ (Yes)	_____ (No)
Commissioner Kelley	_____ (Yes)	_____ (No)
Commissioner Williams	_____ (Yes)	_____ (No)
Vice Mayor Ervin	_____ (Yes)	_____ (No)
Mayor Taylor	_____ (Yes)	_____ (No)



**City of Opa-locka
Agenda Cover Memo**

City Manager:	Darvin Williams		CM Signature: 			
Commission Meeting Date:	03.08.2023	Item Type: <i>(Enter X in box)</i>	Resolution X	Ordinance	Other	
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading
	X		Public Hearing: <i>(Enter X in box)</i>	Yes X	No	Yes X No
Funding Source: <i>Account# :</i>	<i>(Enter Fund & Dept)</i> Ex:		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No X
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No X	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	Mayor Taylor		Department:	City Commission		

Short Title:

A resolution of the City Commission of the City of Opa-locka directing the Interim City Manager to develop a yearly scholarship policy to award scholarships. Additionally, to establish an evaluation committee, timeline of advertisement, application process, qualifications and requirements.

Staff Summary:

History: On August 5, 2022, the City of Opa-locka made five (5) \$1,000.00 scholarships available for eligible high school seniors. At the end of evaluation process, it was determined that only three applicants met the deadline and requirements. Therefore, only three students were awarded the scholarship funds under Resolution No. 22-047.

Current Activity: The purpose is to implement an annual scholarship policy that allows the City of Opa-locka to budget and disburse five (5) \$1,000.00 scholarships to eligible high school seniors. This opportunity will help support students as they commence higher education.

Current Activity: The purpose is to implement a yearly scholarship policy that allows the City of Opa-locka to budget and disburse five (5) \$1,000.00 scholarships to eligible high school seniors. This opportunity will help support students as they commence higher education.

The policy will outline the standard procedure such as:

- Qualifications
- Requirements
- Timeframe for advertisement of scholarships.
- Development of an evaluation committee.
- Deadlines and application process.

Financial Impact – The annual financial impact for this program is currently budgeted at \$5,000.00.

Proposed Action:

Staff recommends the City Commission approve the legislation approving the Interim City Manager to develop a yearly scholarship policy for the awarding of scholarships. Additionally, to establish an evaluation committee, timeline of advertisement, application process, qualifications, and requirements.

Attachment:

Resolution 22-047



OPA- LOCKA ANNUAL EDUCATIONAL SCHOLARSHIP PROGRAM

Objective

The City of Opa- locka has established a scholarship fund to provide financial assistance to qualified high school seniors who wish to pursue post -secondary education through five (5) scholarship opportunities. Applicants who reside in the City of Opa- locka meeting all the requirements will be eligible to receive an award of up to \$ 1, 000.

Guidelines

Applications can be obtained online at www.opalockafl.gov or at City of Opa- locka City Clerk' s Office, 780 Fisherman Street, 4th Floor, Opa- locka, Florida. Applications must be filled out completely. Any incomplete applications will be disqualified from the application process.

All applicants must submit the following:

- Completed application.
- Three (3) reference letters from non -relatives. **At least one letter must be from a school official.**
- One (1) official transcript.
- Essay- Addressing educational goals and community involvement (750 words maximum)

Qualifications:

- Must be a resident of Opa- locka.
- Must be a high school senior.
- A minimum cumulative GPA of 2.75.
- Demonstrate leadership at school or in the community.

Requirements:



All applicants awarded a scholarship will be required to provide proof of acceptance to an accredited college, university or trade school. A receipt of registration verification is required before any funds are disbursed directly to the applicant's school of choice. If evidence is not provided the scholarship is forfeited.

Proof of Residency

Awardees will be required to provide two (2) proofs of residency. Proofs must be documented under the applicant's parent/ guardian's name.

Acceptable supporting documentation of residency include:

- Utility Bill
- Driver's license or Identification
- Passport

Basis for Selection

Applicants will be selected based on the following items:

- Academic Achievement.
- Dedication to extracurricular activities and or community involvement.
- One -page essay
- Interview

Each application will be evaluated and ranked based on the above selection criteria. Applications will be reviewed by the Scholarship Selection Committee consisting of members of the City of Opa- locka Community Relations, Recreations and Activities Advisory Board. All decisions of the committee will be final.

Disbursement of Awards



The City will distribute funds directly to the applicant's school of choice upon receipt of registration verification to an accredited college or university.

General Scholarship Program Conditions:

- a. The City reserves the right to withdraw or cancel the Scholarship Program at any time without prior notice.
- b. The City reserves the right to postpone the Scholarship Program at any time.
- c. The City reserves the right to seek clarification of information submitted in response to the Scholarship Program Application.
- d. The City reserves the right to modify the Scholarship Program as it deems necessary.
- e. Any material misrepresentations made by the applicant(s) will void the application and eliminate the applicant from further consideration.
- f. The City reserves the right to take all reasonable and appropriate steps to recover diverted funds.

For More Information Questions regarding this scholarship application should be submitted to:

Joanna Flores, City Clerk

City of Opa- locka

780 Fisherman Street, 4th Floor.

Opa- locka, FL 33054

305) 953- 2800 / 2801

jflores@opalockafl.gov

RESOLUTION NO. 22-047

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AWARDING THREE (3) ONE THOUSAND DOLLAR (\$1,000.00) SCHOLARSHIPS THROUGH THE CITY OF OPA-LOCKA EDUCATIONAL SCHOLARSHIP PROGRAM, AS SET FORTH IN EXHIBIT "A"; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, On August 5, 2022, five (5) One Thousand Dollar student scholarship opportunities were made available to students who met the requirements set forth in Exhibit "A" hereto; and

WHEREAS, the deadline for receiving scholarships was 12:00 p.m. on September 23, 2022, and

WHEREAS, the City Commission has determined that Ji'yah Toomer, Kimberly Downer and Bernice Pierre-Georges should each be awarded a \$1,000.00 scholarship as applicants who timely applied by the deadline date.

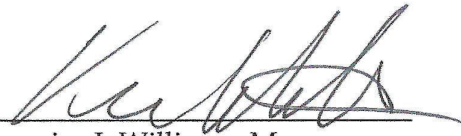
NOW, THEREFORE, BE IT DULY RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. Adoption of Representations. The above recitals are true and correct and are incorporated into this Resolution by reference.

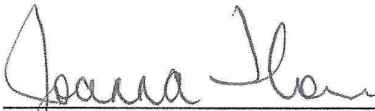
Section 2. Approval of Scholarship Award. The City Commission of the City of Opa-locka hereby approves the Educational Scholarship Program Award to Ji'yah Toomer, Kimberly Downer and Bernice Pierre-Georges in the amount of One Thousand Dollars (\$1,000.00) each, and as otherwise consistent with the terms and conditions set forth in Exhibit "A".

Section 3. Effective Date.
This Resolution shall take effect immediately upon adoption by the City Commission of the City of Opa-locka.

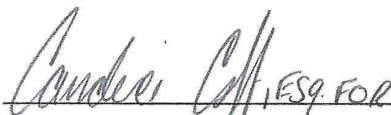
PASSED and **ADOPTED** this 5th day of October, 2022.


Veronica J. Williams, Mayor

ATTEST:


Joanna Flores, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**


Burnadette Norris-Weeks, P.A.

Moved by: Vice Mayor Taylor
Seconded by: Commissioner Bass

VOTE:	5-0
Commissioner Bass	YES
Commissioner Davis	YES
Commissioner Dominguez	YES
Vice-Mayor Taylor	YES
Mayor Williams	YES



City of Opa-Locka Agenda Cover Memo

Office of the City Clerk:	Joanna Flores							
Commission Meeting Date:	09/28/2022		Item Type: (Enter X in box)	Resolution	Ordinance		Other	
				X				
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:	(Enter Fund & Dept) Ex: 10-511545		Advertising Requirement: (Enter X in box)	Yes		No		
						x		
Contract/P.O. Required: (Enter X in box)	Yes	No	RFP/RFQ/Bi#:					
		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 Commission		Department: City Commission					

Short Title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AWARDING THREE (3) ONE THOUSAND DOLLAR (\$1,000.00) SCHOLARSHIPS THROUGH THE CITY OF OPA-LOCKA EDUCATIONAL SCHOLARSHIP PROGRAM, AS SET FORTH IN EXHIBIT "A"; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

Staff Summary:

On August 5, 2022 five (5) \$1,000.00 student scholarship opportunities were made available with a deadline of September 23, 2022. At the time of deadline, only three (3) applicants have applied, Ji'yah

Toomer, Kimberly Downer and Bernice Pierre-Georges. It is recommended that three (3) scholarships be awarded, each in the amount of \$1,000.00 to the three (3) applicants.

Proposed Action:

Award (3) student scholarships, in the amount of \$1,000.00 each to Ji'yah Toomer, Kimberly Downer and Bernice Pierre-Georges.

Attachment:

1. Opa-locka Educational Scholarship Program
2. Scholarship Announcement
3. Scholarship Flyer



OPA-LOCKA EDUCATIONAL SCHOLARSHIP PROGRAM

The City of Opa-locka has established a scholarship fund to provide financial assistance to qualified residents who wish to pursue post-secondary education.

The City of Opa-locka Scholarship was created to assist high school seniors advancing in their career through five (5) scholarship opportunities. Applicants who reside in the City of Opa-locka meeting all the requirements will be eligible to receive an award of up to \$1,000. The scholarships may be awarded as follows:

Opportunity 1	High School Senior	(5) - \$1,000
---------------	--------------------	---------------

Applicants are eligible to apply to one of the scholarship opportunities. The City will send awards directly to the applicant's school of choice upon receipt of registration verification to an accredited college, university or trade school to assist in tuition, fees, room & board and books.

Mission

The mission of the City of Opa-locka Educational Scholarship is to support aspiring graduating high school students looking to achieve a higher education by providing financial assistance.

Vision

The vision of the City of Opa-locka Scholarship is to provide opportunities for Opa-locka youth to pursue a college education and in turn create future leaders committed to the betterment of the community through citizenship, integrity and community involvement.

Guidelines

Applications can be obtained online at www.opalockafl.gov or at City of Opa-locka City Clerk's Office, 780 Fisherman Street, 4th Floor, Opa-locka, Florida. Applications must be filled out completely. Any incomplete applications will be disqualified from the application process.

All applicants must submit the following:

- Completed Application;
- Three (3) reference letters from non-relatives. At least one letter must be from a school official;
- One (1) official transcript;
- Essay (750 words maximum)

Qualifications

- Must be a resident of Opa-locka;
- Must be a high school senior;
- A minimum cumulative GPA of 2.75;
- Demonstrate leadership at school or in the community;
- Provide evidence of acceptance to an accredited college, university or trade school; and

Requirements

All applicants awarded a scholarship must meet the following requirements:

- Proof of Acceptance to Accredited College, University or Trade School

All applicants awarded a scholarship will be required to provide proof of acceptance to an accredited college, university or trade school. A receipt of registration verification is required before any funds are disbursed directly to the applicant's school of choice. If evidence is not provided the scholarship is forfeited.

- Proof of Residency

Scholarship recipients must be residents of the City of Opa-locka. Awardees will be required to provide two (2) proofs of residency. Proofs must be under the applicants name or parent's name if the applicant is a dependent student. Acceptable proofs of Opa-locka residency include but are not limited to:

- Utility Bill
- Driver's License or Identification
- Passport

Basis for Selection

Applicants will be selected based on the following items:

- Academic Achievement;
- Dedication to extracurricular activities and or community involvement;
- One-page essay; and
- Interview

Each application will be evaluated and ranked based on the applicant's academic achievement, community involvement or extracurricular activities, and interview. Applications will be reviewed by the Scholarship Selection Committee consisting of members of the City of Opa-locka Community Relations, Recreations and Activities Advisory Board. All decisions of the committee will be final.

Disbursement of Awards

The City will distribute funds directly to the applicant's school of choice upon receipt of registration verification to an accredited college or university.

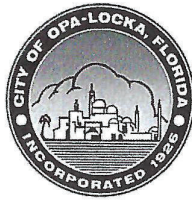
GENERAL SCHOLARSHIP PROGRAM CONDITIONS:

- a. The City reserves the right to withdraw or cancel the Scholarship Program at any time without prior notice.
- b. The City reserves the right to postpone the Scholarship Program at any time.
- c. The City reserves the right to seek clarification of information submitted in response to the Scholarship Program Application.
- d. The City reserves the right to modify the Scholarship Program as it deems necessary.
- e. Any material misrepresentations made by the applicant(s) will void the application and eliminate the applicant from further consideration.
- f. The City reserves the right to take all reasonable and appropriate steps to recover diverted funds.

For More Information

Questions regarding this scholarship application should be submitted to:

Joanna Flores, City Clerk
City of Opa-locka
780 Fisherman Street
Opa-locka, FL 33054
(305)953-2800 / 2801
jflores@opalockafl.gov

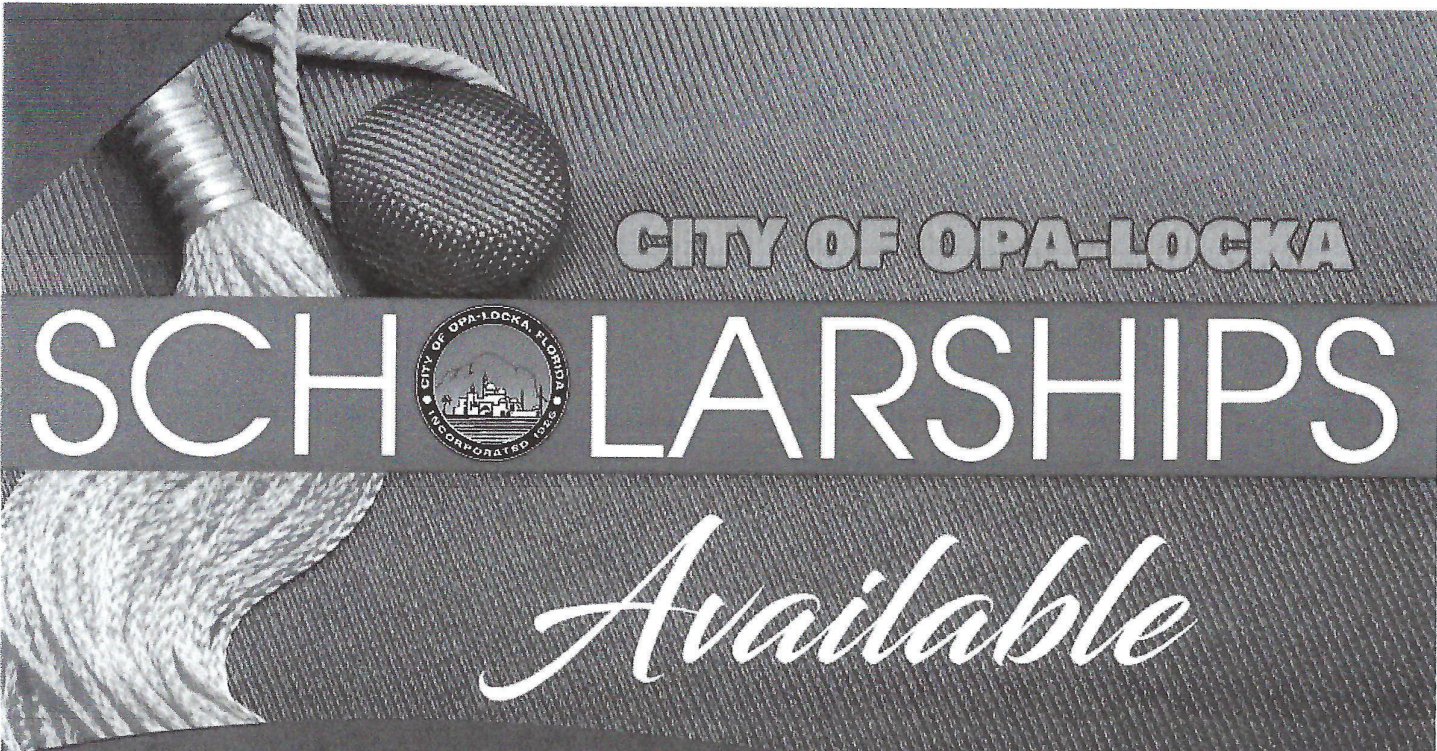


City of Opa-locka Educational Scholarship Program Now Accepting Applications

Opa-locka, FL – The City of Opa-locka is excited to announce that we are now accepting applications for the 2022 City of Opa-locka Scholarship Program. Five (5) scholarships in the amount of \$1,000 each will be awarded to the Class of 2022 graduating high school seniors who are residents of the City of Opa-locka.

All applications must be received at the Office of the City Clerk, 780 Fisherman Street, 4th Floor, Opa-locka, Florida by noon (12:00 P.M.) on Friday, September 23, 2022.

Interested High School Seniors should contact the Office of the City Clerk for further information via telephone (305) 953-2800 or email jflores@opalockafl.gov.



CITY OF OPA-LOCKA

SCH LARSHIPS

Available

**SCHOLARSHIPS FOR CLASS OF 2022
GRADUATING HIGH SCHOOL SENIORS WHO LIVE IN OPA-LOCKA**

APPLICATIONS AVAILABLE NOW AT WWW.OPALOCKAFL.GOV

Submissions due Friday, September 23, 2022 at 12:00 pm

For more information contact:
Joanna Flores, City Clerk
Phone: 305.953.2800
Email: jflores@opalockafl.gov



RESOLUTION NO. 23-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, REQUIRING THE CITY CLERK TO DEVELOP A PROCESS FOR TRACKING CITY COMMISSION EVENTS AND PROHIBITING THE CITY MANAGER FROM EXPENDING CITY FINANCIAL RESOURCES TO SUPPORT MORE THAN ONE SPECIAL EVENT FOR THE SAME HOLIDAY OR THE SAME PURPOSE WITHIN THE 2022-2023 CALENDAR YEAR; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka ("City") conducts numerous special events to provide the community with opportunities for recreational enjoyment and recognition of noteworthy occurrences. In support of this, the City Commission has approved a Parks and Recreation Department budget in the amount of Ninety-Four Thousand Dollars (\$94,000.00) for thirteen special events for Fiscal Year 2022- 2023; and

WHEREAS, further, each Commission member has an additional budget of Ten Thousand Dollars (\$10,000.00) to be used for special events that are of particular interest to them. On occasion, Commissioners have conducted separate events for the same purpose, resulting in overlap and potentially diluting the effectiveness of other events; and

WHEREAS, it is necessary for a policy to be put in place to ensure that Commission members cannot schedule overlapping special events or the same event within the 2022-2023 calendar year. Said policy is intended to allow for broad participation and maximize the effectiveness of the City funds; and

WHEREAS, the City Commission desires to require a process whereby all elected officials would be required to announce the desire to hold a special event no less than sixty (60) days prior to an event and the event can only be formally scheduled if there is no other overlapping event for the same holiday or the same purpose during the 2022 - 2023 fiscal year; and

WHEREAS, a Commission member desiring to conduct a special event shall be required to announce the intent to hold an event during the Commission Reports section of a regularly scheduled City Commission meeting. The City Clerk shall then record, track and make an event calendar available to both the City Commission and the City Manager that does not conflict with any other event for the same holiday or purpose; and

WHEREAS, the City Commission desires that the City Manager be prohibited from approving any expenditures for a second event pertaining to the same holiday or

purpose once a previous event has been recorded and reported by the City Clerk; and

WHEREAS, the City Commission finds that it is in the best interest of the City to direct the City Clerk to develop a process for tracking City Commission events and prohibit the City Manager from expending city financial resources in support more than one special event for the same holiday or the same purpose within this current calendar year.

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. AUTHORIZATION

The City Commission of the City of Opa-Locka hereby requires that the City Clerk develop a process for tracking City Commission events whereby all elected officials would be required to announce the desire to hold a special event no less than sixty (60) days prior to an event. Further, an event can only be formally scheduled if there is no other overlapping event for the same holiday or the same purpose during the 2022 – 2023 fiscal year. The City Manager shall be prohibited from expending city financial resources inconsistent with the intent and purpose of this resolution.

SECTION 3. SCRIVENER'S ERRORS.

Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors, which do not affect the intent of this Resolution may be authorized by the Interim City Manager, following review by the City Attorney, without need of public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 4. EFFECTIVE DATE

This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and ADOPTED this ____ day of _____, 2023.

John Taylor, 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 Kelley	_____ (Yes)	_____ (No)
Commissioner Williams	_____ (Yes)	_____ (No)
Vice Mayor Ervin	_____ (Yes)	_____ (No)
Mayor Taylor	_____ (Yes)	_____ (No)



City of Opa-locka Agenda Cover Memo

City Manager:	Darvin Williams			CM Signature:			
Commission Meeting Date: <i>(Enter X in box)</i>	03.08.2023		Item Type: <i>(Enter X in box)</i>	Resolution	Ordinance		Other
				X			
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading	
				X	Public Hearing: <i>(Enter X in box)</i>	Yes	No
	X		X				
Funding Source: <i>Account# :</i>	<i>(Enter Fund & Dept)</i> Ex: See Financial Impact Section		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No	
						X	
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No	RFP/RFQ/Bid#:				
	X						
Strategic Plan Related <i>(Enter X in box)</i>	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: <i>(list the specific objective/strategy this item will address)</i>			
	X						
Sponsor Name	VM Ervin		Department:	City Commission			

Short Title:

A resolution authorizing the City Clerk to develop a process by which to track Commission events and prohibiting the City Manager to expend City resources for the purpose of financially support more than one special event for the same holiday or purpose in a single calendar year.

Staff Summary:

Issue / Recommendation: Individual Commission member discretionary special events may overlap, diluting their effectiveness. Staff recommends that a process be established to allow better coordination.

History: The City conducts special events to provide the community with opportunities for recreation, enjoyment and recognition of noteworthy occurrences. In support of this, the Parks and Recreation Department has a special events budget of \$94,000 for thirteen events approved by the City Commission as part of the adoption of the FY 23 Annual Budget. Additionally, each Commission member has a budget of \$10,000 to be used for additional special events that are of particular interest to them. On occasion, Commissioners have conducted separate events for the same purpose, with the resultant overlap potentially diluting the effectiveness of the events.

Current Activity: It is recommended that a procedure be put in place to ensure that Commission members don't schedule overlapping special events. It is recommended that at least 60 days prior to a Commission member conducting a special event, the intent to do so be announced as part of Commission Reports. The City Clerk will keep a record of announced event and keep the Commission and the Manager informed of special events planned by each Commissioner member. This legislation would prohibit the Manager from approving any expenditures for a second event of the same purpose or in recognition of the same holiday once a previous event has been recorded and reported by the City Clerk. It is believed that this will enable the broadest possible portion of the community to participate in a single event, maximizing the effectiveness of the City funds expended for the event.

Financial Impact: No additional expense will result. This recommendation should improve the effectiveness of the funding for Commission member discretionary special events.

Proposed Action:

Staff recommends that the City Commission approve a process to improve the coordination in the conducting of Commission members discretionary special events.

Attachment:

RESOLUTION NO. 23-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE INTERIM CITY MANAGER TO CREATE A CITY OF OPA-LOCKA MAINTENANCE AND BEAUTIFICATION DIVISION WITHIN THE BUILDING MAINTENANCE DEPARTMENT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, to ensure that there is a focus on the City of Opa-Locka's beautification efforts, the Interim City Manager recommends that the City reorganize within departments by developing a Maintenance and Beautification Division under the Building Maintenance Department of the City of Opa-Locka by transitioning seven (7) budgeted positions from the Public Works Department's Roads & Illegal Dumping Division into the Building Maintenance Department; and

WHEREAS, currently there are fourteen (14) employees working for the City's Public Works Department Roads & Illegal Dumping Division and in addition to reassigning seven (7) employees from the Public Works Department's Roads & Illegal Dumping Division, the Interim City Manager is recommending a full-time arborist to ensure that all current and new landscaping is properly implemented and maintained; and

WHEREAS, the new division will focus on beautification measures, including landscaping, litter cleanup, and illegal dumping as well as ensuring that City buildings are well maintained and provide an attractive appearance; and

WHEREAS, the newly created Maintenance & Beautification Division will be in a better position to respond promptly to issues relating to enhancing the City's appearance; and

WHEREAS, the City Commission finds it is the best interest of the City to direct the Interim City Manager to create a City of Opa-Locka Maintenance and Beautification Division within the City's Building Maintenance Department.

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. AUTHORIZATION

The City Commission of the City of Opa-Locka hereby directs the Interim City Manager to create a City of Opa-Locka Maintenance and Beautification Division within the Building Maintenance Department.

SECTION 3. SCRIVENER'S ERRORS.

Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors, which do not affect the intent of this Resolution may be authorized by the Interim City Manager, following review by the City Attorney, without need of public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 4. EFFECTIVE DATE

This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this ____ day of _____, 2023.

John Taylor, Mayor

ATTEST:

Joanna Flores, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

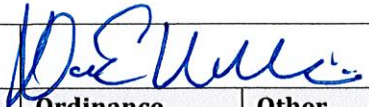
Seconded by: _____

VOTE:

Commissioner Bass	_____ (Yes)	_____ (No)
Commissioner Kelley	_____ (Yes)	_____ (No)
Commissioner Williams	_____ (Yes)	_____ (No)
Vice Mayor Ervin	_____ (Yes)	_____ (No)
Mayor Taylor	_____ (Yes)	_____ (No)



**City of Opa-locka
Agenda Cover Memo**

City Manager:	Darvin Williams		CM Signature: 			
Commission Meeting Date:	03.08.2023		Item Type: <i>(Enter X in box)</i>	Resolution X	Ordinance	Other
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading
	X		Public Hearing: <i>(Enter X in box)</i>	Yes x	No	Yes x No
Funding Source: <i>Account# :</i>	<i>(Enter Fund & Dept)</i> Ex:		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No x
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No x	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	Commissioner Williams		Department:	City Commission		

Short Title:

Creation of A City of Opa-locka Beautification Division

Staff Summary:

To ensure that the City's beautification efforts are focused through a single point of responsibility, staff recommends that the City's organization be restructured to develop a Beautification Division responsible for the cleanliness of the City, including landscaping, litter cleanup, and illegal dumping as well as ensuring that City buildings are well maintained and provide an attractive appearance. This recommendation also includes employment of a full-time arborist to ensure that all current and new landscaping is properly implemented and maintained.

The City will reorganize the current structure of the Building Maintenance Division by transitioning seven (7) budgeted positions from the Roads & Illegal Dumping Division to create the Beautification Division. The newly created Maintenance & Beautification Division will be properly staffed to ensure the City is a better place to live, work, and play through enhancing its appearance.

Financial Impact – The financial impact will be primarily related to employment of a full-time arborist needed to oversee new landscaping projects and to ensure the proper maintenance of all City landscaping. It is anticipated that on an annualized basis this position will cost approximately \$55,000 to \$65,000, including benefits.

Proposed Action:

Staff recommends the City Commission approve the legislation directing the Interim City Manager to reorganize current resources to develop a Beautification Division and to employ a full-time arborist for this division.

Attachment:

RESOLUTION NO. 23-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, REQUIRING THE CITY TO HOST ALL SPECIAL EVENTS ASSOCIATED WITH THE CITY'S ANNUALLY RECOGNIZED NATIONAL HOLIDAYS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka ("City") currently provides holiday-themed and other special events within the community to promote entertainment, enjoyment and engagement among the residents, staff and officials of the City; and

WHEREAS, the City Commission has determined that national holidays are of such a significance and stature that they should be commemorated by the City without co-sponsorships by elected officials; and

WHEREAS, the City desires to host all special events associated with national holidays recognized by the City; and

WHEREAS, the City's annually recognized national holidays include New Year's Day, Martin Luther King Jr. Day, Presidents Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day; and

WHEREAS, the City Commission finds it is the best interest of the City to authorize only the City to host all special events associated with the City's annually recognized national holidays.

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. AUTHORIZATION

The City Commission of the City of Opa-Locka hereby authorizes the City to host all special events associated with the City's annually recognized national holidays to include: New Year's Day, Martin Luther King Jr. Day, Presidents Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day.

SECTION 3. SCRIVENER'S ERRORS.

Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors, which do not affect the intent of this Resolution may be authorized by the Interim City Manager, following review by the City Attorney, without need of public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 4. EFFECTIVE DATE

This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this _____ day of _____, 2023.

John Taylor, 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 Kelley	_____ (Yes)	_____ (No)
Commissioner Williams	_____ (Yes)	_____ (No)
Vice Mayor Ervin	_____ (Yes)	_____ (No)
Mayor Taylor	_____ (Yes)	_____ (No)



**City of Opa-locka
Agenda Cover Memo**

City Manager:	Darvin Williams		CM Signature:				
Commission Meeting Date:	03.08.2023		Item Type: <i>(Enter X in box)</i>	Resolution X	Ordinance	Other	
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading	
		X	Public Hearing: <i>(Enter X in box)</i>	Yes	No X	Yes	No
Funding Source: <i>Account# :</i>	<i>(Enter Fund & Dept)</i> Ex: NA		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No X	
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No X	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	Commissioner Bass		Department:	City Commission			

Short Title:

A resolution authorizing all city events held in recognition of a National Holiday be recognized by the City.

Staff Summary:

History: The City currently provides holiday-themed and other special events within the community to promote entertainment, enjoyment and engagement among the residents, staff and officials of the city.

Current Activity: It is believed that national holidays are of such a significant stature that they should be hosted by the city.

Financial Impact – There is no financial impact associated with this resolution.

Proposed Action:

It is recommended that the City Commission approve legislation authorizing the city to be the host for all special events associated with national holidays.

Pursuant to its annual recognition by the City of Opa-locka, listed below are the holidays to be sponsored by the city.

- New Year's Day
- Martin Luther King Jr. Day
- Presidents Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- Christmas Day

Attachment:

RESOLUTION NO. 23-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE INTERIM CITY MANAGER TO INITIATE THE PROCESS TO EVALUATE INSTALLATION OF A PEDESTRIAN CROSSWALK ON FISHERMAN STREET IN CLOSE PROXIMITY TO THE MUNICIPAL COMPLEX AT 780 FISHERMAN STREET, WITHIN THE CITY; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, there is a high volume of pedestrian traffic entering the Municipal Complex, on Fisherman Street, within the City of Opa-Locka ("City"), either to conduct business with the City, to access the school on the second floor of the City owned municipal complex or to visit various departments; and

WHEREAS, due to limited parking at the Municipal Complex, nearly all of the foot traffic must cross one or more streets, with much of it crossing Fisherman Street; and

WHEREAS, the installation of a crosswalk will require a request to Miami-Dade County ("County") for a traffic study to be conducted. A traffic study will assist in determining the type and appropriateness of a crosswalk on Fisherman Street. A needs analysis will need to be developed in order to obtain approvals for a design consistent with County guidelines and standards for the construction of a crosswalk, if approved; and

WHEREAS, the City Commission finds that it is the best interest of the City to direct the Interim City Manager to initiate a process for an evaluation that may lead to installation of a pedestrian crosswalk on Fisherman Street, in close proximity to the Municipal Complex at 780 Fisherman Street, within the City and bring the process back to the City Commission for review.

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. AUTHORIZATION

The City Commission of the City of Opa-Locka hereby directs the Interim City Manager to initiate the process to evaluate installation of a pedestrian crosswalk on Fisherman Street in close proximity to the Municipal Complex at

780 Fisherman Street, within the City.

SECTION 3. SCRIVENER'S ERRORS.

Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors, which do not affect the intent of this Resolution may be authorized by the Interim City Manager, following review by the City Attorney, without need of public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 4. EFFECTIVE DATE

This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this ____ day of _____, 2023.

John Taylor, 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 Kelley	_____ (Yes)	_____ (No)
Commissioner Williams	_____ (Yes)	_____ (No)
Vice Mayor Ervin	_____ (Yes)	_____ (No)
Mayor Taylor	_____ (Yes)	_____ (No)



City of Opa-locka Agenda Cover Memo

City Manager:	Darvin Williams		CM Signature:		
Commission Meeting Date:	03.08.2023		Item Type: <i>(Enter X in box)</i>	Resolution X	Ordinance
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading	
	TBD		Public Hearing: <i>(Enter X in box)</i>	Yes	No
Funding Source: <i>Account# :</i>	<i>(Enter Fund & Dept)</i> Ex:		Advertising Requirement: <i>(Enter X in box)</i>	1st Reading	
				Yes	No
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No	RFP/RFQ/Bid#:	2nd Reading	
		X		Yes	No
Strategic Plan Related <i>(Enter X in box)</i>	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: <i>(list the specific objective/strategy this item will address)</i>	
	X				
Sponsor Name	Commissioner Bass		Department:	City Commission	

Short Title:

A resolution of the City Commission of the City of Opa-locka directing the Interim City Manager to initiate the process to evaluate installation of a pedestrian crosswalk on Fisherman Street in proximity to the Municipal Complex at 780 Fisherman Street. If the evaluation is feasible installation should follow.

Staff Summary:

There is a high volume of pedestrian traffic entering the Municipal Complex, either to conduct business with the City, to access the school on the second floor or to visit various departments. Due to limited parking at the Municipal Complex, nearly all of the foot traffic must cross one or more streets with much of it crossing Fisherman Street.

To install a crosswalk, the City will have to request the County to conduct a traffic study to determine the type and appropriateness of a crosswalk on Fisherman Street, develop and obtain approval for a design consistent with the County guidance resulting from the traffic study, and then construct the crosswalk if approved.

Financial Impact – The financial impact can't be determined until an assessment can be made of the design and construction requirements resulting from conducting a traffic study on Fisherman Street.

Proposed Action:

Staff recommends the City Commission approve the legislation directing the Interim City Manager to evaluate the installation of a crosswalk on Fisherman Street in proximity to the Municipal Complex and begin installation is feasible.

Attachment:

Sponsored by: City Attorney

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE XI, DIVISION 5 ENTITLED CIVIL SERVICE BOARD, SPECIFICALLY SECTION 2-526 TO SPECIFY THAT THE CIVIL SERVICE BOARD SHALL HAVE THE POWER TO ADVISE ON MATTERS PERTAINING TO CLASSIFIED EMPLOYEES; AMENDING SECTION 2-530 (1) TO SPECIFY THAT COMPETITIVE EXAMINATIONS SHALL BE HELD WHEN PRACTICABLE; AMENDING SECTION 2-530 (5) TO REQUIRE THE HUMAN RESOURCES DIRECTOR TO MAINTAIN A PAY PLAN FOR CLASSIFIED EMPLOYEES AND SECTION 2-530 (7) TO REMOVE CERTIFICATION LANGUAGE PERTAINING TO PAYROLL; AMENDING SECTION 2-534 TO DEFINE CLASSIFIED SERVICE AND UNCLASSIFIED SERVICE AND SPECIFY EXEMPTIONS; AMENDING SECTION 2-535 TO DELETE CERTAIN INAPPLICABLE RESPONSIBILITIES; AMENDING SECTION 2-537 TO DELETE CERTAIN INAPPLICABLE TIMELINES; AMENDING SECTION 2-539 TO REMOVE PENALTIES; AMENDING SECTION 2-541 TO SPECIFY PERSONS EXEMPT FROM TESTS; ADDING SECTION 2-542 TO SPECIFY THAT IN THE CASE OF CONFLICT, COLLECTIVE BARGAINING AGREEMENTS SHALL APPLY; PROVIDING FOR REPEAL OF ALL PRIOR ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Opa-Locka ("City Commission") adopted a new charter on November 6, 2012, thereby abolishing the Civil Service Board that was set forth in the old charter; and

WHEREAS, the City Commission re-established a new Civil Service Board on June 18, 2018, however, said board has been inactive since that time and City operations have significantly changed, including the adoption of new collective bargaining agreements during the year 2021; and

WHEREAS, the City Commission desires to more specifically define the powers and duties of the Civil Service Board and the Department of Human Resources as set forth herein.

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. Amending Section 2-526 entitled "Powers and Duties" to read as follows with all other provisions of this section remaining the same:

Sec. 2-526. Power and duties.

The board shall have power to:

- (1) Advise the city commission and the city manager on issues concerning personnel administration.*
- (2) Advise and assist the city manager in fostering the interest of institutions of learning, civic, professional and employee organizations in the improvement of personnel standards in the municipal service.*
- (3) Hear appeals in case any ~~officer or~~ employee in the classified service is suspended, reduced or removed, and report in writing to the city manager its findings and recommendations.*
- (4) Perform such other duties with reference to personnel administration, not inconsistent with the charter, as the city commission may require by ordinance.*

Section 2. Amending Section 2-530 (1), (5) and (7) entitled “Powers of Human Resources Director” to read as follows with all other provisions of this section remaining the same:

Sec. 2-530. Powers of human resources director.

That the human resources director shall have power and shall be required to:

- (1) Hold competitive examinations for all appointments in the classified service, restricted to persons qualified to perform the duties of the position where practicable;
- (2) Give wide publicity through appropriate channels in each case to all announcements of competitive examinations to the end of encouraging qualified persons to take such examinations;
- (3) Prepare and recommend to the civil service board such rules as he or she may consider necessary, appropriate or desirable to carry out the provisions hereof;
- (4) Prepare, install, and maintain a classification plan based on the duties, authority and responsibility of positions in the city service;
- (5) Prepare and maintain a pay plan for classified employees in the city service;
- (6) Establish and maintain a roster of all persons in the municipal service in which there shall be set forth, as to each officer and employee:
 - a. The class title of the position held,
 - b. Salary or pay,
 - c. Any changes in class title, pay or status,
 - d. Such other data as maybe deemed desirable or useful to produce significant facts pertaining to personnel administration;
- (7) Periodically review ~~Certify all payrolls for persons in the classified service; No payment for personal service to any person in the classified service of the city shall be made unless the payroll vouchers bear the certification of the human resources director or his or her authorized agent that the persons mentioned therein have been appointed and employed in accordance with the provisions of this article;~~
- (8) Develop and establish training and educational programs for persons in the municipal service;
- (9) Investigate periodically the operation and effect of the human resources department and the rules promulgated thereunder, and report annually his or her findings and recommendations to the city manager;

- (10) Perform such other and different lawful acts and functions as he or she may deem necessary or desirable to enforce the purposes and provisions of this article.

Section 3. Amending Section 2-534 entitled "Divisions of Civil Service" to read as follows with all other provisions of this section remaining the same:

Sec. 2-534. Divisions of Civil Service Definitions for classified service and unclassified service

(1) *Classified service.* The classified service shall comprise ~~all positions not specifically included by this section in the unclassified service.~~ of paid hourly employees, governed by the Fair Labor Standards Act (FLSA) receiving a minimum hourly wage and overtime rate of 1 1/2/ times the hourly rate if the employee works more than 40 hours per week.

(2) *Unclassified Service.* The unclassified service shall comprise the following offices and positions and shall not have a right or appeal before the before the Civil Service Board: ~~That the civil service of the city shall be divided into the unclassified and the classified service.~~

~~(1)~~—*Unclassified service, Exempt.*

- a. Members of the city commission and other elective officers, and persons appointed to fill vacancies in elective offices;
- b. The city clerk;
- c. The city attorney;
- d. The city manager, and the assistant city manager, if any;
- e. The directors of departments;
- f. One (1) principal assistant or deputy and one (1) private secretary to the city manager, if any, and to each of the directors of departments;
- g. Members of boards and commissions in the city's service;
- h. Persons employed to make or conduct a special inquiry, investigation, examination or installation, if the city commission or the city manager of the city certifies that such employment is temporary, and that work should not be performed by employees in the classified service;
- i. Employees subject to collective bargaining agreements;
- j. Supervisory and managerial positions;
- k. Human resources specialists;
- l. Risk Manager;
- m. Building Official

- n. Any classification or position not specified in the above exemptions as may be designated as exempt by resolution or by a determination of the Florida Public Employee Relations Commission.

Section 4. Amending Section 2-535 entitled "Human Resources Director to Prepare and maintain Record of Service" to read as follows with all other provisions of this section remaining the same:

Sec. 2-535. Human resources director to prepare and maintain record of service.

- (a) That the human resources director shall prepare and maintain an up-to-date record of the authority, duties and responsibilities of each position in the classified service. ~~Within one (1) year after the appointment of the first director under this article, the director shall prepare and submit to the city manager a plan of classification and grading of all such positions according to similarity of authority, duties and responsibilities. The city manager shall submit the classified plan to the commission with such changes as he or she deems desirable and such plan shall take effect when adopted by the commission or on the thirtieth day after it is submitted to the commission if prior thereto the commission has not disapproved it by resolution.~~
- (b) *Changes in classification.* Changes in the classification plan which the director deems desirable may be recommended to the City Manager and approved by the City Commission. ~~and adopted from time to time in the same manner as herein provided for the original adoption of the plan.~~
- (c) *Allocation of positions to proper classification.* As promptly as practicable after the adoption of ~~the~~ classified service employees classification plan and after any amendment thereof, the director shall, with the approval of the city manager, allocate each position in the classification service to the appropriate class therein on the basis of its authority, duties and responsibilities. Thereafter, as new positions are created or additional classes are established, or existing classes are divided, combined, altered or abolished, the director shall make such allocations or reallocations of positions to new or existing classes as are necessitated thereby.
- (d) *Use of class titles.* Following the adoption of all classified service employees within the ~~of the~~ classification plan and the allocation to classes therein of positions in the classified service, the class titles set forth therein shall be used to designate such positions in all official records, documents, vouchers and communications, and no person shall be appointed to or employed in a position in the classified service under any class title which has not been approved by the director as appropriate to the duties to be performed.

- (e) *Request for hearing on allocation or reallocation.* Employees affected by the allocation or reallocation of a position to a class, or by any changes in the classification plan, shall be afforded an opportunity to be heard thereon provided that they shall file with the director within ten (10) days from any such allocation, reallocation or change a written request for a hearing.

Section 5. Amending Section 2-536 entitled “Filling of vacancies in Higher Positions”

to read as follows with all other provisions of this section remaining the same:

Sec. 2-536. Filling of vacancies in higher positions.

That vacancies in higher positions in the classified service of the city shall, as far as practicable, be filled by promotion from lower classes following competitive tests; provided that in case the city so directs, such positions shall be filled by competitive tests open not only to city ~~officers and~~ employees serving in lower classes, but also to persons not in the service of the city. A change from a position in any class to a position in another class for which a higher maximum rate of pay is prescribed shall be considered a promotion. The director of personnel shall, to the extent he considers such action desirable, indicate the principal or normal lines of promotion from and to each class in the class specifications or in regulations.

Section 6. Amending Section 2-536 entitled “Filling of vacancies in Higher Positions”

to read as follows with all other provisions of this section remaining the same:

Sec. 2-537. Schedule of pay.

That the human resources director shall prepare for the city manager a standard schedule of pay for each position in the classified service. The city manager shall submit the pay plan to the commission with such changes as he deems desirable and such plan shall take effect when adopted by the commission, ~~or on the thirtieth day after it is submitted if prior thereto the commission has not disapproved it by resolution.~~ The pay plan adopted by the commission shall include a minimum and maximum and such intermediate rates as may be deemed desirable for each class of position.

Amendments to the pay schedule may be adopted by the commission from time to time, upon recommendation of the city manager. In increasing or decreasing items in the city budget, the commission shall not increase or decrease any individual salary items but shall act solely with respect to classes of positions as established in the

classification and pay plans. In no event shall the commission reduce the salary of a class below the minimum or raise it above the maximum salary established by the pay plan except by amendment of the pay plan.

Section 7. Amending Section 2-539 entitled "Prohibited Acts; Penalty for Violation." to read as follows with all other provisions of this section remaining the same:

Sec. 2-539. Prohibited acts; penalty for violation.

That no person shall willfully or corruptly make any false statement, certificate, mark, rating or report in regard to any test, certification, or appointment held or made under the personnel provisions of this ~~charter~~ ordinance or in any manner commit or attempt to commit any fraud preventing the impartial execution of such personnel provisions or of the rules and regulations made thereunder. No ~~officer or~~ employee in the classified service of the city shall continue in such position after becoming a candidate for nomination or election to any public office. No person seeking appointment to or promotion in the classified service of the city shall either directly or indirectly give, render or pay any money, service or other valuable thing to any person for or on account of or in connection with his test, appointment, proposed appointment, promotion or proposed promotion. No person shall orally, by letter, or otherwise solicit or be in any manner concerned in soliciting any assessment, subscription or contribution for any political party or political purpose whatever from any person holding a position in the classified service of the City. No person holding a position in the classified service of the city shall make any contribution to the campaign funds of any political party or any candidate for public office or take any part in the management, affairs or political campaign of any political party, further than in the exercise of his rights as a citizen to express his opinion and to cast his vote.

Any person who by himself or with others willfully or corruptly violates any of the provisions of this section shall ~~be guilty of a misdemeanor and shall upon conviction thereof by a court of competent jurisdiction be punished by a fine of not less than fifty dollars (\$50.00) nor more than five hundred dollars (\$500.00), or by imprisonment for a term not exceeding sixty (60) days, or by both such fine and imprisonment. Any person who is convicted under this section shall for a period of five (5) years be~~ shall be ineligible for appointment to or employment in a position in the city service for a period of five years as determined by the City Manager. ~~and shall, if he be an officer or employee of the city, immediately forfeit the office or position he holds.~~

Section 8. Amending Section 2-540 entitled "Suspension; Reduction in Payor Class; Appeal" to read as follows with all other provisions of this section remaining same:

Sec. 2-540. Suspension; reduction in pay or class; appeal.

That any ~~officer or~~ employee in the classified service of the city who has not completed his working test period or who is serving under provisional, temporary, or emergency appointment may be suspended, reduced in pay or class, or removed at any time by the officer having power to appoint a successor. A copy of the notice of such suspension, reduction, or removal shall be transmitted to the human resources department.

Any officer or employee in the classified service of the city who has been appointed following certification from a reemployment or employment list may be suspended, reduced in pay or class, or removed for cause at any time during the working test period by the officer having power to appoint a successor, by giving him written notice of such suspension, reduction, or removal together with a statement of the reasons therefor. A copy of such statement shall be transmitted to the human resources department.

Any officer or employee in the classified service of the city who has completed the working test period may be suspended, reduced in pay or class or removed by the officer having authority to appoint a successor, in the manner prescribed in this section as supplemented by the rules of the human resources department. A written notice of the suspension, reduction, or removal, stating the reasons therefor and when it is effective, shall be given to such officer or employee or mailed to his usual place of residence.

Such ~~officer or~~ employee within five (5) business days after the delivery or mailing to him of such written notice may appeal in writing to the civil service board for a hearing. The civil service board shall immediately fix a place and a time not later than ~~five (5)~~ thirty (30) business days after such appeal for holding a public hearing, at which the officer or employee suspended, reduced or removed shall have the right to appear and be heard in person. The civil service board may, at the request of the officer ordering the suspension, reduction or removal, or of the ~~officer or~~ employee whose suspension, reduction or removal has been ordered, call other persons for the purpose of ascertaining the facts. A specific person shall be voted upon and designated by the civil service board for the call. The civil service board may make any further investigation which it ~~thinks~~ deems proper. Within forty-eight (48) hours after the completion of the public hearing or such investigation, civil service board shall report its findings to the City Manager for review and reconsideration. ~~which shall be conclusive.~~ A copy of the written statement given the officer or employee, a copy of any written reply thereto and a copy of the findings of the civil service board shall be filed as a public record in the office of the human resources department.

Section 9. Amending Section 2-541 entitled "Persons Exempt from Working Tests; Probationary Appointments" to read as follows with all other provisions of this section remaining same:

Sec. 2-541. Persons exempt from working tests; probationary appointments.

That any person holding ~~an office or a~~ position in the classified service of the city when this act takes effect who shall have served in such position for a period of at least nine (9) months immediately preceding, shall be retained without preliminary or working tests and shall thereafter be subject in all respects to the provisions of this article. ~~Other persons in the city service at the time this article takes effect shall be regarded as holding their positions under probationary appointments; provided, however, that after the effective date of this article, if and when the City of Opa Locka shall, by appropriate action of its city commission acquire or assume as a municipal function the operation, administration or management of any then existing, private or quasi public business or activity, by the terms of which acquisition or assumption the employees or personnel of such then existing business or activity becomes employees or personnel of the City of Opa locka, such employees or personnel shall be deemed to have received probationary appointments, effective as of the date such municipal operation begins, to the classification which embraces their respective positions.~~

Section 10. Amending to add new Section 2-544 entitled "Conflict with Collective Bargaining Agreements" shall be amended to read with all other provisions of this section remaining same:

Sec. 2-544. Conflict with Collective Bargaining Agreements

Nothing set forth herein shall conflict with an existing collective bargaining agreement that may otherwise apply.

Section 11. Establishment of a Special Events Policy and Procedures. The City Commission of the City of Opa-locka hereby establishes and approves a Special Events Policy and Procedures, as set forth in Exhibit "A" attached hereto.

Section 12. Inclusion in Code. It is hereby the intent that the provisions of this Ordinance may become and be made a part of the Code of Ordinance of the City of Opa-locka, Florida.

Section 12. Scrivener's Errors. Sections of this Ordinance 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 hearing, by filing a corrected or re-codified copy of same with the City Clerk.

Section 13. Conflict and Repealer. Any provision of any City of Opa-locka ordinance or regulation which is in conflict with the provisions of this Ordinance is repealed prospectively to the extent of such conflict.

Section 14. Liberal Construction. The terms and provisions of this Ordinance shall be liberally construed to affect the purpose for which it is adopted.

Section 15. Severability. If any portion of this Ordinance is for any reason held or declared to be unconstitutional, invalid or void, such holding shall not affect the remaining portions of this Ordinance. If this Ordinance shall be held to be inapplicable to any person, property or circumstances, such holding shall not affect the applicability of this Ordinance to any other person, property or circumstances.

Section 16. Effective Date. This Ordinance shall take effect upon the adoption of this Ordinance by the Commission of the City of Opa-locka and upon a filing of a certified copy hereof with the Florida Department of State and is subject to the approval of the Governor or Governor's Designee.

PASSED FIRST READING this _____ day of _____, 2023.

PASSED SECOND READING this ____ day of _____, 2023.

ATTEST:

John H. Taylor, Jr, Mayor

Joanna Flores, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by:

Seconded by:

VOTE:

Commissioner Williams
Commissioner Kelley
Commissioner Bass
Vice Mayor Ervin
Mayor Taylor