CITY OF OPA-LOCKA

The City of Bright Opportunities

SPECIAL COMMISSION MEETING
Agenda

Monday, July 29, 2024
4:30 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
City Manager Darvin Williams
City Attorney Burnadette Norris-Weeks
City Clerk Joanna Flores, CMC

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 the meeting start time via the City of Opa-locka website at www.opalockafl.gov.

CITY OF OPA-LOCKA

"The City of Bright Opportunities"

AGENDA
SPECIAL COMMISSION MEETING
July 29, 2024
4:30 PM

1. CALL TO ORDER:

2. ROLL CALL:

3. INVOCATION:

4. PLEDGE OF ALLEGIANCE:

5. PUBLIC INPUT:
(agenda items only)

6. RESOLUTIONS:

1. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, SETTING THE PROPOSED BUDGET FOR THE CITY OF OPA-LOCKA, FLORIDA AS REQUIRED BY THE STATE AND LOCAL AGREEMENT OF COOPERATION BETWEEN THE FLORIDA GOVERNOR AND THE CITY OF OPA-LOCKA, FOR FISCAL YEAR 2024-2025; ESTABLISHING REQUIREMENTS FOR THE APPROVAL OF THE CITY BUDGET ON OR BEFORE AUGUST 1ST AND FORWARDING TO THE GOVERNOR THE PROPOSED ANNUAL BUDGET OF THE CITY AS PRELIMINARY APPROVED BY THE CITY COMMISSION FOR FISCAL YEAR 2024-2025; AND DIRECTING THE CITY MANAGER TO FORWARD A COPY OF THIS RESOLUTION AND APPROVED PROPOSED BUDGET TO THE GOVERNOR; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

2. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, SETTING THE PROPOSED MILLAGE RATE OF 9.3500 MILLS FOR COMPUTATION OF AD VALOREM TAXES FOR THE CITY OF OPA-LOCKA, FLORIDA AS REQUIRED BY LAW FOR THE BUDGET FOR FISCAL YEAR 2024-2025; ESTABLISHING THE DATE, TIME AND PLACE FOR THE FIRST HEARING TO CONSIDER THE PROPOSED MILLAGE RATE AND PROPOSED BUDGET FOR FISCAL YEAR 2024-2025; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

3. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, EXERCISING INQUIRY AND INVESTIGATION AUTHORITY PURSUANT TO SECTIONS 2.5 AND 4.2 OF THE CITY OF OPA-LOCKA'S CHARTER; REQUIRING THE CITY MANAGER TO PROVIDE WRITTEN FINDINGS, REPORTS, AND PRODUCE POLICIES AND PROCEDURES AND OTHER RELEVANT INFORMATION PERTAINING TO ACCIDENTS RELATING TO CITY VEHICLES AND PERSONAL VEHICLES; PROVIDING PROCEDURES FOR NOTIFICATION TO THE CITY COMMISSION OF MAJOR CRIMES; PROVIDING INVESTIGATION OF MATTERS HANDLED BY THE CITY'S POLICE DEPARTMENT; PROVIDING INQUIRY RELATED TO A 2024 BONUS STRUCTURE PASSED BY THE CITY COMMISSION, BUT NOT YET IMPLEMENTED; PROVIDING INQUIRY FOR NOTIFICATION PROCEDURE TO THE CITY COMMISSION AFTER AN EMPLOYEE IS TERMINATED; PROVIDING INQUIRY AS TO FACTS AND CIRCUMSTANCES SURROUNDING THREE OR MORE FIRED CITY PARK EMPLOYEES; PROVIDING FOR A COMPLETION DATE FOR INQUIRY AND INVESTIGATION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Commission*

7. ADJOURNMENT:

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

RESOLUTION NO. 24-XXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, SETTING THE PROPOSED BUDGET FOR THE CITY OF OPA-LOCKA, FLORIDA AS REQUIRED BY THE STATE AND LOCAL AGREEMENT OF COOPERATION BETWEEN THE FLORIDA GOVERNOR AND THE CITY OF OPA-LOCKA, FOR FISCAL YEAR 2024-2025; ESTABLISHING REQUIREMENTS FOR THE APPROVAL OF THE CITY BUDGET ON OR BEFORE AUGUST 1ST AND FORWARDING TO THE GOVERNOR THE PROPOSED ANNUAL BUDGET OF THE CITY AS PRELIMINARILY APPROVED BY THE CITY COMMISSION FOR FISCAL YEAR 2024-2025; AND DIRECTING THE CITY MANAGER TO FORWARD A COPY OF THIS RESOLUTION AND APPROVED PROPOSED BUDGET TO THE GOVERNOR; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 218.503, Florida Statutes, provides measures to resolve the financial emergency by the City of Opa-Locka, agreeing through the State and Local Agreement of Cooperation between the Governor and the City of Opa-Locka through Executive Order Number 2016-135 to submit to the Governor, on or before August 1st of each year a proposed Annual Budget of the City, as preliminarily approved by the City Commission; and

WHEREAS, the City Manager of the City of Opa-Locka has recommended a proposed budget of Funding (Revenue, Loans, Grants, Interfund Transfers-In and usage of Unassigned Fund Balance) (attached hereto as Exhibit "A")_____ and Expenditure of _____for Fiscal Year 2024-2025, commencing October 1, 2024 and ending September 30, 2025 based on the underlying assumptions for revenue and expenditure estimates contained in the proposed Annual Budget documented and included with the budget submission, and as amended; and

WHEREAS, should the City Commission desire to make certain changes on July 24, 2024, which require adjustments and recalculation of the proposed annual budget amount (due to interfund transfers), the City Manager shall have the authority to make said changes and include same as a part of this Resolution.

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

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

SECTION 2. The City Commission hereby approves the proposed _____ government-wide Annual Budget for the City of Opa-Locka, Florida for Fiscal Year 2024-2025, commencing October 1, 2024 and ending September 30, 2025, for both Funding and Expenditures.

SECTION 3. The date, time and place for the public hearing to consider the above proposed Annual Budget shall be as follows:

PUBLIC HEARING
Date: Wednesday, July 24, 2024
Time: 7:00 p.m.
Place: Commission Chambers, Third Floor, 780 Fisherman Street, Opa-Locka, FL 33054

SECTION 4. The City Manager is hereby directed to transmit the proposed Annual Budget to the State of Florida Governor's Designee, by August 1, 2024 in accordance with Executive Order Number 2016-135.

SECTION 5. The City Manager is hereby authorized to make certain adjustments and recalculate the proposed annual budget amount, due to interfund transfers, in order to reflect the correct budget amount prior to sending this Resolution to the Governor or Governor's Designee.

SECTION 6. This Resolution shall take effect upon adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this 24th day of July, 2024.

PASSED and **ADOPTED** this _____ day of _____, 2024.

_____
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)

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City of Opa-locka
Agenda Cover Memo

Department Director:	Bob Anathan		**Department Director Signature:**	ROBERT ANATHAN DocuSigned by:			
City Manager:	Darvin E. Williams		**CM Signature:**	C46C07C1E8DE492...			
Commission Meeting Date:	July 24, 2024	**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**		**Other**	
			X				
Fiscal Impact: *(Enter X in box)* **N/A**	**Yes**	**No**	**Ordinance Reading:** *(Enter X in box)*	**1st Reading**		**2nd Reading**	
	X		**Public Hearing:** *(Enter X in box)*	**Yes**	**No**	**Yes**	**No**
					X		**X**
Funding Source: *Account#* **:**	*(Enter Fund & Dept)* Ex: NA		**Advertising Requirement:** *(Enter X in box)*	**Yes**		**No**	
						X	
Contract/P.O. Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#:**				
		X					
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:** **Enhance Organizational** **Bus. & Economic Dev** **Public Safety** **Quality of Education** **Qual. of Life & City Image** **Communication**	**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)* **All areas**			
	X						
Sponsor Name	City Manager		**Department:**	City Manager			

Short Title:

Preliminary Adoption of Proposed FY 25 City Budget To Be Forwarded To The Florida Governor

Staff Summary:

In accordance with the Local Agreement of Cooperation between the City and the State, the City is required to submit to the State by August 1st each year a proposed budget for the following fiscal year.

Proposed Action:

Staff recommends the City Commission review the proposed budget, directs staff to make adjustments as appropriate, preliminarily approves the amended budget and directs staff to ensure the budget is received by the Governor, or designee, by August 1, 2024.

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Attachment:

1. Budget Book
2. Proposed Resolution

RESOLUTION NO. 24-XXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, SETTING THE PROPOSED MILLAGE RATE OF 9.3500 MILLS FOR COMPUTATION OF AD VALOREM TAXES FOR THE CITY OF OPA-LOCKA, FLORIDA AS REQUIRED BY LAW FOR THE BUDGET FOR FISCAL YEAR 2024-2025; ESTABLISHING THE DATE, TIME AND PLACE FOR THE FIRST HEARING TO CONSIDER THE PROPOSED MILLAGE RATE AND PROPOSED BUDGET FOR FISCAL YEAR 2024-2025; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Section 200.065, Florida Statutes, provides that a taxing authority shall advise the Property Appraiser and Tax Collector of the proposed millage rate, the current year rolled-back rate and the date, time and place of the first budget hearing, at which time a public hearing will be held to consider the proposed millage rate and the tentative budget for the upcoming fiscal year; and

WHEREAS, the City Manager of the City of Opa-Locka has recommended a proposed millage rate of rate of 9.3500 mills for Fiscal Year 2024-2025, commencing October 1, 2024 and ending September 30, 2025.

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

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

SECTION 2. The proposed tax levy and millage rate for the City of Opa-Locka, Florida for Fiscal Year 2024-2025, commencing October 1, 2024 and ending September 30, 2025, is hereby proposed to be 9.3500 mills, which is $9.35 of property taxes per $1,000 of assessed property value within the City of Opa-Locka. This represents a 9.971% increase over the rolled-back rate of 8.5022 mills, which is $8.5022 of property taxes per $1,000 of assessed property value.

SECTION 3. The date, time and place for the public hearing to consider the above proposed Millage Rate shall be as follows:

PUBLIC HEARING
Date: Wednesday, July 24, 2024
Time: 7:00 p.m.
Place: Commission Chambers, Third Floor, 780 Fisherman Street, Opa-Locka, FL 33054

SECTION 4. 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 _____, 2024.

_____
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)

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City of Opa-locka
Agenda Cover Memo

Department Director:	Bob Anathan			**Department Director Signature:**	DocuSigned by: ROBERT ANATHAN C46C07C1E9DE492...		
City Manager:	Darvin E. Williams			**CM Signature:**	DocuSigned by: C46C07C1E9DE492...		
Commission Meeting Date:	July 24, 2024		**Item Type:** *(Enter X in box)*	**Resolution**	**Ordinance**		**Other**
				X			
Fiscal Impact: *(Enter X in box)* **N/A**	**Yes**	**No**	**Ordinance Reading:** *(Enter X in box)*		**1st Reading**		**2nd Reading**
	X		**Public Hearing:** *(Enter X in box)*		**Yes**	**No**	**Yes**	**No**
						X		X
Funding Source: *Account#:*	*(Enter Fund & Dept)* Ex: NA		**Advertising Requirement:** *(Enter X in box)*		**Yes**		**No**
							X
Contract/P.O. Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#:**				
		X					
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:** **Enhance Organizational** ■ **Bus. & Economic Dev** ■ **Public Safety** ■ **Quality of Education** ■ **Qual. of Life & City Image** ■ **Communication** ■		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)* **All areas**		
	X						
Sponsor Name	City Manager		**Department:**		City Manager		

Short Title:

Adoption of Proposed Millage Rate and Establishing Date, Time and Place for First Budget Hearing

Staff Summary:

The City is required to adopt a proposed millage rate, establish the date, time and place for the initial September hearing, to be entered into the State TRIM (Truth in Millage) system no later than August 4, 2024. Staff recommends a millage rate of 9.3500 mills for FY 25.

Staff further recommends that the first budget hearing be conducted at a Special Commission Meeting on Tuesday, September 10th at 6:00 p.m. Although the first City budget hearing is normally conducted prior to the first Regular Commission Meeting in September, the Miami-Dade School Board will be conducting their second budget hearing on September 11th , and the State TRIM Statute prohibits the City from conducting a budget

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hearing on the same day the County School Board or the County Board of Commissioners conduct a budget hearing. Staff further recommends the second budget hearing be conducted prior to the second regularly scheduled Commission meeting on September 25th at 6:00 p.m., with the required advertising for the second hearing appearing on Sunday, September 22nd. All recommended dates conform to State TRIM Statute requirements. Other than as indicated, these dates don't conflict with those budget hearing scheduled by the County Board of Commissioners (September 5th and 19th) and the County School Board first budget hearing (July 31st). As noted, the County School Board second budget hearing is scheduled for September 11th, requiring the City's first budget hearing to be scheduled on another date.

The City's FY 25 Rolled-Back Millage Rate is 8.5022 mills. The Rolled-Back Millage Rate is the millage rate which would provide the average property owner, whose property's taxable value had grown at the average rate experienced in the City this year, with no increase in property tax from the current fiscal year. The City's proposed millage rate of 9.3500 mills is 9.971% greater than the Rolled-Back Millage Rate and is required to be announced as such at the start of each budget hearing.

It should be noted that the millage rate and hearing information that is decided upon at this meeting will be reflected on the TRIM notices sent out to all property owners by the County by August 24th. The millage rate appearing on the TRIM notice is, for all practical purposes, the maximum millage rate the City can consider at the September hearings. Although a higher millage rate can be adopted at that time, it becomes very expensive since first class mail must be sent to all property owners advising them of this increase. Conversely, the Commission can adopt a lower millage rate at either of the September hearings with no additional requirements placed on the City.

Proposed Action:

Staff recommends that the City Commission adopt a preliminary millage rate of 9.3500 mills, establish the date, time and place for the initial September hearing and direct that the Interim City Manager have the appropriate TRIM documentation completed, signed electronically and entered into the TRIM system no later than August 4, 2024.

Attachment:

1. Proposed Resolution

RESOLUTION NO. 24-_____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, EXERCISING INQUIRY AND INVESTIGATION AUTHORITY PURSUANT TO SECTIONS 2.5 AND 4.2 OF THE CITY OF OPA-LOCKA'S CHARTER; REQUIRING THE CITY MANAGER TO PROVIDE WRITTEN FINDINGS, REPORTS, AND PRODUCE POLICIES AND PROCEDURES AND OTHER RELEVANT INFORMATION PERTAINING TO ACCIDENTS RELATING TO CITY VEHICLES AND PERSONAL VEHICLES; PROVIDING PROCEDURES FOR NOTIFICATION TO THE CITY COMMISSION OF MAJOR CRIMES; PROVIDING INVESTIGATION OF MATTERS HANDLED BY THE CITY'S POLICE DEPARTMENT; PROVIDING INQUIRY RELATED TO A 2024 BONUS STRUCTURE PASSED BY THE CITY COMMISSION, BUT NOT YET IMPLEMENTED; PROVIDING INQUIRY FOR NOTIFICATION PROCEDURE TO THE CITY COMMISSION AFTER AN EMPLOYEE IS TERMINATED; PROVIDING INQUIRY AS TO FACTS AND CIRCUMSTANCES SURROUNDING THREE OR MORE FIRED CITY PARK EMPLOYEES; PROVIDING FOR A COMPLETION DATE FOR INQUIRY AND INVESTIGATION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Opa-Locka desires to implement its authority and powers of inquiry as set forth within Section 2.5 and 4.2 of the City of Opa-Locka's Charter; and

WHEREAS, more specifically, Section 2.5 permits the City Commission to "inquire into the conduct of any office, department or agency of the city and make investigations as to municipal affairs"; and

WHEREAS, according to Section 4.2 of the City of Opa-Locka's Charter, the City Commission may make good faith inquiries and conduct investigations in accordance with a resolution adopted by the City Commission; and

WHEREAS, during the July 24, 2024 City Commission meeting, several concerns were raised by the City Commission to the City Manager resulting in the direction that a "Future Agenda Item" to be drafted for City Commission consideration; and

WHEREAS, the City Commission has an interest in ensuring that the affairs of the City are being handled appropriately, without bias and that investigations are being conducted in a way that is fair and equitable to all employees and all persons conducting business for or on behalf of the City without political agendas or improper motives; and

WHEREAS, the City Commission desires to make inquiry and investigation directed to the City Manager for the following areas set out in this Resolution and specifically for the matter discussed at the July 24, 2024 City Commission meeting involving a city employee who was involved in an automobile accident with a County bus and who left the scene of an accident with damages. The City Manager shall conduct and investigation and report findings to the City Commission to include video evidence from the scene of the accident; the nature of any current review of this matter by the City to include information obtained from Miami-Dade County; upcoming court date(s) set for the matter pertaining to the employee (traffic and criminal court); a timeline of events involving the matter; how the matter was reported to the City and by whom; where documentation is kept regarding the matter; explanation of why the matter was not reported to the City's Human Resources Department Director; explanation of why normal protocols for this type of matter were not followed; copies of all written Human Resources protocols, policies and procedures for any matter involving what employees are supposed to do in the event of an automobile accident involving a vehicle (both City and personal); also include written policies and procedures followed when police are involved in an automobile accident; state name(s) of the person who made the decision to give a citation rather than make arrest; how are vehicle assignments made for City vehicles; state how is it possible for a person to be diving a vehicle not assigned to that person; provide the written policy and procedure for vehicle assignments in general; what is the written penalty, if any, for driving a vehicle not assigned to an employee; provide last update for any policies and procedures requested by this inquiry; provide as a public record all vehicle assignment sheets since March 1, 2022; and

WHEREAS, the City Commission desires to know the written policy and procedures mentioned by the City Manager at the July 24, 2024 City Commission meeting that is in place for notification to the City Commission of all major and crimes and potential news stories; and

WHEREAS, the City Commission desires to be made aware of the process used to "investigate" matters handled by the City of Opa-Locka's police department. Specifically, the City Commission desires a written policy of factors, circumstances and analysis utilized in order to initiate an investigation against City employees, a Charter Officer, and a City Commissioner; whether the City Manager is made aware of City investigations conducted by the police department; whether and to what degree does the City Manager participate in City investigations conducted by the police department; list all City closed investigations conducted of a City employees, City Charter Officer and City Commissioner during the tenue of the City Manager, to include interim service as City Manager; whether the City is aware of any current investigations being conducted by FDLE, and if so, how many; whether the City is aware of any criminal investigations being conducted by Miami-Dade County and, if so, how many; whether the City is aware of any other law enforcement agencies conducting criminal investigations of City employees, Charter Officers and City Commissioners and if so, how many; and

WHEREAS, the City Commission desires to inquire as to why a City bonus structure that was passed by the City Commission in or about February 2024 by resolution, which contained a timeline within the resolution, has not been considered and/or awarded by the City Manager; and

WHEREAS, the City Commission desires to inquire as to the process for notifying the City Commission when employees are terminated; the City Commission further desires to obtain any written procedure for exit interviews conducted by all employees who leave the City; and

WHEREAS, the City Commission expressed great concern during the July 24, 2024 City Commission meeting regarding the use of the City Commission Chambers for pictures taken by a candidate familiar to the City Manager who is running for city office in a nearby municipality. The City Commission specifically desires any written policy and procedure on how the City Commission chambers is made available to outside persons not connected with the City business. The City Commission desires a detailed report on all other instances where the City Chambers and any city facility that has been utilized and approved by the City Manager without knowledge of the City Commission during his tenure with the City. The City Commission further desires investigation into the name of the photographer involved who took pictures related to the discussion that took place during the July 24, 2024 meeting; the date, time and reasons allegedly provided that lead to the approval of the City Manager authorizing political photos to be taken within the chambers of the City Commission; and

WHEREAS, with respect to the matter involving three or more park employees fired by the City Manager during the year 2024 and pertaining to the discussion held at the July 24, 2024 City Commission meeting, the City Commission desires to make inquiry and investigation as to whether inquiries involving park sponsors have anything to do with the three or more park employees fired by the City Manager and if so, the nature of the inquiry; the City Manager shall be required to specify the rationale behind an investigation taking place subsequent to the termination of park employees; the City Manager shall state what other investigations are taking place by naming specific agencies, department and contact people responsible for conducting investigation of park employees; the City Manager shall name any person said to be involved in reports of alleged ethics violations made in connection with park employees; if the City's police department is involved in investigating reasons associated with the firing of park employees; if not, the City Manager shall detailed results of any closed investigations, the person responsible for conducting the investigation shall be named; if the City Manager alleges that investigation is ongoing and active, state the date the investigation started and how long the investigation is expected to be maintained; and

WHEREAS, for all polices provided in response to inquiries and investigation required by this resolution, the City Manager will be required to provide the date of the policy/procedure, date of any amendment(s) to the policy/procedure and the person who created the policy/procedure; and

WHEREAS, all answers, reports, investigation and findings shall be provided to the City Commission no later than _____2024.

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

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

Section 2. The City Commission of the City of Opa-Locka hereby exercises its inquiry and investigation authority pursuant to Sections 2.5 and 4.2 of the City of Opa-Locka's Charter. The City Commission further desires that the City Manager provide written findings, reports, and produce policies and procedures, and other relevant information required by this Resolution specifically pertaining to accidents relating to city vehicles and personal vehicles; procedures for notification to the City Commission of major crimes as set forth herein; provide information of matters investigated by the City's police department as set forth herein; provide inquiry related to a 2024 bonus structure passed by the City Commission, but not yet implemented; provide information for notification procedures to the City Commission after an employee is terminated; provide information as to facts and circumstances surrounding three or more fired City park employees. Provide all facts and circumstances of photographs taken within the City Commission chambers as inquiry is made by this resolution. The City Manager shall carry out a response as set forth in this resolution no later than _____ 2024.

Section 3. This Resolution shall take effect upon the adoption and may be reviewed by the Governor or Governor's Designee.

PASSED AND ADOPTED this _____ day of _____, 2024.

_____
John H. 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)

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City of Opa-Locka
Agenda Cover Memo

City Manager:	Darvin E. Williams		**CM Signature:**				
Commission Meeting Date:	*07.29.2024*		**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: *Account#*: **35-535640** Enterprise Fund	*(Enter Fund & Dept)* See the Financial Impact Section		**Advertising Requirement:** *(Enter X in box)*		**Yes**		**No**
							X
Contract/P.O. Required: *(Enter X in box)*	**Yes**	**No**	**RFP/RFQ/Bid#: Piggyback**				
		X					
Strategic Plan Related *(Enter X in box)*	**Yes**	**No**	**Strategic Plan Priority Area:**		**Strategic Plan Obj./Strategy:** *(list the specific objective/strategy this item will address)*		
	X		**Enhance Organizational** ☒ **Bus. & Economic Dev** ☐ **Public Safety** ☐ **Quality of Education** ☐ **Qual. of Life & City Image** ☐ **Communication** ☐				
Sponsor Name	City Commission		**Department:**		City Commission		

Short Title:

A resolution of the City Commission of the City of Opa-locka directing the City Manager to address the inquiries raised by the City Commission at the Regular Commission Meeting on July 24, 2024.

Staff Summary:

During the Regular Commission Meeting on July 24, 2024, the City Commission inquired about various timelines, procedures and daily operations of the City, that requires rectification. The City Commission is seeking the assistance of the City Manager to provide the details of these concerns. Therefore, the City Manager is directed to gather the information from the previously recorded meeting and provide a response to the City Commission within the required timeframe.

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Financial Impact: There is no financial impact.

Proposed Action:

Staff recommends the City Commission directing the City Manager to address the inquiries raised by the City Commission at the Regular Commission Meeting on July 24, 2024.

Attachment: