

CITY OF OPA-LOCKA

The City of Bright Opportunities



REGULAR COMMISSION MEETING Agenda

**Wednesday, October 8, 2025
6:00 PM**

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

City Commission

**Mayor John H. Taylor, Jr.
Vice Mayor Joseph L. Kelley
Commissioner Dr. Sherelean Bass
Commissioner Natasha L. Ervin
Commissioner Luis B. Santiago**

Appointed Officials

**City Manager Sha'mecca Lawson
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 6:00 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
October 8, 2025
6:00 PM

1. CALL TO ORDER:

2. ROLL CALL:

3. INVOCATION:

4. PLEDGE OF ALLEGIANCE:

5. AWARDS/PROCLAMATIONS/ACKNOWLEDGMENTS:

Award Presentation by Commissioner Luis B. Santiago
Award Presentation by Vice Mayor Joseph L. Kelley

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

7. APPROVAL OF AGENDA:

8. APPROVAL OF MINUTES:

Sunshine Meeting Minutes — September 23, 2025
Second Budget Hearing Minutes — September 24, 2025
Regular Commission Meeting Minutes — September 24, 2025

9. DISTRICT ONE / DISTRICT TWO - COUNTY COMMISSIONER REPORT:

10. PUBLIC PRESENTATIONS:

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, AUTHORIZING THE CITY MANAGER TO AMEND THE CONTRACT WITH SHIFF CONSTRUCTION & DEVELOPMENT, LLC FOR THE REPLACEMENT OF LIFT STATION NO. 9 TO INCLUDE A PUMP SEAL FAILURE MODULE, FOR AN AMOUNT NOT TO EXCEED TWENTY-FOUR THOUSAND, EIGHT HUNDRED TWENTY-FIVE DOLLARS AND EIGHTY-FOUR CENTS (\$24,825.84); PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager***
2. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO AMEND THE CONTRACT WITH SHIFF CONSTRUCTION & DEVELOPMENT, LLC FOR THE REPLACEMENT OF LIFT STATION NO. 16 TO INCLUDE A PUMP SEAL FAILURE MODULE, FOR AN AMOUNT NOT TO EXCEED TWENTY-FOUR THOUSAND, EIGHT HUNDRED TWENTY-FIVE DOLLARS AND EIGHTY-FOUR CENTS (\$24,825.84); PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager***
3. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, RATIFYING AND AUTHORIZING THE ESTABLISHMENT OF THE "OPA-LOCKA POLICE ATHLETIC LEAGUE CORP" TO SERVE AS A LOCAL POLICE ATHLETIC LEAGUE (PAL) PROGRAM; FURTHER AUTHORIZING THE CITY MANAGER TO TAKE ALL NECESSARY STEPS TO HAVE THE OPA-LOCKA POLICE ATHLETIC LEAGUE (PAL) PROGRAM RECOGNIZED AS A PAL PROGRAM; PROVIDING FOR FINANCIAL REPORTING REQUIREMENTS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager***
4. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO CONDUCT A COMPREHENSIVE ASSESSMENT OF THE CITY'S ZONING CODE AND PREPARE RECOMMENDED AMENDMENTS TO MODERNIZE AND ALIGN THE CODE WITH CONTEMPORARY PRINCIPLES, ECONOMIC DEVELOPMENT OBJECTIVES, AND COMMUNITY NEEDS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor***
5. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, ENCOURAGING THE CITY MANAGER TO CREATE A MENTAL HEALTH UNIT WITHIN THE CITY'S POLICE DEPARTMENT FOR THE PURPOSE OF DE-ESCALATING INCIDENTS INVOLVING INDIVIDUALS EXPERIENCING A MENTAL HEALTH CRISIS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor***

6. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO RESEARCH, EXPLORE AND WORK WITH LOCAL STAKEHOLDERS FOR THE ESTABLISHMENT OF A CIVIL CITATION PROGRAM WITHIN THE CITY; TO PROVIDE CITY LAW ENFORCEMENT OFFICERS WITH AN ALTERNATIVE TO ARREST FOR ELIGIBLE NONVIOLENT MISDEMEANORS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor*
7. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING RESOLUTION NO. 12-8465 PERTAINING TO THE APPOINTMENT OF JOANNA FLORES AS CITY CLERK OF THE CITY OF OPA-LOCKA, FLORIDA; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor*
8. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO CONSULT THE CITY ATTORNEY PRIOR TO EMPLOYEE TERMINATIONS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Vice Mayor Kelley*
9. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO DEVELOP A CITY-WIDE ARTIFICIAL INTELLIGENCE (AI) POLICY TO ENSURE THE LEGAL, ETHICAL, AND SECURE USE OF AI TECHNOLOGY; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Vice Mayor Kelley*
10. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO CONDUCT A FEASIBILITY STUDY AND COST COMPARISON OF AN IN-HOUSE CITY ATTORNEY VERSUS CONTRACTED CITY ATTORNEY SERVICES; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Commissioner Santiago*

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 CHAPTER 13 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES, ENTITLED "LICENSES AND BUSINESS REGULATIONS", ARTICLE XIV ENTITLED "LANDLORD PERMIT", SPECIFICALLY AMENDING SECTION, 13-274(3) TO REQUIRE ALL APARTMENT BUILDINGS WITH ONE HUNDRED TWENTY (120) UNITS OR MORE TO NOW REQUIRE ARMED SECURITY AND A LIVE-IN PROPERTY MANAGER AND FURTHER REQUIRE THAT ALL APARTMENT BUILDINGS WITHIN THE CITY WITH EIGHTY FIVE (85) UNITS UP TO ONE HUNDRED NINETEEN (119) UNITS HAVE A SECURITY GUARD ON-SITE TWENTY FOUR HOURS A DAY AND SEVEN DAYS A WEEK REQUIRING SEMI-ANNUAL INSPECTIONS FOR COMPLIANCE; AMENDING SECTION 13-278(B) TO REQUIRE PERMIT APPLICANTS WITH ONE HUNDRED TWENTY (120) APARTMENT UNITS OR MORE TO COMPLETE A SEPARATE FORM TO BE CREATED BY CITY, CONTAINING THE NAME OF THE ON-SITE PROPERTY MANAGER AND ACKNOWLEDGMENT THAT A DAILY LOG WILL BE KEPT CONTAINING THE NAME OF THE ON-SITE OFF-DUTY POLICE OFFICER BEFORE A PERMIT SHALL ISSUE; FURTHER, ALL APPLICANTS WITH UNITS OF EIGHTY-FIVE (85) UP TO ONE HUNDRED NINETEEN (119) UNITS SHALL REQUIRE ON A SEPARATE FORM CREATED BY THE CITY AND COMPLETED BY THE APPLICANT CONTAINING THE NAME OF THE ON-SITE SECURITY OFFICER BEFORE A PERMIT SHALL BE ISSUED; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Vice Mayor Kelley***

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

1. **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 4, ARTICLE I, SECTION 4-15 OF THE CITY'S CODE OF ORDINANCES, ENTITLED "PUBLIC CONSUMPTION OF ALCOHOLIC BEVERAGES PROHIBITED; EXCEPTIONS," TO TRANSFER THE REVIEW AND APPROVAL AUTHORITY RELATING TO ALCOHOLIC BEVERAGES EXCEPTIONS FROM THE CITY COMMISSION TO THE CITY MANAGER; PROVIDING FOR ADMINISTRATIVE REVIEW BY THE CITY MANAGER; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE (first reading / public hearing held on September 24, 2025). *Sponsored by Mayor Taylor***
2. **AN ORDINANCE OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE IV ENTITLED "PURCHASING" OF THE CODE OF ORDINANCES, BY CREATING NEW SECTION 2-361 ENTITLED "PUBLIC PRIVATE PARTNERSHIP (P3)"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE (first reading / public hearing held on September 24, 2025). *Sponsored by City Manager***

C. RESOLUTION(S):

17. CITY MANAGER'S REPORT:

18. OFFICIAL BOARD REPORTS:

19. MAYOR/COMMISSION REPORTS:

Vice Mayor Joseph L. Kelley
* **Fiscal Responsibility & Accountability**
* **Arabian Nights Festival Gospel**

20. OFFICIAL BOARD APPOINTMENTS:

Civil Service Board

1 Individual Appointment (Mayor Taylor)
1 Individual Appointment (Vice Mayor Kelley)
1 Individual Appointment (Commissioner Ervin)
1 Individual Appointment (Commissioner Santiago)

Charter Review Board

1 Individual Appointment (Mayor Taylor)
2 At-large Appointments

Planning & Zoning Board

1 Individual Appointment (Vice Mayor Kelley)
1 Individual Appointment (Commissioner Santiago)
2 At-Large Appointments (Alternate Members)

Historic Environmental Preservation Board

1 Individual Appointment (Commissioner Ervin)
1 Individual Appointment (Commissioner Santiago)
2 At-Large Appointments (Alternate Members)

21. ADJOURNMENT:

SCHEDULE OF FUTURE WORKSHOPS/OFFICIAL ACTIVITIES

- The City of Opa-locka Mayor & Commission presents Community Chess and Dominoes Monthly Challenge, [Saturday, October 4, 2025](#) at 12:00 PM - 1:30 PM, Sherbondy Park Pavilion, 777 Sharazad Boulevard, Opa-locka, Florida. Hosted by Commissioner Dr. Sherelean Bass and Commissioner Luis B. Santiago**

2. The City of Opa-locka Mayor & Commission presents Breast Cancer Awareness Month, **Thursday, October 9, 2025**, 8:00 AM - 3:00 PM, Sherbondy Village, 215 Perviz Avenue, Opa-locka, Florida. Please Schedule your 3D Mammogram online at: www.floridamobilemammography.com.
3. The City of Opa-locka Mayor & Commission presents Community Bingo, **Friday, October 10, 2025** at 6:00 PM, Sherbondy Park Auditorium, 215 Perviz Avenue, Opa-locka, Florida.
4. In celebration of Hispanic Heritage Month, the City of Opa-locka Mayor & Commission presents Conga-locka Latin Street Festival, **Saturday, October 18, 2025** at 3:00 PM, at the Opa-locka Government Center, 780 Fisherman Street, Opa-locka, Florida. *Hosted by Mayor John H. Taylor Jr. and co-hosted by Commissioner Luis B. Santiago*
5. The City of Opa-locka Mayor & Commission presents a Community Food & Resource Drive, **Friday, October 24, 2025** from 9:30 AM - 1:30 PM, Segal Park, 2331 NW 143rd Street, Opa-locka, Florida. *Hosted by Vice Mayor Joseph L. Kelley*
6. Please join the City of Opa-locka Mayor & Commission for a Halloween Party featuring a Haunted House, **Friday, October 31, 2025** at 6:00 PM, Sherbondy Village, 215 Perviz Avenue, Opa-locka, Florida.
7. The City of Opa-locka Mayor & Commission presents a free food distribution in partnership with Farm Share, **Wednesday, November 5, 2025** from 9:30 AM - 12:30 PM, Sherbondy Pavilion, 777 Sharazad Boulevard, Opa-locka, Florida. While supplies last, on a first-come, first-served basis. *Hosted by Vice Mayor Joseph L. Kelley; Co-hosted by Mayor John H. Taylor Jr. and Commissioner Natasha L. Ervin*
8. City of Opa-locka Charter Review Board Meeting will be held on **Thursday, November 6, 2025** at 6:30 PM, Opa-locka Government Center, 780 Fisherman Street, 3rd Floor Commission Chambers, Opa-locka, Florida.
9. The City of Opa-locka presents R&B Night Out, **Saturday, November 15, 2025** from 5:00 PM - 11:00 PM, Ingram Park, 2100 Burlington Street, Opa-locka, Florida. *Hosted by Commissioner Natasha L. Ervin*

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"

SUNSHINE MEETING
Tuesday, September 23, 2025
4:00 PM

1. CALL TO ORDER:

Mayor John H. Taylor Jr. called the Sunshine meeting to order at 4:07 PM on Tuesday, September 23, 2025, at the Opa-locka Government Center, 780 Fisherman Street, 4th FL City Clerk's Conference Room, Opa-locka, Florida.

The following members of the City Commission were present: Vice Mayor Joseph L. Kelley; Commissioner Dr. Sherelean Bass; Commissioner Natasha L. Ervin; Commissioner Luis B. Santiago Mayor John H. Taylor, Jr.; Commissioner Luis B. Santiago; City Manager Sha'mecca Lawson; and City Clerk Joanna Flores.

2. DISCUSSION ITEM:

a. Discuss Arabian Nights Festival

Mayor Taylor opened discussion on planning the Arabian Nights Festival as part of the City's Centennial Celebration scheduled for May 2026. He suggested holding the festival on Saturday, May 16, with a Family Fun Day at Ingram Park followed by an evening concert at Sherbondy Park.

Vice Mayor Kelley noted that May 14, 2026 is the actual centennial date and emphasized marking that day with a special event, possibly extending activities through the weekend. Commissioners agreed that Saturday should serve as the main festival day but supported additional events across multiple days.

Commissioner Santiago recalled the festival's historic significance as a major regional event and advocated for a large-scale celebration that attracts visitors beyond the city. He recommended a parade ending at Ingram Park, inclusion of cultural elements such as traditional dances and Arabian-themed décor, and ensuring the festival reflects the city's diversity.

Commissioner Bass supported structuring the weekend with a black-tie banquet on May 14, a community event on May 15, and the Arabian Nights Festival on May 16. Commissioner Bass and Commissioner Ervin stressed the importance of a gospel performance, either as part of Saturday's concert or a separate Sunday event.

Budget discussions centered on a proposed allocation of \$250,000 for the centennial. Mayor Taylor presented a breakdown of projected festival costs, with approximately \$154,000 earmarked for the Arabian Nights concert production, including stage, lighting, artists, security, and staffing. Commissioners discussed keeping the remainder of the budget for the

parade, Fun Day, banquet, and centennial memorial project. Vice Mayor Kelley expressed concern that the full weekend be balanced so that no community group feels excluded.

Commissioner Ervin suggested outreach to nationally recognized performers as well as Opa-locka–born or local artists, including Pitbull, Flo Rida, Brisco, and Trina. Commissioner Bass requested a gospel performer as well. Commissioners agreed that specific artist negotiations should occur outside of public meetings but that diversity in performances must be ensured.

Commissioners also emphasized incorporating authentic Arabian Nights features such as camel rides, themed décor, and traditional attire contests, while memorializing the centennial through a permanent installation such as a monument, mural, or gateway near Historic City Hall.

Logistics for the parade were reviewed, with potential routes discussed beginning on the east side of the city and ending at Ingram Park. Final planning will require coordination with police, Metrobus, and city staff.

The City Commission reached consensus to dedicate May 14 to the City’s Centennial with a commemorative memorial or monument unveiling, to host a black-tie banquet on May 15 with ticket sales and tables offsetting costs, and to hold the Arabian Nights Festival on May 16 featuring a parade, Family Fun Day, and evening concert curated by a production vendor. Commissioners further agreed that programming must include diverse artistry, gospel representation, and Opa-locka–born performers.

3. PUBLIC COMMENT:

There was no public comment.

4. NEXT STEPS:

City Manager Lawson and staff will secure a vendor for concert curation. Commissioners will provide input on artistry preferences to staff outside of public meetings. Staff will return with proposed parade routes and logistical plans. Administration will present memorialization options for the May 14 Centennial ceremony. Sponsorship and ticket sales for the banquet will be developed, with allocation of complimentary tickets for residents.

5. ADJOURNMENT

There being no further business, the sunshine meeting was adjourned at 5:26 p.m.

John H. Taylor Jr., Mayor

ATTEST:

Joanna Flores
City Clerk

[Minutes prepared by T. Baclawski, Prototype-Inc.]

CITY OF OPA-LOCKA
“The City of Bright Opportunities”

SECOND BUDGET HEARING
Wednesday, September 24, 2025
5:01 PM

1. CALL TO ORDER:

Mayor John H. Taylor Jr. called the meeting to order at 5:08 PM on Wednesday, September 24, 2025, at the Opa-locka Government Center Commission Chambers, 780 Fisherman Street, 3rd Floor, Opa-locka, Florida.

2. ROLL CALL:

The following members of the City Commission were present: Commissioner Dr. Sherelean Bass; Vice Mayor Joseph L. Kelley; Commissioner Natasha L. Ervin; Commissioner Luis B. Santiago; and Mayor John H. Taylor, Jr. Also, in attendance were City Manager Sha'mecca Lawson; City Attorney Burnadette Norris-Weeks; City Clerk Joanna Flores; Assistant City Manager George Ellis and Assistant City Clerk Floralba Valdes-Wright.

3. INVOCATION:

The invocation was delivered by Commissioner Bass.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mayor Taylor and recited in unison.

5. SECOND READING ORDINANCES / PUBLIC HEARINGS:

- 1. AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, ADOPTING A FINAL MILLAGE RATE PURSUANT TO SECTION 200.065, FLORIDA STATUTES, FOR FISCAL YEAR 2025-2026, COMMENCING OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026; SETTING FORTH PUBLIC HEARING DATES; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR REPEAL OF ALL PRIOR ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE (first reading / public hearing held on September 9, 2025). *Sponsored by City Manager***

The above ordinance was read by City Attorney Norris-Weeks.

It was moved by Commissioner Ervin, seconded by Commissioner Bass, to discuss Agenda Item 5-1.

Mayor Taylor opened Public Input. No one came forth to speak. Mayor Taylor closed Public Input.

Budget Administrator Bob Anathan began his presentation and stated the taxing authority was the City of Opa-locka. He explained the rollback rate was 8.1400 mills, which would generate the same property tax revenues as the current year if applied to next year's tax base. He reported the proposed final millage rate was 8.9797 mills, a 10.3 percent increase over the rollback rate, which would generate approximately \$1.5 million in additional revenue.

He outlined how the additional revenue would be used: \$500,000 from current year revenue would fund capital improvement projects due to reduced fund balance reserves; \$600,000 would offset revenue losses from red-light camera issues; and \$400,000 would fund four new general fund employees and compensation increases.

Budget Administrator Anathan concluded by restating the final millage rate of 8.9797 mills.

Mayor Taylor thanked staff and expressed appreciation that the millage rate was under 9.000. He commended the management team for their efforts in keeping the rate below that level.

Commissioner Santiago asked if rising property values and higher tax bills would generate more revenue for the city. Budget Administrator Anathan explained the city receives about one-third of the tax bill, with homesteaded properties seeing only about a one percent increase, and noted larger increases were due to other taxing authorities. Commissioner Santiago acknowledged the clarification and emphasized the importance of securing the city's revenues.

There being no further discussion, the motion to approve the ordinance on second reading passed by a 5-0 vote.

Commissioner Ervin Yes
Commissioner Bass Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Mayor Taylor Yes

2. **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING AND ADOPTING THE CITY'S GENERAL, PROPRIETARY AND SPECIAL FUNDS BUDGET FOR THE FISCAL YEAR 2025-2026, COMMENCING OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026; PROVIDING FOR THE EXPENDITURE OF FUNDS ESTABLISHED BY THE BUDGET; AUTHORIZING THE CITY MANAGER TO TAKE CERTAIN ACTIONS; PROVIDING FOR APPROPRIATION OF ALL BUDGET EXPENDITURES; PROVIDING FOR FEES CONSISTENT WITH APPROPRIATION AND AMENDMENT; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE (first reading / public hearing held on September 9, 2025). *Sponsored by City Manager***

The above ordinance was read by City Attorney Norris-Weeks.

It was moved by Commissioner Ervin, seconded by Commissioner Bass, to discuss Agenda Item 5-2.

Mayor Taylor opened Public Input. No one came forth to speak. Mayor Taylor closed Public Input.

Budget Administrator Anathan displayed budget highlights and noted there were no changes since the first hearing. He reported the total budget was \$80.4 million, including \$57.2 million in expenditures, \$37.3 million in operating funds, \$10.7 million in CIP projects, \$6.3 million in internal service funds, and \$23.2 million in interfund transfers.

Vice Mayor Kelley thanked staff for responses and requested corrections to inaccuracies in the budget document, noting some items listed as funded were not actually funded. He emphasized the importance of accuracy in the published budget and cited examples in the Police and Community Development Departments. He also expressed concern about high salaries in certain positions and stated he expected greater results from those departments in the coming year.

There being no further discussion, the motion to approve the ordinance on second reading passed by a 5-0 vote.

Commissioner Ervin Yes
Commissioner Bass Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Mayor Taylor Yes

6. ADJOURNMENT:

There being no further business to come before the City Commission, it was moved by Commissioner Bass, seconded by Commissioner Santiago to adjourn the meeting at 5:23 PM.

John H. Taylor, Jr.
Mayor

ATTEST:

Joanna Flores
City Clerk

[Minutes prepared by T. Baclawski, Prototype-Inc.]

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

REGULAR COMMISSION MEETING
Wednesday, September 24, 2025
6:00 PM

1. CALL TO ORDER:

Mayor John H. Taylor Jr. called the meeting to order at 6:00 PM on Wednesday, September 24, 2025, at the Opa-locka Government Center, City Commission Chambers, 780 Fisherman Street, 3rd Floor, Opa-locka, Florida.

2. ROLL CALL:

The following members of the City Commission were present: Vice Mayor Joseph L. Kelley; Commissioner Dr. Sherelean Bass; Commissioner Natasha L. Ervin; Commissioner Luis B. Santiago; and Mayor John H. Taylor, Jr. Also, in attendance were City Manager Sha'mecca Lawson; City Attorney Burnadette Norris-Weeks; City Clerk Joanna Flores; Assistant City Manager George Ellis; and Assistant City Clerk Floralba Valdes-Wright.

3. INVOCATION:

The invocation was delivered by Vice Mayor Kelley.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mayor Taylor and recited in unison.

5. AWARDS/PROCLAMATIONS/ACKNOWLEDGMENTS:
Special presentation by Commissioner Luis B. Santiago

Commissioner Santiago deferred his special presentation until the next regular City Commission meeting.

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

Commissioner Santiago requested to pull items 13-1 and 13-7.

City Manager Lawson requested to remove item 13-8.

City Clerk Flores noted a substitute MOU was provided for item 13-2. City Attorney Norris-Weeks recommended that item 13-2 be pulled.

Mayor Taylor requested to pull item 13-2.

It was moved by Commissioner Bass, seconded by Vice Mayor Kelley, to approve the Consent Agenda.

There being no further discussion, the motion to approve the Consent Agenda passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

7. APPROVAL OF AGENDA:

It was moved by Commissioner Ervin, seconded by Commissioner Santiago, to approve the Agenda.

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

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

8. APPROVAL OF MINUTES:

First Budget Hearing Minutes — September 9, 2025

It was moved by Vice Mayor Kelley, seconded by Commissioner Bass, to approve the September 9, 2025 First Budget Hearing Minutes.

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

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

Regular City Commission Meeting Minutes — September 10, 2025

It was moved by Vice Mayor Kelley, seconded by Commissioner Ervin, to approve the September 10, 2025 Regular City Commission Meeting Minutes.

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

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

RV Ordinance Public Workshop Meeting Minutes — September 15, 2025

It was moved by Vice Mayor Kelley, seconded by Commissioner Bass, to approve the September 15, 2025 RV Ordinance Public Workshop Meeting Minutes.

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

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

Sunshine Meeting Minutes — September 16, 2025

It was moved by Vice Mayor Kelley, seconded by Commissioner Bass, to approve the September 16, 2025 Sunshine Meeting Minutes.

There being no additional discussion, the motion to approve the minutes passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

9. DISTRICT ONE / DISTRICT TWO - COUNTY COMMISSIONER REPORT:

There were none.

10. PUBLIC PRESENTATIONS:

There were none.

11. CITIZENS' FORUM:

Assistant City Clerk Floralba Valdes-Wright announced the protocol for public participation at City Commission meetings.

Assistant City Clerk Floralba Valdes-Wright stated there were no virtual public comments.

Mayor Taylor opened the Citizens' Forum.

Sean Atkins, of 1851 Ali-baba Avenue, supported creating a lien amnesty program but cautioned that fixed discounts could still block development. He urged the City to allow flexibility based on the type of violator and violation to encourage investment and tax revenue.

CJ [last name inaudible], of 2100 Lincoln Avenue, described liens assessed while he was overseas. He said the reduced fines remained unaffordable, noted his long contributions to the City, and requested further relief to complete a pending property investment.

Audrey Dominguez, of 1147 Jann Avenue, commented on the Foundation Risk Partners report. She thanked the firm for its detailed work but noted closed cases were missing and expressed hope that insurance claims would decline to reduce taxpayer costs.

Mayor Taylor closed the Citizens' Forum.

12. ACTION ITEMS (items from consent agenda pull list):

- 1. [13-1] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE RE-ESTABLISHMENT OF A CODE ENFORCEMENT LIEN AMNESTY PROGRAM; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager Deferred from RCM 09/10/2025***

The above resolution was read by City Attorney Norris-Weeks.

It was moved by Vice Mayor Kelley, seconded by Commissioner Santiago, to discuss Agenda Item 12-1.

City Manager Lawson introduced the resolution and stated the item had been presented previously and was being brought back with amendments. She explained that applicants would be required to demonstrate good faith efforts to address citations or violations, consent to a 36-month prohibition on the sale of the property and submit applications within a 60-day period.

Commissioner Santiago expressed support for the amended lien amnesty program, noting it would provide relief for residents facing longstanding fines. He emphasized the importance of protecting single-family homeowners from losing their property due to excessive lien amounts and urged flexibility in special cases.

It was moved by Commissioner Santiago, seconded by Mayor Taylor, to raise the discount rate from 75 percent to 85 percent in cases where the City Manager determined it was appropriate.

Vice Mayor Kelley opposed raising the discount to 85 percent. He stated 75 percent was already high, suggested 50 percent would be more appropriate, and noted the City Manager could bring exceptional cases above 75 percent to the Commission. He concluded he would not support going beyond 75 percent.

Commissioner Santiago clarified his motion, stating the intent was to allow up to an 85 percent discount in special cases involving single-family homeowners. He emphasized the City Manager would have discretion to apply the reduction and noted the importance of showing mercy to residents facing financial hardship.

City Attorney Norris-Weeks clarified that the City could not impede property ownership but could require a contractual agreement. She explained that if a lien was placed and filed with the county, the agreement could require full reimbursement if the terms were violated. She advised that any motion should include these caveats to ensure clarity.

There being no additional discussion, the motion to approve the amendment passed by a 3-2 vote.

Commissioner Ervin Yes
Vice Mayor Kelley No
Commissioner Santiago Yes
Commissioner Bass No
Mayor Taylor Yes

City Attorney Norris-Weeks added that applicants would be required to sign an agreement consenting to a lien on their property. She noted the current language did not fully capture this requirement and emphasized the need for clarity.

Mayor Taylor stated the City Commission had not previously discussed prohibiting property sales under the amnesty program and noted the lien requirement had not been part of earlier deliberations. City Attorney Norris-Weeks responded that she had been asked to research the matter and had raised it in separate meetings. Mayor Taylor asked how the issue could be resolved, and the City Attorney advised that a motion would be needed.

Vice Mayor Kelley stated the amendment would require applicants to consent to a lien and a prohibition on the sale of property for at least 36 months or repay the full lien amount. He emphasized the intent was to assist property owners in hardship, not allow discounted liens to be used for profit. He reiterated the need to balance mercy with the City's responsibility to operate effectively.

It was moved by Vice Mayor Kelley, seconded by Commissioner Bass, to approve the addition of language requiring applicants to consent to a lien and a prohibition on the sale of the property for a period of 36 months or repay the full lien amount.

There being no additional discussion, the motion to approve the amendment, passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

There being no additional discussion, the motion to approve the resolution, as amended, passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

2. **[13-2] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIAL TO EXECUTE A TRI-PARTY MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF OPA-LOCKA, MIAMI-DADE COUNTY AND COMMUNITY YOUTH AGAINST VIOLENCE, INC. PERTAINING TO THE MIAMI-DADE COUNTY JUVENILE CURFEW ORDINANCE; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by City Attorney Norris-Weeks.

It was moved by Commissioner Santiago, seconded by Commissioner Bass, to discuss Agenda Item 12-2.

City Manager Lawson stated the primary goal of the program was to implement a youth curfew enforcement initiative in collaboration with Miami-Dade County Juvenile Services and Community Youth Against Violence. She noted Chief Starks was available to answer questions regarding the item.

It was moved by Vice Mayor Kelley, seconded by Commissioner Ervin, to replace the current MOU with the new one provided.

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

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

There being no additional discussion, the motion to approve the resolution, as amended, passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

3. **[13-7] A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING/REJECTING MIAMI-DADE COUNTY'S REQUEST TO RELEASE THE WATER SUPPLY SERVICES CURRENTLY PROVIDED TO THE AMELIA EARHART PARK RECREATION CENTER; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

The above resolution was read by City Attorney Norris-Weeks.

It was moved by Commissioner Santiago, seconded by Commissioner Bass, to discuss Agenda Item 12-3.

City Manager Lawson introduced the item and reported receiving a request from Miami-Dade County Parks and Recreation to issue a water supply release letter for the new Amelia Earhart Recreation and Aquatic Center. She explained Opa-locka would continue providing existing water service, while Hialeah would provide sewer service for the new facility. She confirmed the City would not lose revenue.

Commissioner Santiago questioned whether the City would lose revenue by allowing Hialeah to provide water service to the new Amelia Earhart facility, noting the park was within the City's territory. City Manager Lawson clarified the arrangement applied only to the new facility, while Opa-locka would continue providing existing water service to the areas it currently served.

Vice Mayor Kelley asked what would occur if the City declined the request and expressed concern the County was being relentless in pursuing approval. He noted past issues where outside agencies conducted work in Opa-locka without coordination and emphasized his hesitation to concede authority. City Manager Lawson explained the arrangement applied only to the new facility and would not affect existing service areas.

Mayor Taylor added that the City's intent was to ensure any future service requests or work within Opa-locka boundaries would require City Commission approval.

City Manager Lawson confirmed that the County sought service from Hialeah because the facility was closer to its system, while Opa-locka would retain existing customers.

Commissioner Ervin echoed Commissioner Santiago's concerns, stating the County often expected Opa-locka to accommodate requests without providing revenue in return. She expressed frustration that County facilities located within the City did not generate benefits for Opa-locka and stated she did not support the request.

Vice Mayor Kelley expressed discomfort with the request, citing the County's past actions and concern that more requests would follow. He noted the financial model was uncertain and the City's net gain would be minimal, and he stated he could not support the item.

Commissioner Ervin suggested deferring the item for more information.

Mayor Taylor acknowledged the County had responded after prior confusion and stated the City included language to ensure respect and coordination in the future. He emphasized the Commission's concerns had been raised during meetings but noted he could not say what would occur if the request was denied and suggested deferral if clarification was needed.

Vice Mayor Kelley stated he was prepared to oppose the request but agreed to support it since the City would draft the release letter with strong protections. He emphasized he was not opposed to challenging the County but deferred to the Mayor and City Manager, who had participated in the meetings.

Commissioner Bass stated she was not comfortable with the request and wanted to know the consequences if the City declined it. She acknowledged the County's influence but said she would support the item, trusting the Mayor and City Manager, who attended the meetings.

It was moved by Vice Mayor Kelley, seconded by Commissioner Ervin, to amend the resolution to approve the item with the condition that the City draft the release letter and that the City Commission review the letter before it was issued.

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

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

There being no additional discussion, the motion to amend the resolution, as amended, passed by a 5-0 vote.

Commissioner Ervin Yes
Vice Mayor Kelley Yes
Commissioner Santiago Yes
Commissioner Bass Yes
Mayor Taylor Yes

13. ADMINISTRATION:

CONSENT AGENDA:

- 1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE RE-ESTABLISHMENT OF A CODE ENFORCEMENT LIEN AMNESTY PROGRAM; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.**
Sponsored by City Manager Deferred from RCM 09/10/2025

Item was pulled for discussion.
- 2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIAL TO EXECUTE A TRI-PARTY MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF OPA-LOCKA, MIAMI-DADE COUNTY AND COMMUNITY YOUTH AGAINST VIOLENCE, INC. PERTAINING TO THE MIAMI-DADE COUNTY JUVENILE CURFEW ORDINANCE; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.**
Sponsored by City Manager

Item was pulled for discussion.
- 3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ACCEPT THE CONVEYANCE OF THE WATER DISTRIBUTION SYSTEM AND GRAVITY SEWER COLLECTION SYSTEM, EXCLUDING THE SERVICE LINES FROM THE WATER MAINS TO THE INDIVIDUAL BUILDINGS AND FORCE MAIN, AT THE WELLSRING APARTMENTS LOCATED AT 14703 NW 27TH AVENUE, OPA-LOCKA, FROM THE OWNER/DEVELOPER AND ENTER INTO AN AGREEMENT WITH OWNER/DEVELOPER, ATTACHED HERETO AS EXHIBIT "A", FOR SAME; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*
- 4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, ACCEPTING THE PROPOSAL FROM ECO TECH CONSULTING, LLC. FOR PUBLIC WORKS & UTILITIES – WATER, SEWER AND STORMWATER ENVIRONMENTAL COMPLIANCE; AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH ECO TECH CONSULTING, LLC. FOR AN AMOUNT NOT TO EXCEED ONE HUNDRED THREE THOUSAND FIVE HUNDRED DOLLARS (\$103,500.00) ANNUALLY; PROVIDING INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENERS ERRORS; PROVIDING FOR AN EFFECTIVE DATE.** *Sponsored by City Manager*

5. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A RENEWAL INSURANCE AGREEMENT WITH THE FLORIDA LEAGUE OF CITIES, INC. (ADMINISTRATOR OF THE FLORIDA MUNICIPAL INSURANCE TRUST) FOR PROPERTY, LIABILITY, DAMAGE AND WORKERS' COMPENSATION INSURANCE FOR FISCAL YEAR 2025-2026; ACCEPTING AND IMPLEMENTING THE REQUIRED CONDITIONS AT A COST OF THREE MILLION, SIX HUNDRED SEVENTY-TWO THOUSAND, FOUR HUNDRED NINETY DOLLARS (\$3,672,490.00), INCLUDING A 10% PROPERTY DEDUCTIBLE OPTION; AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS BY THE PROPER CITY OFFICIALS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager***
6. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO ISSUE A REQUEST FOR PROPOSALS (RFP) FOR THE OPA-LOCKA URBAN FORESTRY REVITALIZATION INITIATIVE; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager***
7. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING/REJECTING MIAMI-DADE COUNTY'S REQUEST TO RELEASE THE WATER SUPPLY SERVICES CURRENTLY PROVIDED TO THE AMELIA EARHART PARK RECREATION CENTER; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager***

Item was pulled for discussion.
8. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING A SETTLEMENT AGREEMENT IN THE CASE OF CITY OF OPA-LOCKA V. OPA-LOCKA COMMUNITY DEVELOPMENT CORPORATION, INC., D/B/A TEN NORTH GROUP AND OPALOCKA COMMUNITY DEVELOPMENT CORPORATION, INC., D/B/A TEN NORTH GROUP V. CITY OF OPA-LOCKA; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager and City Attorney***

Item was removed by the City Manager.
9. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, OPTING INTO THE SETTLEMENT WITH PURDUE PHARMA, L.P AND THE SACKLER FAMILY, IN CONNECTION WITH PURDUE'S BANKRUPTCY CASE; AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE SUCH DOCUMENTS AS ARE NECESSARY FOR**

THE CITY TO OPT-IN TO THE SETTLEMENT; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

- 10. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, OPTING INTO NATIONAL OPIOID SETTLEMENT WITH THE SECONDARY MANUFACTURERS (ALVOGEN, AMNEAL, APOTEX, HIKMA, INDIVIOR, MYLAN, SUN, AND ZYDUS); AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE SUCH DOCUMENTS AS ARE NECESSARY FOR THE CITY TO OPT-IN TO THE SETTLEMENT; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager***

- 11. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO TAKE ALL NECESSARY STEPS TO PURSUE THE INSTALLATION OF ELECTRIC VEHICLE (EV) CHARGING STATIONS WITHIN THE CITY; PROVIDING FOR THE DEVELOPMENT OF A RECOMMENDED PLAN TO BE PRESENTED TO THE CITY COMMISSION FOR FINAL APPROVAL; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor***

14. NEW ITEMS:

There were none.

15. PLANNING & ZONING:

A. PUBLIC HEARINGS:

There were none.

B. APPEALS:

There were none.

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 CHAPTER 4, ARTICLE I, SECTION 4-15 OF THE CITY'S CODE OF ORDINANCES, ENTITLED "PUBLIC CONSUMPTION OF ALCOHOLIC BEVERAGES PROHIBITED; EXCEPTIONS," TO TRANSFER THE REVIEW AND APPROVAL AUTHORITY RELATING TO ALCOHOLIC BEVERAGES EXCEPTIONS**

FROM THE CITY COMMISSION TO THE CITY MANAGER; PROVIDING FOR ADMINISTRATIVE REVIEW BY THE CITY MANAGER; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by Mayor Taylor*

The above ordinance was read by City Attorney Norris-Weeks.

It was moved by Commissioner Ervin, seconded by Commissioner Santiago, to discuss Agenda Item 16-A.1.

Mayor Taylor introduced the item and provided a brief background.

Mayor Taylor opened the public hearing. No one came forth to speak. Mayor Taylor closed the public hearing.

Vice Mayor Kelley asked for clarification regarding the 14-day requirement in the ordinance. Mayor Taylor confirmed the ordinance did not change the timeframe but shifted approval from the Commission to the City Manager. Vice Mayor Kelley acknowledged the clarification and stated he would support the item on first reading while seeking additional clarity before second reading.

There being no additional discussion, the motion to approve the ordinance on first reading passed by a 5-0 vote.

Commissioner Ervin Yes

Vice Mayor Kelley Yes

Commissioner Santiago Yes

Commissioner Bass Yes

Mayor Taylor Yes

2. AN ORDINANCE OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE IV ENTITLED "PURCHASING" OF THE CODE OF ORDINANCES, BY CREATING NEW SECTION 2-361 ENTITLED "PUBLIC PRIVATE PARTNERSHIP (P3)"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

Sponsored by City Manager

Mayor Taylor passed the gavel to Vice Mayor Kelley and departed the meeting.

Commissioner Bass also departed the meeting.

The above ordinance was read by City Attorney Norris-Weeks.

It was moved by Commissioner Ervin, seconded by Commissioner Santiago, to discuss Agenda Item 16-A.2.

City Manager Lawson introduced the item and provided a brief background. Vice Mayor Kelley opened the public hearing. No one came forth to speak. Vice Mayor Kelley closed the public hearing.

City Attorney Norris-Weeks recommended individual briefings for Commissioners to ensure they understood the ordinance and its application. She explained this would help Commissioners respond to questions from residents and applicants.

There being no additional discussion, the motion to approve the ordinance on first reading passed by a 3-0 vote.

Commissioner Ervin Yes
Commissioner Santiago Yes
Vice Mayor Kelley Yes

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

- 1. AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 17, ARTICLE III OF THE CITY'S CODE OF ORDINANCES ENTITLED "PLANNING AND DEVELOPMENT" TO INCLUDE NEW DIVISION 4 ENTITLED "CROSS-ACCESS EASEMENT AGREEMENTS AND COVENANTS"; ESTABLISHING A PROCESS FOR THE REVIEW AND APPROVAL; PROVIDING FOR DEFINITIONS; PROVIDING FOR APPLICATION PROCEDURES; PROVIDING FOR REVIEW CRITERIA; PROVIDING AN AMENDMENT TO CHAPTER 2, ARTICLE XIV, SECTION 2-655 FOR A \$500.00 FEE; PROVIDING FOR RECORDATION REQUIREMENTS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; RESCINDING ALL ORDINANCES IN CONFLICT; PROVIDING FOR AN EFFECTIVE DATE (first reading / public hearing held on September 10, 2025).**

Sponsored by City Manager

The above ordinance was read by City Attorney Norris-Weeks.

It was moved by Commissioner Santiago, seconded by Commissioner Ervin, to discuss Agenda Item 16-B.1.

City Manager Lawson introduced the item and provided a brief background.

Vice Mayor Kelley opened the public hearing.

Graham Penn stated the ordinance was a technical amendment establishing a process useful for commercial and industrial developments. He said it would help property owners modernize their sites and requested approval on second reading.

Vice Mayor Kelley closed the public hearing.

There being no additional discussion, the motion to approve the ordinance on first reading passed by a 3-0 vote.

Commissioner Ervin Yes

Vice Mayor Kelley Yes

Commissioner Santiago Yes

C. RESOLUTION(S):

There were none.

17. CITY MANAGER’S REPORT:

City Manager Lawson started her report, but Vice Mayor Kelley noted they were about to lose quorum and suggested that the members of the Commission schedule individual meetings with the City Manager.

18. OFFICIAL BOARD REPORTS:

There were none.

19. MAYOR/COMMISSION REPORTS:

Commissioner Ervin announced that the upcoming karaoke event will be held at Ingram Park on Saturday.

20. OFFICIAL BOARD APPOINTMENTS:

City Clerk Flores announced that Commissioner Bass appointed Mr. Herman to the Civil Service Board.

21. ADJOURNMENT:

There being no further business to come before the City Commission, it was moved by Commissioner Santiago, seconded by Commissioner Ervin to adjourn the meeting at 7:08 PM.

John H. Taylor, Jr.
Mayor

ATTEST:

Joanna Flores
City Clerk

[Minutes prepared by T. Baclawski, Prototype-Inc.]

RESOLUTION NO. XX-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO AMEND THE CONTRACT WITH SHIFF CONSTRUCTION & DEVELOPMENT, LLC FOR THE REPLACEMENT OF LIFT STATION NO. 9 TO INCLUDE A PUMP SEAL FAILURE MODULE, FOR AN AMOUNT NOT TO EXCEED TWENTY-FOUR THOUSAND, EIGHT HUNDRED TWENTY-FIVE DOLLARS AND EIGHTY-FOUR CENTS (\$24,825.84); PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENOR'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Resolution 24-161, the City of Opa-Locka ("City") entered into an agreement with Shiff Construction & Development, LLC for the replacement of Lift Station No. 9 as part of the City's efforts to increase sewer capacity and support economic development; and

WHEREAS, the original cost of the Lift Station No. 9 replacement project was One Million, One Hundred Forty-Nine Thousand, Six Hundred Thirty-Nine Dollars and Ninety-Three Cents (\$1,149,639.93), inclusive of demolition, construction, materials, and labor; and

WHEREAS, Shiff Construction & Development, LLC has requested a contract amendment to include a Pump Seal Failure Module, which is designed to prevent the leakage of fluids, ensuring the pump operates effectively while minimizing contamination and damage to surrounding equipment. It plays a crucial role in maintaining the efficiency and safety of pumping systems. The module helps to protect other parts of the pump and surrounding equipment from corrosion or damage caused by exposure to potentially hazardous or corrosive fluids by preventing leakage. The module also helps protect the integrity of the industrial pumping system and the safety of the working environment; and

WHEREAS, the cost for the additional services costs Twenty-Four Thousand Eight Hundred Twenty-Five Dollars and Eighty-Four Cents (\$24,825.84); and

WHEREAS, the total amended cost of the project will be One Million, One Hundred Seventy-Four Thousand, Four Hundred Sixty-Five Dollars and Seventy-Seven Cents (\$1,174,465.77), with funding provided through ARPA interest pursuant to Budget Amendment #2; and

WHEREAS, the City Commission finds it in the best interest of the City and its residents to authorize the City Manager to amend the contract, in the form attached hereto as Exhibit "A".

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 Manager to amend the contract with Shiff Construction & Development, LLC for the replacement of Lift Station No. 9 to include a Pump Seal Failure Module, for an amount not to exceed Twenty-Four Thousand Eight Hundred Twenty-Five Dollars and Eighty-Four Cents (\$24,825.84), in the form attached hereto as Exhibit "A".

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 may be authorized by the City Manager, following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED and **ADOPTED** this _____ day of _____, 2025.

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	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____



City of Opa-locka Agenda Cover Memo

Department Manager:	Adelina Gross		Department Director Signature:				
City Manager:	Sha'mecca Lawson		CM Signature:				
Commission Meeting Date:	10/08/2025		Item Type:	Resolution	Ordinance	Other	
			(Enter X in box)	X			
Fiscal Impact:	Yes	No	Ordinance Reading:	1st Reading		2nd Reading	
(Enter X in box)			(Enter X in box)				
			Public Hearing:	Yes	No	Yes	No
			(Enter X in box)		X		X
Funding Source:	(Enter Fund & Dept.)		Advertising Requirement:	Yes		No	
Account# :	Ex: See Financial Impact Section		(Enter X in box)			X	
Contract/P.O. Required:	Yes	No	RFP/RFQ/Bid#:				
(Enter X in box)	X						
Strategic Plan Related	Yes	No	Strategic Plan Priority Area:	Strategic Plan Obj./Strategy:			
(Enter X in box)			Enhance Organizational ☐	(list the specific objective/strategy this item will address)			
			Bus. & Economic Dev ☒				
			Public Safety ☒				
			Quality of Education ☐				
			Qual. of Life & City Image ☒				
			Communication ☐				
Sponsor Name	City Manager		Department:	Capital Improvements Program			

Short Title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA AUTHORIZING THE CITY MANAGER TO AMEND THE CONTRACT WITH SHIFF CONSTRUCTION & DEVELOPMENT, LLC FOR THE REPLACEMENT OF LIFT STATION NO. 9 DUE TO THE FAILURE OF THE PUMP SEAL MODULE.

Staff Summary:

The City entered into an agreement with Shiff Construction & Development LLC for the replacement of Lift Station No. 9 located at 340 Seaman Avenue as part of the City's efforts to increase the sewer capacity and boost the Economic Development of the City .

The proposed fee schedule for this project was \$1,149,639.93 which included demolition, construction, materials, and labor. The amending of the contract requested by Shiff Construction & Development LLC will include a Pump Seal Failure Module. This module is designed to prevent the leakage of fluids, ensuring the pump operates effectively while minimizing contamination and damage to surrounding equipment. It plays a crucial role in maintaining the efficiency and safety of

pumping systems. The module helps protect other parts of the pump and surrounding equipment from corrosion or damage caused by exposure to potentially hazardous or corrosive fluids. By preventing leakage, the module also helps to protect the integrity of the industrial pumping system and the safety of the working environment.

The total estimated cost for the additional services will be \$24,825.84 for a total construction cost of \$1,174,465.77, inclusive of materials, installation and labor for the replacement of lift station No. 9.

Financial Impact - Budget Amendment #2 increased the total cost of this project by \$25,000 for this module, funded by ARPA interest. ARPA interest, unlike the ARPA grant, wasn't subject to the requirement to have been encumbered by December 31, 2024. This project is only partially completed and the appropriate funds for this project not utilized by September 30, 2025, will be rolled over into FY 26 in FY 26 Budget Amendment #1

Proposed Action:

Staff recommend the amendment to the Contract with Shiff Construction & Development LLC and approve the additional fees for services being proposed to complete the replacement of the pump station and extend the life of the equipment.

Attachment:

1. Agenda
2. Resolution No. 24-010 Accepting the Proposal from Shiff Construction & Development LLC
3. Shiff Construction & Development LLC Executed Contract for Lift Station No. 9 Replacement Project
4. Contractor Price Proposal Work Order 135048.01



Subcontractor Listing

Date: May 30, 2025

Re: IQC Master Contract #: FL-R10-GC02-111821- SCD
Work Order #: 133497.01
Owner PO #:
Title: City of Opa-Locka - Lift Station #9 Replacement Project Supplemental
Contractor: Shiff Construction & Development, Inc.
Proposal Value: \$24,825.84

Name of Contractor	Duties	Amount	%
No Subcontractors have been selected for this Work Order		\$0.00	0.00



Work Order Signature Document

EZIQC Contract No.: FL-R10-GC02-111821- SCD

☐

New Work Order

☒

Modify an Existing Work Order

Work Order Number.: 135048.01

Work Order Date: 05/30/2025

Work Order Title: City of Opa-Locka - Lift Station #16 Replacement Project. Supplemental

Owner Name: City of Opa Locka

Contractor Name: Shiff Construction & Development, Inc.

Contact: Adelina Gross

Contact: Justen Shiff

Phone: 7729329572

Phone: 9545242575

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of EZIQC Contract No FL-R10-GC02-111821- SCD.

Brief Work Order Description:

Pump Seal Failure Module Supplemental

Time of Performance

Estimated Start Date:

Estimated Completion Date:

Liquidated Damages

Will apply:

☐

Will not apply:

☒

Work Order Firm Fixed Price: \$24,825.84

Owner Purchase Order Number:

Approvals

Owner

Date

Contractor

Date

Detailed Scope of Work

To: Justen Shiff
Shiff Construction & Development, Inc.
1350 NE 56th St -Ste. 100
Fort Lauderdale, FL 33334
9545242575

From: Adelina Gross
City of Opa Locka
780 Fisherman Street
Opa-Locka, FL 33054
7729329572

Date Printed: May 30, 2025

Work Order Number: 135048.01

Work Order Title: City of Opa-Locka - Lift Station #16 Replacement Project. Supplemental

Brief Scope: Pump Seal Failure Module Supplemental

☐

Preliminary

☐

Revised

☒

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Scope of Work:

- Provide Sulzer (CA 462) Temperature and Leakage Failure Modules for each of (2) pumps.

Subject to the terms and conditions of JOC Contract **FL-R10-GC02-111821- SCD**.

Contractor

Date

Owner

Date

Contractor's Price Proposal - Summary

Date:	May 30, 2025		
Re:	IQC Master Contract #:	FL-R10-GC02-111821- SCD	
	Work Order #:	135048.01	
	Owner PO #:		
	Title:	City of Opa-Locka - Lift Station #16 Replacement Project. Supplemental	
	Contractor:	Shiff Construction & Development, Inc.	
	Proposal Value:	\$24,825.84	

Section - 01	- \$4,500.00
Section - 28	\$20,159.14
Section - 46	\$9,166.70
Proposal Total	\$24,825.84

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail

Date: May 30, 2025

Re: IQC Master Contract #: FL-R10-GC02-111821- SCD
Work Order #: 135048.01
Owner PO #:
Title: City of Opa-Locka - Lift Station #16 Replacement Project. Supplemental
Contractor: Shiff Construction & Development, Inc.
Proposal Value: \$24,825.84

Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)		
Section - 01					
1	01 22 16 00 0002		EA	Reimbursable FeesReimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt, invoice, or proof of payment shall be submitted with the Price Proposal.	-\$4,500.00
				Quantity Unit Price Factor = Total	
			Installation	-4,500.00 x 1.00 x 1.0000 = -4,500.00	
				Contractor discount to Owner to be inline with estimate provide via email.	
Subtotal for Section - 01					-\$4,500.00
Section - 28					
2	28 42 11 00 0010		EA	Tank Leak Detection Probe	\$20,159.14
				Quantity Unit Price Factor = Total	
			Installation	2.00 x 9,509.03 x 1.0600 = 20,159.14	
				(1) Leak detection probe (set of 3) per pump.	
Subtotal for Section - 28					\$20,159.14
Section - 46					
3	46 82 83 00 0012		EA	Temperature Transmitter, Moore Products Company #343F-A-5-N-1-1-3	\$4,834.34
				Quantity Unit Price Factor = Total	
			Installation	2.00 x 2,280.35 x 1.0600 = 4,834.34	
				(1) Temperature output per pump.	
4	46 82 83 00 0013		EA	2.5" Immersion Length Temperature Sensor, Stainless Steel Well Material, Moore Products Company #344T4-6-X-2-AD-J-A-12Stainless steel fittings, explosion proof, duplex thermocouple, and 1/2" NPT threaded pipewell.	\$2,126.78
				Quantity Unit Price Factor = Total	
			Installation	4.00 x 501.60 x 1.0600 = 2,126.78	
				(2) Temperature sensors per pump.	
5	46 82 83 00 4770		EA	Single Strobe, Single Siren, Audio Visual Alarm Station (Scott Safety AV1-N4X, 978-13x000-0xx)	\$2,205.58
				Quantity Unit Price Factor = Total	
			Installation	2.00 x 1,040.37 x 1.0600 = 2,205.58	
				(1) strobe in panel per pump.	
Subtotal for Section - 46					\$9,166.70
Proposal Total					\$24,825.84

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %



Subcontractor Listing

Date: May 30, 2025

Re: IQC Master Contract #: FL-R10-GC02-111821- SCD
Work Order #: 135048.01
Owner PO #:
Title: City of Opa-Locka - Lift Station #16 Replacement Project. Supplemental
Contractor: Shiff Construction & Development, Inc.
Proposal Value: \$24,825.84

Name of Contractor	Duties	Amount	%
No Subcontractors have been selected for this Work Order		\$0.00	0.00

**AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF OPA-
LOCKA, FLORIDA, AND SHIFF CONSTRUCTION & DEVELOPMENT, INC.
FOR LIFT STATION 9 REPLACEMENT SERVICES**

THIS AMENDMENT entered into between the CITY OF OPA-LOCKA, a Florida municipal corporation, hereinafter "CITY", and Shiff Construction & Development, Inc., a Florida Corporation, hereinafter "CONTRACTOR", hereby amends the Agreement between the parties approved November 20, 2024.

WITNESSETH:

WHEREAS, the City of OPA-LOCKA "City" entered into an agreement with Shiff Construction & Development, Inc. for Lift Station 9 Replacement Services; and

WHEREAS, the Agreement between the parties was entered into pursuant to Resolution 24-161; and

WHEREAS, pursuant to Resolution No. _____, the City Commission approved an amendment to include a Pump Seal Failure Module to prevent leakage, ensure operational efficiency, and extend the life of the pump and related equipment; and

WHEREAS, the parties desire to specifically amend the Project Agreement, Section 2 entitled "Contract Terms" of the original agreement; and

WHEREAS, the Amendment will add Contractor's Work Order Modification Document; and

WHEREAS, the City Commission desires to authorize the City Manager to execute the Amendment to the Original Project Agreement between CITY and Shiff Construction & Development, Inc., as set forth herein.

NOW THEREFORE, in consideration of the mutual terms, conditions, promises, covenants and payments hereinafter set forth in this Amendment, the parties hereby agree to amend follows:

1. The foregoing recitals are true and correct and incorporated herein by reference. Terms not defined herein shall have the same meaning as ascribed to them in the Project Agreement.
2. Page 2, Section 2 of the Agreement entitled "Contract Terms" is hereby amended and shall read:

Section 2. Contract Terms. The Contractor agrees to provide the City with Lift Station 9 Replacement Services in accordance with the City's requirements as set forth herein and the Standard Contract between

Sourcewell and the Contractor dated on or about January 3, 2022 (the "Sourcewell Agreement"), attached hereto and incorporated herein as Exhibit "A". The exhibits are incorporated into this Agreement for all purposes, and are collectively referred to as the "Contract Documents", and represent the entire agreement between the parties. In the event of conflict between or among the Contract Documents, the order of priority shall be: this Agreement, the Sourcewell Agreement and the Contractor's accepted proposal, **attached hereto as Composite Exhibit "B"**)

The foregoing recitations are true and correct and are hereby incorporated by reference. All other provisions of the Agreement, except as modified herein, shall remain in full force and effect.

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first written above.

CITY OF OPA-LOCKA

ATTEST:

OPA-LOCKA CITY CLERK

BY: _____
City Clerk

By: _____
City Manager

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

By: _____
City Attorney

CONSULTANT

**Shiff Construction & Development, Inc., a Florida Corporation authorized to
conduct business in the State of Florida**

By: _____

Print Name: _____

Title: _____

WITNESS:

Print Name _____

Signature _____

STATE OF FLORIDA COUNTY

OF MIAMI-DADE

The forgoing instrument was acknowledged before me this _____ day of
_____, 2025 by [Name and Position] _____
_____, who is personally known to me or has produced
identification and acknowledged that he did execute this instrument for the purpose
stated herein.

Notary Public, State of Florida

Print Name

My Commission Expires:

Work Order Signature Document**EZIQC Contract No.: FL-R10-GC02-111821- SCD**☐**New Work Order**☒**Modify an Existing Work Order**

Work Order Number.: 133497.01

Work Order Date: 05/30/2025

Work Order Title: City of Opa-Locka - Lift Station #9 Replacement Project Supplemental

Owner Name: City of Opa Locka

Contractor Name: Shiff Construction & Development, Inc.

Contact: Adelina Gross

Contact: Justen Shiff

Phone: 7729329572

Phone: 9545242575

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of EZIQC Contract No FL-R10-GC02-111821- SCD.

Brief Work Order Description:

Pump Seal Failure Module Supplemental

Time of Performance

Estimated Start Date:

Estimated Completion Date:

Liquidated Damages

Will apply:

☐

Will not apply:

☒**Work Order Firm Fixed Price: \$24,825.84**

Owner Purchase Order Number:

Approvals

Owner

Date

Contractor

Date

Detailed Scope of Work

To: Justen Shiff
Shiff Construction & Development, Inc.
1350 NE 56th St -Ste. 100
Fort Lauderdale, FL 33334
9545242575

From: Adelina Gross
City of Opa Locka
780 Fisherman Street
Opa-Locka, FL 33054
7729329572

Date Printed: May 30, 2025

Work Order Number: 133497.01

Work Order Title: City of Opa-Locka - Lift Station #9 Replacement Project Supplemental

Brief Scope: Pump Seal Failure Module Supplemental

☐

Preliminary

☐

Revised

☒

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Scope of Work:

- Provide Sulzer (CA 462) Temperature and Leakage Failure Modules for each of (2) pumps.

Subject to the terms and conditions of JOC Contract **FL-R10-GC02-111821- SCD**.

Contractor

Date

Owner

Date

Contractor's Price Proposal - Summary

Date:	May 30, 2025	
Re:	IQC Master Contract #:	FL-R10-GC02-111821- SCD
	Work Order #:	133497.01
	Owner PO #:	
	Title:	City of Opa-Locka - Lift Station #9 Replacement Project Supplemental
	Contractor:	Shiff Construction & Development, Inc.
	Proposal Value:	\$24,825.84

Section - 01	-\$4,500.00
Section - 28	\$20,159.14
Section - 46	\$9,166.70
Proposal Total	\$24,825.84

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail

Date: May 30, 2025

Re: IQC Master Contract #: FL-R10-GC02-111821- SCD
Work Order #: 133497.01
Owner PO #:
Title: City of Opa-Locka - Lift Station #9 Replacement Project Supplemental
Contractor: Shiff Construction & Development, Inc.
Proposal Value: \$24,825.84

Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)		
Section - 01					
1	01 22 16 00 0002		EA	Reimbursable FeesReimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt, invoice, or proof of payment shall be submitted with the Price Proposal.	-\$4,500.00
				Installation	
				Quantity	Unit Price
				-4,500.00	x 1.00
					x 1.0000 =
					Total -4,500.00
				Contractor discount to Owner to be inline with estimate provide via email.	
Subtotal for Section - 01					-\$4,500.00
Section - 28					
2	28 42 11 00 0010		EA	Tank Leak Detection Probe	\$20,159.14
				Installation	
				Quantity	Unit Price
				2.00	x 9,509.03
					x 1.0600 =
					Total 20,159.14
				(1) Leak detection probe (set of 3) per pump.	
Subtotal for Section - 28					\$20,159.14
Section - 46					
3	46 82 83 00 0012		EA	Temperature Transmitter, Moore Products Company #343F-A-5-N-1-1-3	\$4,834.34
				Installation	
				Quantity	Unit Price
				2.00	x 2,280.35
					x 1.0600 =
					Total 4,834.34
				(1) Temperature output per pump.	
4	46 82 83 00 0013		EA	2.5" Immersion Length Temperature Sensor, Stainless Steel Well Material, Moore Products Company #344T4-6-X-2-AD-J-A-12Stainless steel fittings, explosion proof, duplex thermocouple, and 1/2" NPT threaded pipewell.	\$2,126.78
				Installation	
				Quantity	Unit Price
				4.00	x 501.60
					x 1.0600 =
					Total 2,126.78
				(2) Temperature sensors per pump.	
5	46 82 83 00 4770		EA	Single Strobe, Single Siren, Audio Visual Alarm Station (Scott Safety AV1-N4X, 978-13x000-0xx)	\$2,205.58
				Installation	
				Quantity	Unit Price
				2.00	x 1,040.37
					x 1.0600 =
					Total 2,205.58
				(1) strobe in panel per pump.	
Subtotal for Section - 46					\$9,166.70
Proposal Total					\$24,825.84

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Subcontractor Listing

Date: May 30, 2025

Re: IQC Master Contract #: FL-R10-GC02-111821- SCD
Work Order #: 133497.01
Owner PO #:
Title: City of Opa-Locka - Lift Station #9 Replacement Project Supplemental
Contractor: Shiff Construction & Development, Inc.
Proposal Value: \$24,825.84

Name of Contractor	Duties	Amount	%
No Subcontractors have been selected for this Work Order		\$0.00	0.00

RESOLUTION NO. XX-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO AMEND THE CONTRACT WITH SHIFF CONSTRUCTION & DEVELOPMENT, LLC FOR THE REPLACEMENT OF LIFT STATION NO. 16 TO INCLUDE A PUMP SEAL FAILURE MODULE, MODULE, FOR AN AMOUNT NOT TO EXCEED TWENTY-FOUR THOUSAND, EIGHT HUNDRED TWENTY-FIVE DOLLARS AND EIGHTY-FOUR CENTS (\$24,825.84); PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENOR'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Resolution 24-162, the City of Opa-Locka ("City") entered into an agreement with Shiff Construction & Development, LLC for the replacement of Lift Station No. 16 as part of the City's efforts to increase sewer capacity and support the economic development needs of the City; and

WHEREAS, the original cost of the Lift Station No. 16 replacement project was Nine Hundred Forty-Nine Thousand, Four Hundred Eighty-Five Dollars and Ninety-Seven Cents (\$949,485.97), which included demolition, construction, materials, and labor; and

WHEREAS, Shiff Construction & Development, LLC has requested a contract amendment to include a Pump Seal Failure Module, which is designed to prevent the leakage of fluids, ensuring the pump operates effectively while minimizing contamination and damage to surrounding equipment. It plays a crucial role in maintaining the efficiency and safety of pumping systems. The module also helps protect other parts of the pump and surrounding equipment from corrosion or damage caused by exposure to potentially hazardous or corrosive fluids by preventing leakage. The module further helps protect the integrity of the industrial pumping system and the safety of the working environment; and

WHEREAS, the cost for the additional services is Twenty-Four Thousand Eight Hundred Twenty-Five Dollars and Eighty-Four Cents (\$24,825.84); and

WHEREAS, the total amended cost of the project will be Nine Hundred Seventy-Four Thousand Three Hundred Eleven Dollars and Eighty-One Cents (\$974,311.81), with funding provided through American Rescue Plan Act (ARPA) interest pursuant to Budget Amendment #2; and

WHEREAS, the City Commission finds it in the best interest of the City and its residents to authorize the City Manager to amend the contract, in the form attached hereto as Exhibit "A".

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 Manager to amend the contract with Shiff Construction & Development, LLC for the replacement of Lift Station No. 16 to include the Pump Seal Failure Module, for an amount not to exceed Twenty-Four Thousand Eight Hundred Twenty-Five Dollars and Eighty-Four Cents (\$24,825.84), in the form attached hereto as Exhibit "A".

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 as may be authorized by the City Manager, following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED and ADOPTED this _____ day of _____, 2025.

John Taylor, Mayor

ATTEST:

Joanna Flores, City Clerk

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

Burnadette Norris-Weeks, P.A.
City Attorney

Resolution No. XX-XXXX

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____



City of Opa-locka Agenda Cover Memo

Department Manager:	Adelina Gross		Department Director Signature:			
City Manager:	Sha'mecca Lawson		CM Signature:			
Commission Meeting Date:	10.08.2025	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
				X		X X
Funding Source: Account# :	(Enter Fund & Dept.) Ex: See 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#:			
	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 Manager		Department:	Capital Improvements Program		

Short Title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA AUTHORIZING THE CITY MANAGER TO AMEND THE CONTRACT WITH SHIFF CONSTRUCTION & DEVELOPMENT, LLC FOR THE REPLACEMENT OF LIFT STATION NO. 16 FOR FAILURE OF PUMP SEAL MODULE.

Staff Summary:

The City entered into an agreement with Shiff Construction & Development LLC for the replacement of Lift Station No. 16 located at NW 43rd Avenue as part of the City's efforts to increase the sewer capacity and boost the Economic Development of the City .

The proposed fee schedule for this project was \$949,485.97 which included demolition, construction, materials, and labor. The amending of the contract being requested by Shiff Construction & Development LLC will include a Pump Seal Failure Module. This module is designed to prevent the leakage of fluids, ensuring the pump operates effectively while minimizing contamination and damage to surrounding equipment. It plays a crucial role in maintaining the efficiency and safety of pumping systems. The module helps protect other parts of the pump and surrounding equipment

from corrosion or damage caused by exposure to potentially hazardous or corrosive fluids. By preventing leakage, the module also helps to protect the integrity of the industrial pumping system and the safety of the working environment.

The total estimated cost for the additional services will be \$24,825.84 for a total construction cost of \$974,311.81, inclusive of materials, installation and labor for the replacement of the lift station No. 16.

Financial Impact - Budget Amendment #2 increased the total cost of this project by \$25,000 for this module, funded by ARPA interest. ARPA interest, unlike the ARPA grant, wasn't subject to the requirement to have been encumbered by December 31, 2024. This project is only partially completed, and the appropriated funds for this project not utilized by September 30, 2025 will be rolled over into FY 26 in FY 26 Budget Amendment #1.

Proposed Action:

Staff recommends the amendment to the Contract with Shiff Construction & Development LLC and approving the additional fees for services being proposed to complete the replacement of the pump station and extend the life of the equipment.

Attachment:

1. Agenda
2. Resolution No. 24-010 Accepting the Proposal from Shiff Construction & Development LLC
3. Shiff Construction & Development LLC Executed Contract for Lift Station No. 16 Replacement Project
4. Contractor Price Proposal Work Order 133494.01



Work Order Signature Document

EZIQC Contract No.: FL-R10-GC02-111821- SCD

☐

New Work Order

☒

Modify an Existing Work Order

Work Order Number.: 133497.01

Work Order Date: 05/30/2025

Work Order Title: City of Opa-Locka - Lift Station #9 Replacement Project Supplemental

Owner Name: City of Opa Locka

Contractor Name: Shiff Construction & Development, Inc.

Contact: Adelina Gross

Contact: Justen Shiff

Phone: 7729329572

Phone: 9545242575

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of EZIQC Contract No FL-R10-GC02-111821- SCD.

Brief Work Order Description:

Pump Seal Failure Module Supplemental

Time of Performance

Estimated Start Date:

Estimated Completion Date:

Liquidated Damages

Will apply:

☐

Will not apply:

☒

Work Order Firm Fixed Price: \$24,825.84

Owner Purchase Order Number:

Approvals

Owner

Date

Contractor

Date

Detailed Scope of Work

To: Justen Shiff
Shiff Construction & Development, Inc.
1350 NE 56th St -Ste. 100
Fort Lauderdale, FL 33334
9545242575

From: Adelina Gross
City of Opa Locka
780 Fisherman Street
Opa-Locka, FL 33054
7729329572

Date Printed: May 30, 2025

Work Order Number: 133497.01

Work Order Title: City of Opa-Locka - Lift Station #9 Replacement Project Supplemental

Brief Scope: Pump Seal Failure Module Supplemental

☐

Preliminary

☐

Revised

☒

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Scope of Work:

- Provide Sulzer (CA 462) Temperature and Leakage Failure Modules for each of (2) pumps.

Subject to the terms and conditions of JOC Contract **FL-R10-GC02-111821- SCD**.

Contractor

Date

Owner

Date

Contractor's Price Proposal - Summary

Date:	May 30, 2025	
Re:	IQC Master Contract #:	FL-R10-GC02-111821- SCD
	Work Order #:	133497.01
	Owner PO #:	
	Title:	City of Opa-Locka - Lift Station #9 Replacement Project Supplemental
	Contractor:	Shiff Construction & Development, Inc.
	Proposal Value:	\$24,825.84

Section - 01	-\$4,500.00
Section - 28	\$20,159.14
Section - 46	\$9,166.70
Proposal Total	\$24,825.84

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The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail

Date: May 30, 2025

Re: IQC Master Contract #: FL-R10-GC02-111821- SCD
Work Order #: 133497.01
Owner PO #:
Title: City of Opa-Locka - Lift Station #9 Replacement Project Supplemental
Contractor: Shiff Construction & Development, Inc.
Proposal Value: \$24,825.84

Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)		
Section - 01					
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				Quantity Unit Price Factor = Total	
			Installation	-4,500.00 x 1.00 x 1.0000 = -4,500.00	
				Contractor discount to Owner to be inline with estimate provide via email.	
Subtotal for Section - 01					-\$4,500.00
Section - 28					
2	28 42 11 00 0010		EA	Tank Leak Detection Probe	\$20,159.14
				Quantity Unit Price Factor = Total	
			Installation	2.00 x 9,509.03 x 1.0600 = 20,159.14	
				(1) Leak detection probe (set of 3) per pump.	
Subtotal for Section - 28					\$20,159.14
Section - 46					
3	46 82 83 00 0012		EA	Temperature Transmitter, Moore Products Company #343F-A-5-N-1-1-3	\$4,834.34
				Quantity Unit Price Factor = Total	
			Installation	2.00 x 2,280.35 x 1.0600 = 4,834.34	
				(1) Temperature output per pump.	
4	46 82 83 00 0013		EA	2.5" Immersion Length Temperature Sensor, Stainless Steel Well Material, Moore Products Company #344T4-6-X-2-AD-J-A-12Stainless steel fittings, explosion proof, duplex thermocouple, and 1/2" NPT threaded pipewell.	\$2,126.78
				Quantity Unit Price Factor = Total	
			Installation	4.00 x 501.60 x 1.0600 = 2,126.78	
				(2) Temperature sensors per pump.	
5	46 82 83 00 4770		EA	Single Strobe, Single Siren, Audio Visual Alarm Station (Scott Safety AV1-N4X, 978-13x000-0xx)	\$2,205.58
				Quantity Unit Price Factor = Total	
			Installation	2.00 x 1,040.37 x 1.0600 = 2,205.58	
				(1) strobe in panel per pump.	
Subtotal for Section - 46					\$9,166.70
Proposal Total					\$24,825.84

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The Percentage of NPP on this Proposal: %



Subcontractor Listing

Date: May 30, 2025

Re: IQC Master Contract #: FL-R10-GC02-111821- SCD
Work Order #: 133497.01
Owner PO #:
Title: City of Opa-Locka - Lift Station #9 Replacement Project Supplemental
Contractor: Shiff Construction & Development, Inc.
Proposal Value: \$24,825.84

Name of Contractor	Duties	Amount	%
No Subcontractors have been selected for this Work Order		\$0.00	0.00

**AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF OPA-
LOCKA, FLORIDA, AND SHIFF CONSTRUCTION & DEVELOPMENT, INC.
FOR LIFT STATION 16 REPLACEMENT SERVICES**

THIS AMENDMENT entered into between the CITY OF OPA-LOCKA, a Florida municipal corporation, hereinafter "CITY", and Shiff Construction & Development, Inc., a Florida Corporation, hereinafter "CONTRACTOR", hereby amends the Agreement between the parties approved November 20, 2024.

WITNESSETH:

WHEREAS, the City of OPA-LOCKA "City" entered into an agreement with Shiff Construction & Development, Inc. for Lift Station 16 Replacement Services; and

WHEREAS, the Agreement between the parties was entered into pursuant to Resolution 24-162; and

WHEREAS, pursuant to Resolution No. _____, the City Commission approved an amendment to include a Pump Seal Failure Module to prevent leakage, ensure operational efficiency, and extend the life of the pump and related equipment; and

WHEREAS, the parties desire to specifically amend the Project Agreement, Section 2 entitled "Contract Terms" of the original agreement; and

WHEREAS, the Amendment will add Contractor's Work Order Modification Document; and

WHEREAS, the City Commission desires to authorize the City Manager to execute the Amendment to the Original Project Agreement between CITY and Shiff Construction & Development, Inc., as set forth herein.

NOW THEREFORE, in consideration of the mutual terms, conditions, promises, covenants and payments hereinafter set forth in this Amendment, the parties hereby agree to amend follows:

1. The foregoing recitals are true and correct and incorporated herein by reference. Terms not defined herein shall have the same meaning as ascribed to them in the Project Agreement.
2. Page 2, Section 2 of the Agreement entitled "Contract Terms" is hereby amended and shall read:

Section 2. Contract Terms. The Contractor agrees to provide the City with Lift Station 16 Replacement Services in accordance with the City's requirements as set forth herein and the Standard Contract between

Sourcewell and the Contractor dated on or about January 3, 2022 (the "Sourcewell Agreement"), attached hereto and incorporated herein as Exhibit "A". The exhibits are incorporated into this Agreement for all purposes, and are collectively referred to as the "Contract Documents", and represent the entire agreement between the parties. In the event of conflict between or among the Contract Documents, the order of priority shall be: this Agreement, the Sourcewell Agreement and the Contractor's accepted proposal, attached hereto as Composite Exhibit "B")

The foregoing recitations are true and correct and are hereby incorporated by reference. All other provisions of the Agreement, except as modified herein, shall remain in full force and effect.

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first written above.

CITY OF OPA-LOCKA

ATTEST:

OPA-LOCKA CITY CLERK

BY: _____
City Clerk

By: _____
City Manager

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

By: _____
City Attorney

CONSULTANT

**Shiff Construction & Development, Inc., a Florida Corporation authorized to
conduct business in the State of Florida**

By: _____

Print Name: _____

Title: _____

WITNESS:

Print Name _____

Signature _____

STATE OF FLORIDA COUNTY

OF MIAMI-DADE

The forgoing instrument was acknowledged before me this _____ day of
_____, 2025 by [Name and Position] _____
_____, who is personally known to me or has produced
identification and acknowledged that he did execute this instrument for the purpose
stated herein.

Notary Public, State of Florida

Print Name

My Commission Expires:

Work Order Signature Document**EZIQC Contract No.: FL-R10-GC02-111821- SCD**☐**New Work Order**☒**Modify an Existing Work Order**

Work Order Number.: 135048.01

Work Order Date: 05/30/2025

Work Order Title: City of Opa-Locka - Lift Station #16 Replacement Project. Supplemental

Owner Name: City of Opa Locka

Contractor Name: Shiff Construction & Development, Inc.

Contact: Adelina Gross

Contact: Justen Shiff

Phone: 7729329572

Phone: 9545242575

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of EZIQC Contract No FL-R10-GC02-111821- SCD.

Brief Work Order Description:

Pump Seal Failure Module Supplemental

Time of Performance

Estimated Start Date:

Estimated Completion Date:

Liquidated Damages

Will apply:

☐

Will not apply:

☒**Work Order Firm Fixed Price: \$24,825.84**

Owner Purchase Order Number:

Approvals

Owner

Date

Contractor

Date

Detailed Scope of Work

To: Justen Shiff
Shiff Construction & Development, Inc.
1350 NE 56th St -Ste. 100
Fort Lauderdale, FL 33334
9545242575

From: Adelina Gross
City of Opa Locka
780 Fisherman Street
Opa-Locka, FL 33054
7729329572

Date Printed: May 30, 2025

Work Order Number: 135048.01

Work Order Title: City of Opa-Locka - Lift Station #16 Replacement Project. Supplemental

Brief Scope: Pump Seal Failure Module Supplemental

☐

Preliminary

☐

Revised

☒

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Scope of Work:

- Provide Sulzer (CA 462) Temperature and Leakage Failure Modules for each of (2) pumps.

Subject to the terms and conditions of JOC Contract **FL-R10-GC02-111821- SCD**.

Contractor

Date

Owner

Date

Contractor's Price Proposal - Summary

Date:	May 30, 2025	
Re:	IQC Master Contract #:	FL-R10-GC02-111821- SCD
	Work Order #:	135048.01
	Owner PO #:	
	Title:	City of Opa-Locka - Lift Station #16 Replacement Project. Supplemental
	Contractor:	Shiff Construction & Development, Inc.
	Proposal Value:	\$24,825.84

Section - 01	- \$4,500.00
Section - 28	\$20,159.14
Section - 46	\$9,166.70
Proposal Total	\$24,825.84

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail

Date: May 30, 2025

Re: IQC Master Contract #: FL-R10-GC02-111821- SCD
Work Order #: 135048.01
Owner PO #:
Title: City of Opa-Locka - Lift Station #16 Replacement Project. Supplemental
Contractor: Shiff Construction & Development, Inc.
Proposal Value: \$24,825.84

Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)		
Section - 01					
1	01 22 16 00 0002		EA	Reimbursable FeesReimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt, invoice, or proof of payment shall be submitted with the Price Proposal.	-\$4,500.00
			Installation	Quantity Unit Price Factor = Total -4,500.00 x 1.00 x 1.0000 = -4,500.00	
Contractor discount to Owner to be inline with estimate provide via email.					
Subtotal for Section - 01					-\$4,500.00
Section - 28					
2	28 42 11 00 0010		EA	Tank Leak Detection Probe	\$20,159.14
			Installation	Quantity Unit Price Factor = Total 2.00 x 9,509.03 x 1.0600 = 20,159.14	
(1) Leak detection probe (set of 3) per pump.					
Subtotal for Section - 28					\$20,159.14
Section - 46					
3	46 82 83 00 0012		EA	Temperature Transmitter, Moore Products Company #343F-A-5-N-1-1-3	\$4,834.34
			Installation	Quantity Unit Price Factor = Total 2.00 x 2,280.35 x 1.0600 = 4,834.34	
(1) Temperature output per pump.					
4	46 82 83 00 0013		EA	2.5" Immersion Length Temperature Sensor, Stainless Steel Well Material, Moore Products Company #344T4-6-X-2-AD-J-A-12Stainless steel fittings, explosion proof, duplex thermocouple, and 1/2" NPT threaded pipewell.	\$2,126.78
			Installation	Quantity Unit Price Factor = Total 4.00 x 501.60 x 1.0600 = 2,126.78	
(2) Temperature sensors per pump.					
5	46 82 83 00 4770		EA	Single Strobe, Single Siren, Audio Visual Alarm Station (Scott Safety AV1-N4X, 978-13x000-0xx)	\$2,205.58
			Installation	Quantity Unit Price Factor = Total 2.00 x 1,040.37 x 1.0600 = 2,205.58	
(1) strobe in panel per pump.					
Subtotal for Section - 46					\$9,166.70
Proposal Total					\$24,825.84

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Subcontractor Listing

Date: May 30, 2025

Re: IQC Master Contract #: FL-R10-GC02-111821- SCD
Work Order #: 135048.01
Owner PO #:
Title: City of Opa-Locka - Lift Station #16 Replacement Project. Supplemental
Contractor: Shiff Construction & Development, Inc.
Proposal Value: \$24,825.84

Name of Contractor	Duties	Amount	%
No Subcontractors have been selected for this Work Order		\$0.00	0.00

RESOLUTION NO. XX-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, RATIFYING AND AUTHORIZING THE ESTABLISHMENT OF THE “OPA-LOCKA POLICE ATHLETIC LEAGUE CORP” TO SERVE AS A LOCAL POLICE ATHLETIC LEAGUE (PAL) PROGRAM; FURTHER AUTHORIZING THE CITY MANAGER TO TAKE ALL NECESSARY STEPS TO HAVE THE OPA-LOCKA POLICE ATHLETIC LEAGUE (PAL) PROGRAM RECOGNIZED AS A PAL PROGRAM; PROVIDING FOR FINANCIAL REPORTING REQUIREMENTS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENOR’S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Department of Treasury Internal Revenue Service determined on September 5, 2024 that the Opa-Locka Police Athletic League Corp. (PAL program) had obtained 501 (c)(3) status and issued an employee ID number thereby requiring the filing of Form 990-PF; and

WHEREAS, certain fees were paid to the National PAL organization and to the South Florida PAL for membership recognition into the PAL program, along with accompanying prepared bylaws for the organization; and

WHEREAS, the mission of PAL is to promote positive relationships between police officers and young people, reduce juvenile delinquency, and encourage healthy lifestyles, leadership, and community involvement among youth; and

WHEREAS, The City Manager desires that the Opa-Locka Police Department, in partnership with PAL, implement various youth programs including sports leagues, mentoring initiatives, after-school activities, and community service opportunities that will improve youth engagement and public safety; and

WHEREAS, the City Commission desires to authorize and ratify the establishment of the PAL program and any expenses incurred in the formulation of the program; and further authorize the City Manager to take other necessary actions to have the PAL program legitimately recognized as a PAL program within Miami-Dade County; and

WHEREAS, it is anticipated that the first year of the PAL program will require Two Thousand, Five Hundred Dollars (\$2,500.00) to further register the program and obtain the appropriate insurances, and then another Fifteen Thousand (\$15,000.00) for the first-year initiatives to be implemented, for a total amount of Seventeen Thousand Five Hundred Dollars (\$17,500.00); and

WHEREAS, the City Commission finds it in the best interest of the City and its residents to ratify the establishment of the “Opa-Locka Police Athletic League Corp.” and to take all necessary steps, including IRS reporting and preparation of revisions to bylaws, to ensure that the PAL Program legitimately operates as a Police Athletic League (PAL) program within Miami-Dade County.

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 ratifies and authorizes the establishment of the Opa-Locka Police Athletic League Corp. to serve as a local Police Athletic League (PAL) program. The City Manager is further authorized to take all necessary steps to have the Opa-Locka Police Athletic League Corp. legitimately recognized as a PAL program in Miami-Dade County with proper bylaws and structure, and comply with all financial reporting requirements to the Internal Revenue Service.

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 as may be authorized by the City Manager, following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City.

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED and ADOPTED this _____ day of _____, 2025.

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	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____



City of Opa-locka Agenda Cover Memo

Department Director:	Chief Robin Starks		Department Director Signature:				
City Manager:	Sha'mecca Lawson		CM Signature:				
Commission Meeting Date: <i>(Enter X in box)</i>	10.08.2025		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	Yes
					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	City Manager		Department: Capital Improvements Program	Police			

Short Title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA AUTHORIZING THE CITY MANAGER TO ESTABLISH THE OPA-LOCKA POLICE ATHLETIC LEAGUE (PAL).

Staff Summary:

The Police Athletic League (PAL) is a nationally recognized nonprofit organization that partners with law enforcement agencies to provide athletic, recreational, and educational programs for youth. The mission of PAL is to promote positive relationships between police officers and young people, reduce juvenile delinquency, and encourage healthy lifestyles, leadership, and community involvement among youth.

The Opa-locka Police Department, in partnership with PAL, will implement various youth programs including sports leagues, mentoring initiatives, after-school activities, and community service opportunities that have demonstrably improved youth engagement and public safety.

Financial Impact – It's anticipated that the first year of the PAL program will require \$2,500 to register the program and obtain the appropriate insurance and another \$15,000 for the first-year programs. PAL grants won't be available for the first year of the program but should be available in future years to partly fund this program. This program wasn't included in the adopted and FY 25 Budget and will be included in FY 26 Budget Amendment #1.

Proposed Action:

Staff recommend the approval of the establishment of the Police Athletic League program within the City.

Attachment:

The City of Opa-locka **POLICE DEPARTMENT**



"Committed to professionalism and community partnership"

December 26, 2024

Police Department
780 Fisherman Street
Suite 100
Opa-Locka, FL 33054
Voice: 305-681-1033
Fax: 305-953-3417

National Police Athletic League Organization
601 Pennsylvania Ave., NW
South Building, Suite 900
Washington, DC 20004

City Hall
780 Fisherman Street
Opa-Locka, FL 33054
305-688-4611

Dear Sir/Madam,

Kenneth D. Ottley
Chief of Police

The City of Opa-locka would like to express our intention to establish a Police Athletic League (PAL) program, which will be organized under the Opa-locka Police Department.

Dr. Robin R. Starks
Assistant
Chief of Police

The rationale behind this initiative stems from our commitment to fostering positive relationships between law enforcement and the youth in our community. The City of Opa-locka has a vibrant and diverse population, but like many urban areas, we face challenges that can lead to disconnection and misunderstanding between our youth and the police. Establishing a PAL program would serve as a critical bridge, creating opportunities for mentorship, engagement, and collaboration.

John T. Ryan
Captain
Investigations

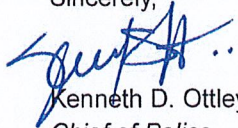
The importance of a PAL program in our community cannot be overstated. By providing structured athletic activities, educational workshops, and community service opportunities, we can promote physical fitness, teamwork, and leadership skills among our youth. These programs will not only help in the development of essential life skills but also encourage positive interactions with police officers, fostering trust and understanding.

Donald Law
Captain
Operations &
Patrol

Moreover, the PAL program aligns with our broader goals of reducing juvenile delinquency and promoting a safer community. Engaging our youth in constructive activities can divert them from negative influences and empower them to make positive choices. By investing in our young people, we are investing in the future of Opa-locka.

We believe that with the support of the National Police Athletic League Organization, we can create a dynamic program that meets the needs of our community. We seek to establish partnerships with local schools, businesses, and community organizations to enhance the reach and impact of our efforts.

Thank you for considering our proposal. I look forward to your positive response.

Sincerely,

Kenneth D. Ottley
Chief of Police



DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023

Date of this notice: 06-25-2024

Employer Identification Number:
99-3686566

Form: SS-4

Number of this notice: CP 575 E

OPA-LOCKA POLICE ATHLETIC LEAGUE
CORP
780 FISHERMAN ST STE 100
OPA LOCKA, FL 33054

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 99-3686566. This EIN will identify your entity, accounts, tax returns, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for business and tax purposes. Some taxpayers receive CP575 notices when another person has stolen their identity and are operating using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

When you submitted your application for an EIN, you checked the box indicating you are a non-profit organization. Assigning an EIN does not grant tax-exempt status to non-profit organizations. Publication 557, Tax-Exempt Status for Your organization, has details on the application process, as well as information on returns you may need to file. To apply for recognition of tax-exempt status, organizations must complete an application on one of the following forms: Form 1023, Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code; Form 1023-EZ, Streamlined Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code; Form 1024, Application for Recognition Under Section 501(a); or Form 1024-A, Application for Recognition of Exemption Under Section 501(c)(4) of the Internal Revenue Code.

Nearly all organizations claiming tax-exempt status must file a Form 990-series annual information return (Form 990, 990-EZ, or 990-PF) or notice (Form 990-N) beginning with the year they legally form, even if they have not yet applied for or received recognition of tax-exempt status.

If you become tax-exempt, you will lose tax-exempt status if you fail to file a required return or notice for three consecutive years, unless a filing exception applies to you (search www.irs.gov for Annual Exempt Organization Return: Who Must File). We start calculating this three-year period from the tax year we assigned the EIN to you. If that first tax year isn't a full twelve months, you're still responsible for submitting a return for that year. If you didn't legally form in the same tax year in which you obtained your EIN, contact us at the phone number or address listed at the top of this letter. For the most current information on your filing requirements and other important information, visit www.irs.gov/charities.



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Not For Profit Corporation

OPA-LOCKA POLICE ATHLETIC LEAGUE CORP

Filing Information

Document Number N24000006833

FEI/EIN Number NONE

Date Filed 06/05/2024

Effective Date 06/01/2024

State FL

Status ACTIVE

Principal Address

780 FISHERMAN STREET

100

OPA LOCKA, FL 33054

Mailing Address

780 FISHERMAN STREET

100

OPA LOCKA, FL 33054

Registered Agent Name & Address

OTTLEY, KENNETH

780 FISHERMAN STREET

100

OPA LOCKA, FL 33054

Officer/Director Detail

Name & Address

Title P

OTTLEY, KENNETH

780 FISHERMAN STREET SUITE 100

OPA LOCKA, FL 33054

Title VP

LLANES, GABRIELLA

780 FISHERMAN STREET SUITE 100

OPA LOCKA, FL 33054



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

OPA-LOCKA POLICE ATHLETIC LEAGUE CORP
780 FISHERMAN STREET SUITE 110
OPA LOCKA, FL 33054

Date:
09/05/2024
Employer ID number:
99-3686566
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: (877) 829-5500
Accounting period ending:
January 31
Form 990-PF required:
Yes
Effective date of exemption:
June 1, 2024
Addendum applies:
No
DLN:
26053642004514

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a private foundation within the meaning of Section 509(a).

You're required to file Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation, annually, whether or not you have income or activity during the year. If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PF" in the search bar to view Publication 4221-PF, Compliance Guide for 501(c)(3) Private Foundations, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

BYLAWS
Of
OPA LOCKA POLICE ATHLETIC LEAGUE, CORP.

Article One: Introduction

These bylaws constitute the code of rules adopted by the OPA-LOCKA POLICE ATHLETIC LEAGUE, CORP. for the regulation and management of its affairs.

Article Two: Members

This organization shall have two “Members”. The two (and only two) “Members “of this corporation shall be the incumbent Chief of Police from the Police Department of the City of Opa-Locka, Florida and the Executive Director (i.e. the actual identity of one “Member” shall change from time to time as the identity of the Chief of Police changes).

Article Three: Directors

Definition of Board of Directors

Executive Board

Group of Executive Directors appointed to act on behalf of, and within the powers granted to them by, with board of directors. Typically it consists of a President, Vice-President, Treasurer, Secretary, Sgt. At Arms, and Financial Secretary.

Advisory Board

The Advisory Board is that group of persons vested with the management of the business and affairs of the Corporation subject to the law, the Articles of Incorporation, and these bylaws.

Board Composition

The “Members” shall appoint all directors on the Advisory Board. The “Members shall inform the Secretary in writing as the identity of the person or persons who are being appointed.

Procedure at Board Meetings

The rules contained in the Handbook on Parliamentary Procedure (Robert’s Rules of Order”) shall govern the meetings of the board of directors.

Terms of Directors

All directors shall serve indefinite terms.

Removal

Members may be removed from the advisory board when they miss three consecutive meetings without approval. In the event of change in position title or separation from the department, the member can be removed without approval.

The “Director’s” may remove any advisory member at any time for any reason by notifying the Secretary in writing of this removal.

All vacancies on the board of directors & the advisory board shall be filled by the “Members” (by submitting a written notification to the Secretary).

Place of Director’s Meeting

Meetings of the Board of Director’s & the Advisory Board, regular or special, will be held at the primary place of business for this Corporation or at any other place within or without the State of Florida as provided or such place or places as the board of directors may designate by resolution duly adopted.

Regular and Special Meetings

Meeting of the Board of Directors may be called by:

1. Board of Directors
2. President
3. Executive Director
4. Officer(s) upon written request of five (3) members, out of seven (5), of the board of directors.

Written notice shall be given to each director at least two (2) days prior to the meeting.

Waiver of Notice

Attendance by a Member at any meeting of the Board of Directors will constitute a waiver of notice of such meeting except where such Member attends the meeting for the express purpose of objecting, at the beginning of the meeting, to the transaction of business because the meeting is not lawfully called or convened.

Quorum

A majority of the incumbent members (not counting vacancies) shall constitute a Quorum for the conduct of business. At Board meetings where a quorum is present, a majority vote of the

Bylaws of Opa-Locka Police Athletic League, Corp.

Members attending shall constitute an act of the BOARD unless a greater number is required by the Articles of Incorporation or any provision of these bylaws.

Self-Dealing

No member shall use confidential information gained by reason of being a member of the Board of Directors for personal gain to the detriment of the corporation. Any member who so abuses confidential information shall be removed from the board by a vote of the Executive Board of Directors at a meeting wherein prior notice of the nature of the proposed removal has been given to each director.

Article Four – Officers

Roster of Officers

The Corporation shall have a President, 1st Vice-President, Treasurer, Financial Secretary, Secretary, and Executive Director. A person may hold more than one office.

Selection and Removal of Officers

All officers shall serve two-year terms or more if committed. Officers shall be elected by the Board of Directors at a yearly meeting or as soon as practical thereafter. Officers shall remain in office until their successor has been selected.

President

The President shall be the Chief Executive of this Corporation and will, subject to the control of the Executive Board of Directors, supervise the affairs of the Corporation. The President will perform all duties incident to such office and such other duties as may be provided in these bylaws or as may be prescribed from time to time by the Executive Board of Directors. The President shall preside at all the board meetings, or appoint someone to be there, and shall exercise parliamentary control in accordance with Robert Rules of Order.

Vice-President

The Vice-President shall act in place of the President in the event of the President's absence, inability, or refusal to act, and shall exercise and discharge such other duties as may be required by the board.

Treasurer

The Treasurer will have manage funds of this Corporation with the Executive Director, will oversee and supervise the financial business of the corporation, will render reports and accountings to the Executive Director as required by the Executive Board of Directors, and will perform in general all duties incident to the office of Treasurer and such other duties as may be required by law, by the Articles of Incorporation, or by these bylaws or which may be assigned from time to time by the Executive Board of Directors.

Financial Secretary

The Financial Secretary shall act in place of the Treasurer in the event the Treasurer's absence, inability, or refusal to act, and shall exercise and discharge such duties as may be required by the board. The Financial Secretary shall also aid with accounting purposes and is involved in several aspect of the company's financials, from incoming money to bill-paying and taxes.

Secretary

The Secretary will keep minutes of all meetings, will be the custodian of the corporate records, will give all notices as are required by law or these bylaws, and generally, will perform all duties incident to the office of Secretary and such other duties as may be required by laws, by the Articles of Incorporation, or by these bylaws.

Executive Director

The Executive Director is the Chief Executive Officer of the Corporation. The Executive Director reports all information to the Executive/Advisory Board of Directors and is responsible for the organization's consistent achievement of its mission and financial objectives. The Executive Director will provide leadership in developing program, organizational, and financial plans with the Executive Board of Directors and staff and carry out plans and policies authorized by the board. The Executive Director shall maintain official records and documents, and ensure compliance with federal, state, and local regulations.

Removal of Officers

Any officer elected or appointed to office may be removed by the Executive Director or the Executive Board of Directors whenever in their judgment the best interest of this Corporation will be served. Such removal, however, will be without prejudice to any contract rights of the Officer so removed.

Article Five Informal Action

Waiver of Notice

Whenever any notice whatever is required to be given under the provisions of the law, the Articles of Incorporation, or these bylaws, a waiver of such notice in writing signed by the person or persons entitled to notice, whether before or after the time stated in such waiver, will be deemed equivalent to the giving of such notice. Such waiver must, in the case of a special meeting of members, specify the general nature of the business to be transacted.

Action by Consent

Any action required by law or under the Articles of Incorporation or by these bylaws, or any action which otherwise may be taken at a meeting of either the members or Executive Board of Directors may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed

by all of the persons entitles to vote with respect to the subject matter of such consent, or all directors in office, and filed with the secretary of the corporation.

Article Six Committees

Appointment of committees

The Executive Board of Directors may from time to time designate and appoint one or more standing committees as it sees fit. Such committees shall have and exercise such prescribed authority as is designated by the Executive Board Directors.

Executive Committee

The seven officers of the Corporation shall constitute the executive committee. The President shall act as chairperson of the executive committee.

Article Seven Operation

Execution of Documents

Except otherwise provided by law, checks, drafts, and orders for the payment of money of the Corporation shall be signed by at least two persons who have previously been designated by a Resolution of the Executive Board of Directors.

Contracts, promissory notes, leases, or other instruments executed in the name of and on behalf of the Corporation shall be signed by the person or persons who may be so designated from time to time by the Executive Board of Directors.

No contract shall be valid unless it has first been authorized or later ratified by a properly adopted Resolution of the Executive Board of Directors.

Books and Records

This Corporation will keep correct and complete books and records of account and will also keep minutes of the proceedings of the Advisory Board Member meetings, Executive Board, and Committees meeting. The Corporation will keep at its principal place of business a membership register giving the names, addresses, and showing classes and other details of the membership of each, and the original copy or a copy of its By-Laws including amendments to date certified by the Secretary of the Corporation.

Inspection of Books and Records

All books and records of this Corporation may be inspected by any Executive Director for any purpose at any reasonable time or written demand.

Loans to Management

This Corporation will make no loans to any of its Executive Directors or Officers.

Amendments

The Executive Board of Directors may adopt Articles of Amendment (amending the Articles of Incorporation). Articles of Amendment must be adopted in accordance with Florida Law and the existing Articles of Incorporation. The bylaws may be amended at any time by a vote of the majority of directors at a meeting where a quorum is present (the bylaws, however, must always conform with the requirements of the Article of Incorporation and in case of a conflict, the Articles of Incorporation shall always govern).

Article Eight Code of Ethics

It is imperative to the success of the Corporation that there is a fully informed, responsive, and reasonable Executive Board of Directors. To accomplish this, each Board member shall conduct themselves at all times in the best interest of the Corporation. In this regard, each Board member shall abide by the following "Code of Ethics". No code or set of rules can be framed which will particularize all the duties of a Board member. The following code of ethics as adopted by the Executive Board as a general guide, yet the enumeration of particular duties should not be construed as a denial of the existence of others equally imperative, though no specifically mentioned.

1. Board Members shall put forth their best effort to attend all meetings and constructively participate in the same.
2. Board Members shall be responsible for insuring that adequate and correct information is presented to their particular constituents.
3. Board Members shall neither by commission or omission foster rumors within the community.
4. Board Members shall exercise good judgment in the control and use of confidential information that may from time to time come into their possession.
5. Each Board Member shall serve as a public relations agent for the Corporation and therefore shall work diligently and properly to promote its goals and objectives while keeping abreast with its overall progress.
6. Except for voting at properly called meetings of the Executive Board of Directors, board members shall refrain from entering into the direct day to day administration of the program unless they are doing so upon express authority given to them by properly adopted Resolution of the Executive Board of Directors.

7. Conflict of Interest and Nepotism. Board Members shall fully disclose at a meeting of the entire Board any and all family and/or financial relationship in regard to “any matter” which is recommended to the board, which the Board must vote upon. “Any matter” includes but is not limited to (a) the purpose of rental of goods; (b) to provide direct or indirect financial assistance through investments, grants, loans or loan guarantees; “Financial relationship” but is not limited to any direct or indirect financial interest in the specific sales or transaction, including a commission or fee, or share of the proceeds, the prospect of promotion, a profit, repayment or funds owed the individual by an assisted business, or any other form of financial reward.
8. Hiring if personnel. It shall be the policy of this Corporation that members of an immediate family shall not serve as staff concurrently. “Family relationship” means immediate family which includes:
 - Husband Wife
 - Father Father-in-law
 - Mother Mother-in-law
 - Brother Brother-in-law
 - Sister Sister-in-law
 - Son Son-in-law
 - Daughter Daughter-in-law

The Executive Board of Directors shall be charged with the responsibility of reviewing any allegations. Board members violating this code or acting in any way, which is detrimental to the success of the Corporation, recommendations will be made to the full Board for final action.

Article Nine Public Statements

Authority to Make Statements: No person, except for the President or the Executive Director, or one that the either appoints, shall be authorized to make any public statements, whether written or oral, purporting to represent the official policy, position, or opinion of this Corporation, without first having obtained the approval of the Executive Board of Directors.

Limitation on Statements: Any person who is authorized to make any public statement, whether written or oral, purporting to represent the official policy, position, recommendation or opinion of the Corporation, shall first make it clear that he or she is representing the Corporation. Thereafter, throughout the entire presentation, he or she shall confine his/her presentation only to those matters, which have been properly approved by the Corporation. He or she shall not at the same time present any statement purporting to represent any other firm, group, or organization or purporting to represent his or her own personal views.

Article Ten Indemnification

Any person (and the heirs, executors, and administrators of such person) made or threatened to be made a party to any action, suit of proceeding by reason of the fact that he is or was a Director or Officer of the Corporation shall be indemnified by the Corporation against any and all liability and

the reasonable expenses, including attorney's fees and disbursements, incurred by him (or his heirs, executors or administrators) in connection with the defense or settlement of such action, suit or proceedings, or in connection with any appearance therein, except in relation to matters as to which it shall be adjudged in such action, suit or proceeding that such Director or Officer is liable for negligence or misconduct in the performance of his duties. Such right of indemnification shall not be deemed exclusive of any other rights to which such Director or Officer (or such heirs, executors or administrators) may be entitled apart from this Article.

OPA LOCKA POLICE ATHLETIC LEAGUE, INC.

**ACTION BY UNANIMOUS CONSENT
OF CORPORATOR**

_____ (Chief of Police) is the sole Incorporator of OPA LOCKA POLICE ATHLETIC LEAGUE, INC. (the "Corporation").

S617.0205, Florida Statutes provides that in cases where there are no initial directors named in the Article of Incorporation, the incorporators shall hold an organizational meeting for the purpose of electing directors and completing the organization of the Corporation. The above-cited statute also provides that the incorporators can take such action without meeting if the actions are evidenced by a written consent signed by each incorporator. With the signature below of its agent, the sole incorporator of this Corporation hereby consents to following actions:

Adoption of Bylaws

The bylaws are hereby adopted. The documents labeled "bylaws" which are attached hereto are a true and correct copy of the bylaws that are hereby being adopted.

Appointment of Board of Directors

The incorporator hereby appoints the members of the initial Executive Board of Directors. The persons chosen as the initial Executive Board of Directors are listed in a document, which is attached hereto and labeled "Exhibit A". Exhibit "A", by this reference, is hereby incorporated into and made a part of this document.

Appointment of Officers

The incorporator hereby appoints the initial officers of the Corporation. The persons chosen as officers are listed in Exhibit "A".

Authorization to Open Bank Account

The incorporator hereby authorizes and directs the Executive Director to open a federally insured account in the name of the Corporation at a bank doing business in Dade County. All checks drawn on this account, in order to be valid, must have the signature of any two or three of the seven officers of this Corporation.

CERTIFICATION

I hereby certify that these bylaws were adopted by the Executive Board of Directors at their meeting held on _____, 2024.

Executive Director

ACCOUNTING YEAR

The accounting year of this Corporation is as follows:

DATE ACCOUNTING YEAR BEGINS: _____

DATE ACCOUNT YEAR ENDS: _____

CONSENT OF INCORPORATOR

With its signature below, the Incorporator hereby consents to the above-cited action by the Corporation.

Dr. Robin Starks

Date: _____

**OPA LOCKA POLICE ATHLETIC LEAGUE, INC.
EXECUTIVE BOARD OF DIRECTORS**

PRESIDENT: _____
Chief of Police

1st VICE PRESIDENT: _____

TREASURER: _____

FINANCIAL TREASURER: _____

FINANCIAL SECRETARY: _____

SECRETARY: _____

TRUSTEE: _____

EXECUTIVE DIRECTOR: _____

RESOLUTION NO. XX-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO CONDUCT A COMPREHENSIVE ASSESSMENT OF THE CITY'S ZONING CODE AND PREPARE RECOMMENDED AMENDMENTS TO MODERNIZE AND ALIGN THE CODE WITH CONTEMPORARY PRINCIPLES, ECONOMIC DEVELOPMENT OBJECTIVES, AND COMMUNITY NEEDS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENOR'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the zoning code is the City of Opa-Locka's primary tool for regulating land use, development and redevelopment; and

WHEREAS, a city's zoning code is used to regulate land use and development within its boundaries. A zoning code also establishes rules for building height, density, setbacks, parking requirements, and more. A zoning code is a key component of the City's comprehensive plan, which outlines long-term development goals and policies; and

WHEREAS, an assessment of the zoning code is needed to ensure consistency with the City of Opa-Locka's Comprehensive Master Plan, other applicable adopted plans, compliance with State and Federal laws, and alignment with contemporary planning practices; and

WHEREAS, an assessment will also identify opportunities to streamline regulatory processes, reduce barriers to development, eliminate obsolete or conflicting provisions, strengthen areas that promote housing diversity, economic development, and mixed-use opportunities; and

WHEREAS, the City Commission desires to direct the City Manager to present a report with recommendations within one hundred eighty (180) days from passage of this resolution summarizing zoning code assessment findings, proposing necessary amendments, and recommending a strategy for implementation. In addition, the City Manager is directed to bring forward amendments and recommendations as they arise throughout the assessment process, rather than waiting until the final report; and

WHEREAS, the City Commission finds it in the best interest of the City and its residents to conduct a comprehensive zoning code assessment and present findings and recommendations within one hundred eighty (180) days from passage of 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 City Manager to conduct a comprehensive zoning code assessment and present recommended findings and recommendations for amendments to modernize and align the zoning code with contemporary principles and economic development objectives within one-hundred eighty (180) days from passage 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 as may be authorized by the City Manager, following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City.

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED and ADOPTED this _____ day of _____, 2025.

John Taylor, Mayor

ATTEST:

Joanna Flores, City Clerk

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

Burnadette Norris-Weeks, P.A.
City Attorney

Resolution No. XX-XXXX

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____



City of Opa-locka Agenda Cover Memo

City Manager:	Shamecca Lawson		CM Signature				
Commission Meeting Date:	10.8.2025	Item Type: (Enter X in box)	Resolution	Ordinance	Other		
			X				
Fiscal Impact: (Enter X in box)	Yes	No	Resolution Reading: (Enter X in box)	1st Reading		2nd Reading	
		X		Public Hearing: (Enter X in box)	Yes	No	Yes
				X		X	X
Funding Source: Account# :	(Enter Fund & Dept) Ex: N/A See Financial Impact section below		Advertising Requirement: (Enter X in box)	Yes		No	
						X	
Contract 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)			
	X						
Sponsor Name	Mayor Taylor		Department:	City Commission			

Short

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA DIRECTING THE CITY MANAGER TO CONDUCT A COMPREHENSIVE ASSESSMENT OF THE CITY'S ZONING CODE AND TO PREPARE RECOMMENDED AMENDMENTS TO MODERNIZE AND ALIGN THE CODE WITH CONTEMPORARY PLANNING PRINCIPLES, ECONOMIC DEVELOPMENT OBJECTIVES, AND COMMUNITY NEEDS.

Staff Summary:

The legislation directs the City Manager to conduct a comprehensive assessment of the City's zoning code, with support from staff and, if necessary, consultants. The zoning code is the City of Opa-locka's primary tool for regulating land use, development, and redevelopment, and the review is intended to ensure consistency with the City's Comprehensive Master Plan and other applicable adopted plans, compliance with State and Federal law, and alignment with contemporary planning practices. The

assessment will also identify opportunities to streamline regulatory processes, reduce barriers to development, eliminate obsolete or conflicting provisions, and strengthen areas that promote housing diversity, economic development, and mixed-use opportunities.

The directive requires the City Manager to present a written report to the Mayor and City Commission within 180 days or before, summarizing the assessment's findings, proposing necessary amendments, and recommending a strategy for implementation. In addition, the City Manager is directed to bring forward amendments and recommendations as they arise throughout the assessment process, rather than waiting until the final report. The fiscal impact will be determined by the Manager based on the level of consultant assistance required.

Financial Impact: The Planning and Community Development Director has indicated his staff is able to assume responsibility for this assessment, and no consultant expenses or other external expense is anticipated.

Attachment:

RESOLUTION NO. XX-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, ENCOURAGING THE CITY MANAGER TO CREATE A MENTAL HEALTH UNIT WITHIN THE CITY'S POLICE DEPARTMENT FOR THE PURPOSE OF DE-ESCALATING INCIDENTS INVOLVING INDIVIDUALS EXPERIENCING A MENTAL HEALTH CRISIS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENOR'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Opa-Locka desires that the City Manager establishes a Mental Health Unit within the City of Opa-Locka's Police Department; and

WHEREAS, such unit would deploy officers and/or civilian specialists trained in Crisis Intervention Team (CIT) protocols to respond to calls for service involving individuals experiencing mental or behavioral health crises; and

WHEREAS, the unit could also coordinate with local hospitals, community-based organizations, and mental health providers to ensure proper referral and follow-up care; and

WHEREAS, in addition the unit could provide ongoing training to all Opa-Locka Police Department personnel in mental health awareness and de-escalation techniques; and

WHEREAS, to support the establishment and sustainability of the unit, if accepted, the City Manager is encouraged to explore and pursue Federal, State, and County grant opportunities, as well as partnerships with nonprofit and community-based mental health agencies; and

WHEREAS, if accepted, the City Manager should report back to the City Commission within ninety (90) days with an implementation plan that includes staffing, training requirements, budget impact if any, and timelines for the unit's full operation; and

WHEREAS, this suggested initiative is intended to represent a proactive step in enhancing community safety, improving outcomes for individuals experiencing mental health crises, and strengthening the department's capacity to respond effectively and compassionately; and

WHEREAS, the City Commission finds it in the best interest of the City and its residents to encourage the City Manager to establish a Mental Health Unit within the Opa-Locka's Police 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 encourages the City Manager to establish a Mental Health Unit within the City of Opa-Locka's Police 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 may be authorized by the City Manager, following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City.

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED and ADOPTED this _____ day of _____, 2025.

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	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____



City of Opa-locka Agenda Cover Memo

City Manager:	Shamecca Lawson			CM Signature			
Commission Meeting Date:	10.8.2025		Item Type: (Enter X in box)	Resolution	Ordinance		Other
				X			
Fiscal Impact: (Enter X in box)	Yes	No	Resolution Reading: (Enter X in box)	1st Reading		2nd Reading	
	X						
				Public Hearing: (Enter X in box)	Yes	No	Yes
					X		X
Funding Source: Account# :	(Enter Fund & Dept) Ex: N/A See Financial Impact section below		Advertising Requirement: (Enter X in box)	Yes		No	
						X	
Contract 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)			
	X						
Sponsor Name	Mayor Taylor		Department:	City Commission			

Short

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA DIRECTING THE CITY MANAGER TO CREATE A MENTAL HEALTH UNIT WITHIN THE POLICE DEPARTMENT FOR THE PURPOSE OF DE-ESCALATING INCIDENTS INVOLVING INDIVIDUALS EXPERIENCING MENTAL HEALTH CRISIS.

Staff Summary:

This legislation authorizes and directs the City Manager to establish a Mental Health Unit within the Opa-locka Police Department. The unit will deploy officers and/or civilian specialists trained in Crisis Intervention Team (CIT) protocols to respond to calls for service involving individuals experiencing mental or behavioral health crises. In addition to direct response, the unit will coordinate with local hospitals, community-based organizations, and mental health providers to ensure proper referral

and follow-up care. The Mental Health Unit will also provide ongoing training to all Opa-locka Police Department personnel in mental health awareness and de-escalation techniques.

To support the establishment and sustainability of the unit, the City Manager is directed to explore and pursue Federal, State, and County grant opportunities, as well as partnerships with nonprofit and community-based mental health agencies. The City Manager shall report back to the Mayor and City Commission within 90 days or before with an implementation plan that includes staffing, training requirements, budget impact if any, and timelines for the unit's full operation. This initiative represents a proactive step in enhancing community safety, improving outcomes for individuals experiencing mental health crises, and strengthening the department's capacity to respond effectively and compassionately.

Financial Impact – There is no financial impact associated with the development of the implementation plan to be presented to the City Commission within 90 days of the adoption of this resolution. However, a financial impact will be included as part of the implementation plan. City staff will initiate a search for relevant grant opportunities to fund this program.

Attachment:

RESOLUTION NO. XX-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO RESEARCH, EXPLORE AND WORK WITH LOCAL STAKEHOLDERS FOR THE ESTABLISHMENT OF A CIVIL CITATION PROGRAM WITHIN THE CITY; TO PROVIDE CITY LAW ENFORCEMENT OFFICERS WITH AN ALTERNATIVE TO ARREST FOR ELIGIBLE NONVIOLENT MISDEMEANORS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENOR'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Opa-Locka desires to establish a Civil Citation Program pursuant to Section 985.12, Florida Statutes, and other relevant statutory provisions; and

WHEREAS, the Florida Legislature has determined that widespread use of prearrest delinquency citation programs have a positive effect on the criminal justice system by immediately holding youth accountable for their actions and contributes to an overall reduction in the crime rate and recidivism in the state; and

WHEREAS, a Civil Citation Program would serve as an alternative to "traditional" arrests for certain nonviolent, first-time misdemeanor offenses; and

WHEREAS, Miami-Dade County has established a prearrest delinquency citation program for misdemeanor offenses working in conjunction with the state attorney and public defender and participating law enforcement agencies in an effort to promote public safety, fairness, and rehabilitation while reducing long-term consequences of criminal records on employment, education, and housing opportunities; and

WHEREAS, certain established misdemeanor offenses would qualify for participation in the program and the City Manager is directed to research, explore and work with local stakeholders for the establishment of a civil citation program within the City of Opa-Locka (Police Department) for the benefit of first-time, nonviolent misdemeanor offenses with necessary guidelines; and

WHEREAS, participants would be required to complete sanctions, such as community service, educational, substance abuse, or behavioral counseling, and restitution to victims where applicable; and

WHEREAS, successful completion of the program would result in no criminal record or prosecution for the cited offense, while failure to comply with program requirements could result in referral back to the State Attorney's Office for prosecution; and

WHEREAS, the City Manager is directed to research, explore and work with local stakeholders for the establishment of a civil citation program within the City of Opa-Locka; and

WHEREAS, the program is projected to require a Diversion Coordinator to be housed within the City once established and the City Commission directs an annual report to be provided to the City Commission detailing the number of civil citations issued, program completion rates, and the overall impact on public safety; and

WHEREAS, the City Commission finds it in the best interest of the City and its residents to direct the City Manager to research, explore and work with local stakeholders for the establishment of a civil citation program within the City of Opa-Locka.

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 Manager is hereby directed to research, explore and work with local stakeholders for the establishment of a civil citation program within the City of Opa-Locka. The City Manager is further directed to explore the possibility of obtaining a Diversion Coordinator, and reporting annually to the City Commission detailing the number of civil citations issued, program completion rates, and the overall impact on public safety.

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 may be authorized by the City Manager, following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City.

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED and **ADOPTED** this _____ day of _____, 2025.

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	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____



City of Opa-locka Agenda Cover Memo

City Manager:	Shamecca Lawson			CM Signature				
Commission Meeting Date:	10.8.2025		Item Type: (Enter X in box)	Resolution	Ordinance		Other	
				X				
Fiscal Impact: (Enter X in box)	Yes	No	Resolution 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: N/A See Financial Impact section below		Advertising Requirement: (Enter X in box)	Yes		No		
							X	
Contract 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)				
		X						
Sponsor Name	Mayor Taylor		Department:	City Commission				

Short

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA DIRECTING THE CITY MANAGER TO ESTABLISH A CIVIL CITATION PROGRAM WITHIN THE OPA-LOCKA POLICE DEPARTMENT FOR THE PURPOSE OF PROVIDING OUR LAW ENFORCEMENT OFFICERS WITH AN ALTERNATIVE TO ARREST FOR ELIGIBLE NONVIOLENT MISDEMEANORS.

Staff Summary:

The establishment of a Civil Citation Program would serve as an alternative to traditional arrests for certain non-violent misdemeanor offenses. The program is intended to promote public safety, fairness, and rehabilitation while reducing the long-term consequences of criminal records on employment, education, and housing opportunities. Program eligibility will be limited to individuals committing a first-time, nonviolent misdemeanor who provide valid identification at the time of the incident and consent to adhere to the program guidelines.

Individuals issued a civil citation will be required to complete sanctions, which may include community service, educational, substance abuse, or behavioral counseling programs, and restitution to victims when applicable. Successful completion of the program will result in no criminal record or prosecution for the cited offense, while failure to comply with program requirements may result in referral back to the State Attorney's Office for prosecution. The City Manager is directed to coordinate with Miami-Dade County, local service providers, and community-based organizations to administer program requirements and ensure accessible services for participants. An annual report will be provided to the Mayor and City Commission detailing the number of civil citations issued, program completion rates, and the overall impact on public safety.

Financial Impact: The program will require a Diversion Coordinator. It is not anticipated that there would be a large number of offenders eligible for this program. Consequently, it is anticipated that these responsibilities would be carried out by a Reserve Officer if available at no cost to the City or a part-time employee at an annual cost of approximately \$36,000. This program isn't included in the adopted FY 26 budget and will be addressed in FY 26 Budget Amendment #1.

Attachment:

RESOLUTION NO. XX-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING RESOLUTION NO. 12-8465 PERTAINING TO THE APPOINTMENT OF JOANNA FLORES AS CITY CLERK OF THE CITY OF OPA-LOCKA, FLORIDA; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDINGG FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 3.6 of the City of Opa-Locka's Charter, the City Clerk was appointed by a majority vote of the City Commission on October 12, 2012; and

WHEREAS, pursuant to Resolution No. 12-8465, such appointment incorporated specific terms and conditions of employment, along with other amendments; and

WHEREAS, pursuant to Resolution 25-046 the City Commission increased the salary of the City Clerk by amending Section 3 (a) of Resolution No. 12-8465 to increase the salary of the City Clerk to One Hundred and Twenty-Five Thousand Dollars (\$125,000.00) from a prior amendment which increased the salary to One Hundred Thousand (\$100,000.00); and

WHEREAS, for purposes of consistency to ensure that all terms and conditions are clear related to employment of the City Clerk, the City Commission desires to further amend Resolution No # 12-8465, with the consent of the City Clerk as shown by her acknowledgment contained in Exhibit "A" to replace the terms of Resolution No. 12-8465 with the terms specified set forth in this Resolution; and

WHEREAS, the City Commission finds that it is in the best interests of the City Opa-Locka to amend Resolution No. 12-8465 to wholly clarify the terms of employment with the City Clerk.

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, Florida hereby amends Resolution No. 12- 8465 to replace said provisions with those set forth as follows:

The following employment terms shall apply to the City of Opa-Locka City Clerk:

- a. The City Clerk is to receive an annual base salary of \$125,000.00 per year which shall be payable in bi-weekly installments at the same time that other employees of the city are paid. The City Clerk shall be entitled to an automatic increase in salary of 3% per year beginning FY 2026-2027. The City, at its option, may annually review said base salary and/or other benefits of the City Clerk and increase same in such amounts and to such an extent as the City Commission may determine desirable.
- b. The City Clerk shall receive Six Hundred Dollars (\$600.00) per month for car allowance, which includes maintenance and insurance.
- c. The City Clerk shall accrue and receive personal annual leave of twenty-five (25) days per year and annual sick leave of fifteen (15) days per year, both of which may be rolled over if unused in any year. At the time of separation from the city, the city clerk will be entitled to be paid for any unused annual personal leave and unused sick leave.
- d. The City agrees to provide the City Clerk and dependents with full family coverage and shall receive the city's premium insurance package, including health insurance (PPO Plan), major medical, life insurance, accident, disability benefits, non-cosmetic dental insurance and vision.
- e. The City shall pay the required premiums for basic life insurance coverage at the City Clerk's salary level, and, in addition, the City shall provide a supplemental life and disability policy to the City Clerk, provided, however, that the yearly cost of said policy will not exceed 7% of the City Clerk's annual base salary.
- f. The City shall provide travel insurance for the City Clerk while she is traveling on city business, with the City Clerk to name a beneficiary.
- g. The City shall contribute to the Florida Retirement System in the amount applicable with Senior Management category. The City shall execute all necessary agreements on behalf of the City Clerk's retirement benefit participation in ICMA-RC and contribute into the ICMA deferred compensation an amount equal to 9% of the City Clerk's annual base salary.
- h. The City will pay up to Three Thousand Dollars (\$3,000.00) reasonable professional fees and expenses for the City Clerk, including travel related to City

business. All such expenses and other reasonable incurred business expenses shall be charged on a City credit card to be provided to the City Clerk. All such expenses and reimbursements shall be subject to the furnishing of original paid receipts or original invoices, and appropriate backup.

- i. The City will pay certain expenses of a non-personal and job-affiliated nature and agrees to reimburse the City Clerk for such general expense. All such expenses and reimbursements shall be subject to the furnishing of original paid receipts or original invoices, and appropriate backup to be provided to the City Manager.
- j. The City will defend, save harmless and indemnify the City Clerk against any tort, professional liability claims and demand or other legal action out of an alleged act or omission occurring in connection with the performance of her duties, so long as the City Clerk is acting within the scope of her employment. The City, or its insurance carrier, will pay or settle any such claim or suit or judgement rendered thereon.
- k. The City shall bear the cost of any fidelity or other bonds required of the City Clerk under any law or the City Charter.
- l. The City Commission operating as a body, in consultation with the City Clerk, shall fix any such reasonable terms and conditions of employment, as it may determine from time to time, relating to the performance of the City Clerk, provided such terms and conditions are not inconsistent with, or in conflict with, the provisions of this resolution, City Charter or any other law.
- m. All provisions of the City Charter, Code, Rules and Regulations of the City, relating to annual and sick leave, retirement and pension system contribution, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended, also shall apply to the City Clerk as they would to other employees of the City, in addition to said benefits enumerated specifically herein for the benefit of the City Clerk, except as herein provided.
- n. The City Clerk shall be entitled to such other benefits (such as paid holidays) as are generally afforded to other City employees.
- o. The City Clerk shall receive any earned and accrued annual and sick leave time and benefits earned within thirty (30) days from the date of termination.
- p. In the event of termination of employment for any reason other than misconduct as defined in Section 443.036(29), Florida Statutes, the City Clerk will be entitled to a lump-sum severance payment from the City, equal to twenty (20) weeks severance pay as defined in Florida Statute Section 215.425 to be paid within thirty

(30) days from the date of termination. Additionally, the City Clerk shall receive payment for any earned and accrued annual and sick leave time and benefits earned within thirty (30) days from the date of termination.

- q. The terms and passage of this resolution shall constitute an agreement by both parties and cannot be changed, unless agreed upon by both parties in writing.

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 may be authorized by the City Manager, following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City.

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED and ADOPTED this _____ day of _____, 2025.

John Taylor, Mayor

ATTEST:

Joanna Flores, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Sponsored by: Mayor Taylor

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass _____

Commissioner Santiago _____

Commissioner Ervin _____

Vice Mayor Kelley _____

Mayor Taylor _____

EXHIBIT "A"

**I, JoAnna Flores, agree in all respects with the terms set forth in Resolution
_____ attached hereto.**

PRINT

Joanna Flores, City Clerk



City of Opa-locka Agenda Cover Memo

City Manager:	Sha'mecca Lawson		CM Signature:		
Commission Meeting Date:	10.8.2025	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 X
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	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>	
Sponsor Name	Mayor Taylor		Department:	City Commission	

Short Title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA AMENDING RESOLUTION NO. 12-8465 WHICH APPOINTED JOANNA FLORES AS THE CITY CLERK.

Staff Summary:

In accordance with Resolution No. 12-8465, Joanna Flores was appointed as the City Clerk. During the May 28th, 2025, Regular Commission Meeting the City Commission adopted Resolution No.25-046 authorizing an increase in the City Clerk's salary from \$100,000 to \$125,000. This was the first amendment to the employment agreement between Joanna Flores and the City of Opa-locka. The Mayor now desires to further amend the resolution to grant additional incentives and/benefits on behalf of the City Clerk.

Financial Impact: The primary issue is the reinstatement of the \$600 per month car allowance. This will be addressed in FY 26 Budget Amendment #1. There is a second provision which guarantees a 3% annual wage increase in future years which wasn't present in the current contract. This will have no impact on FY 26.

Proposed Action:

Staff will adhere to the direction of the City Commission.

RESOLUTION NO. XX-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO CONSULT THE CITY ATTORNEY PRIOR TO EMPLOYEE TERMINATIONS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENOR'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka ("City") employs personnel in various departments that are represented by the AFSCME and PBA labor union collective bargaining agreements; and

WHEREAS, termination actions involving union employees are subject to specific legal and procedural safeguards; and

WHEREAS, the City Commission desires early communication between the City Manager and the City Attorney to mitigate costly grievances, arbitrations and litigation, where possible; and

WHEREAS, the City Commission desires to institute a legal review that will support the City Manager's decision making authority; and

WHEREAS, the City Commission finds it in the best interest of the City and its residents to direct the City Manager to consult the City Attorney prior to termination of employees, especially those in collective bargaining units.

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 City Manager to consult with the City Attorney prior to termination of city employees.

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 as may be authorized by the City Manager, following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City.

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED and **ADOPTED** this _____ day of _____, 2025.

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	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____



City of Opa-locka Agenda Cover Memo

City Manager:	Sha'mecca Lawson		CM Signature:		
Commission Meeting Date: (Enter X in box)	10.08.2025		Item Type:	Resolution	Ordinance
			(Enter X in box)	X	
Fiscal Impact: (Enter X in box)	Yes	No	Ordinance Reading: (Enter X in box)	1st Reading	
	X		Public Hearing: (Enter X in box)	Yes	No
					X
Funding Source: Account# :	(Enter Fund & Dept.) Ex: See Financial Impact Section		Advertising Requirement: (Enter X in box)	Yes	
				No	
		X		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)	
	X				
Sponsor Name	Vice Mayor		Department:	City Commission	

Short Title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA DIRECTING THE CITY MANAGER TO CONSULT WITH THE CITY ATTORNEY PRIOR TO THE TERMINATION OF AN EMPLOYEE, ESPECIALLY THOSE IN THE COLLECTIVE BARGAINING UNITS.

Staff Summary:

The City employs personnel in various departments that are represented by the AFSCME and PBA labor unions' collective bargaining agreements (CBAS). Termination actions involving union employees are subject to specific legal and procedural safeguards. Vice Mayor believes early communication between the City Manager and the City Attorney can mitigate costly grievances, arbitrations and litigations. This directive shall not be intended to delay operational decisions but rather to add a layer of legal review and sufficiency to support the City Manager and protect the City's interests.

Financial Impact – There is no financial impact to this resolution.

Proposed Action:

Staff will adhere to the direction of the City Commission.

Attachment:

RESOLUTION NO. XX-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO DEVELOP A CITY-WIDE ARTIFICIAL INTELLIGENCE (AI) POLICY TO ENSURE THE LEGAL, ETHICAL, AND SECURE USE OF AI TECHNOLOGY; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENOR'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the use of Artificial Intelligence (AI) is rapidly expanding, including in government operations; and

WHEREAS, the City Commission recognizes the potential benefits but also associated risks of deploying AI systems, including concerns related to privacy, security and accountability; and

WHEREAS, the development of a citywide artificial intelligence policy will ensure that all current and future uses of AI by the City are conducted in a manner that is legally compliant, ethically responsible, transparent, and secure; and

WHEREAS, the City Manager shall present the completed Policy to the City Commission for final adoption; and

WHEREAS, the City Commission finds it in the best interest of the City and its residents to develop a citywide Artificial Intelligence (AI) policy to ensure the legal, ethical, and secure use of AI technology.

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 City Manager to develop a citywide Artificial Intelligence (AI) policy to ensure the legal, ethical, and secure use of AI technology.

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 as may be authorized by the

City Manager, following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED and **ADOPTED** this _____ day of _____, 2025.

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	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____



City of Opa-locka Agenda Cover Memo

City Manager:	Sha'mecca Lawson		CM Signature:		
Commission Meeting Date:	10.08.2025		Item Type:	Resolution	Ordinance
			<i>(Enter X in box)</i>	X	
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st 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	Vice Mayor		Department:	City Commission	

Short Title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA DIRECTING THE CITY MANAGER TO DEVELOP A CITY-WIDE ARTIFICIAL INTELLIGENCE (AI) POLICY TO ENSURE THE LEGAL AND ETHICAL AND SECURE USE OF AI TECHNOLOGY.

Staff Summary:

The use of Artificial Intelligence (AI) technologies is expanding rapidly, including in local government operations. Vice Mayor recognizes both the potential benefits and associated risks of deploying AI systems, including concerns related to privacy, security and accountability. The development of a citywide artificial intelligence policy will ensure that all current and future uses of AI by the City are conducted in a manner that is legally compliant, ethically responsible, transparent, and secure.

Financial Impact – There is no financial impact to develop an Artificial Intelligence policy.

Proposed Action:

Staff will adhere to the direction of the City Commission.

Attachment:

RESOLUTION NO. XX-XXXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO CONDUCT A FEASIBILITY STUDY AND COST COMPARISON OF AN IN-HOUSE CITY ATTORNEY VERSUS CONTRACTED CITY ATTORNEY SERVICES; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR SCRIVENOR'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka ("City") currently obtains legal services from an outside law firm; and

WHEREAS, as part of ongoing efforts to ensure fiscal responsibility, operational efficiency, and alignment with the City's long-term goals, Commissioner Santiago has expressed interest in exploring alternative legal service models; and

WHEREAS, the City Manager is authorized to conduct a feasibility study and cost comparison evaluating the benefits, costs, and operational impacts of establishing an in-house City Attorney position versus continuing the City's current contracted legal services; and

WHEREAS, the City Commission finds it in the best interest of the City and its residents to direct the City Manager to conduct a feasibility study and cost comparison of in-house versus contracted City Attorney services.

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 City Manager to conduct a feasibility study and cost comparison of in-house versus contracted City Attorney services.

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 may be authorized by the City Manager, following review by the City Attorney and without need of public hearing, by filing a corrected copy of same with the City.

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon adoption and is subject to the approval of the Governor or his designee.

PASSED and **ADOPTED** this _____ day of _____, 2025.

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	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____



City of Opa-locka Agenda Cover Memo

City Manager:	Sha'mecca Lawson		CM Signature:		
Commission Meeting Date:	10.8.2025	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	X
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	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>	
Sponsor Name	Commissioner Santiago		Department:	City Commission	

Short Title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, DIRECTING THE CITY MANAGER TO CONDUCT A FEASIBILITY STUDY AND COST COMPARISON OF AN IN-HOUSE CITY ATTORNEY VERSUS CONTRACTED CITY ATTORNEY SERVICES.

Staff Summary:

The City currently obtains legal services through a contract with an outside law firm. As part of ongoing efforts to ensure fiscal responsibility, operational efficiency, and alignment with the City's long-term goals, the sponsor has expressed interest in exploring alternative legal service models.

The City Manager shall be authorized to conduct a feasibility study and cost comparison evaluating the benefits, costs, and operational impacts of establishing an in-house City Attorney position versus continuing or modifying the City's current contracted legal services.

Financial Impact – There is no financial impact in conducting a feasibility study of various options for obtaining legal services for the City.

Proposed Action:

Staff will adhere to the direction of the City Commission.

Attachment:

Vice-Mayor Kelley

ORDINANCE NO. XX-XX

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA AMENDING CHAPTER 13 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES, ENTITLED "LICENSES AND BUSINESS REGULATIONS", ARTICLE XIV ENTITLED "LANDLORD PERMIT", SPECIFICALLY AMENDING SECTION, 13-274(3) TO REQUIRE ALL APARTMENT BUILDINGS WITH ONE HUNDRED TWENTY (120) UNITS OR MORE TO NOW REQUIRE ARMED SECURITY AND A LIVE-IN PROPERTY MANAGER AND FURTHER REQUIRE THAT ALL APARTMENT BUILDINGS WITHIN THE CITY WITH EIGHTY FIVE (85) UNITS UP TO ONE HUNDRED NINETEEN (119) UNITS HAVE A SECURITY GUARD ON-SITE TWENTY FOUR HOURS A DAY AND SEVEN DAYS A WEEK REQUIRING SEMI-ANNUAL INSPECTIONS FOR COMPLIANCE; AMENDING SECTION 13-278(B) TO REQUIRE PERMIT APPLICANTS WITH ONE HUNDRED TWENTY (120) APARTMENT UNITS OR MORE TO COMPLETE A SEPARATE FORM TO BE CREATED BY CITY, CONTAINING THE NAME OF THE ON-SITE PROPERTY MANAGER AND ACKNOWLEDGMENT THAT A DAILY LOG WILL BE KEPT CONTAINING THE NAME OF THE ON-SITE OFF-DUTY POLICE OFFICER BEFORE A PERMIT SHALL ISSUE; FURTHER, ALL APPLICANTS WITH UNITS OF EIGHTY-FIVE (85) UP TO ONE HUNDRED NINETEEN (119) UNITS SHALL REQUIRE ON A SEPERATE FORM CREATED BY THE CITY AND COMPLETED BY THE APPLICANT CONTAINING THE NAME OF THE ON-SITE SECURITY OFFICER BEFORE A PERMIT SHALL BE ISSUED; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on November 19, 2020, the City Commission of the City of Opa-Locka passed Ordinance No. 2020-20, requiring that all apartment buildings with One Hundred

Fifty (150) Units or more to be required to have onsite armed off-duty police officer security and Landlord Permit Applicants with One Hundred Fifty (150) or more apartment units to complete a separate form, to be created by City, containing an acknowledgment that a daily log will be kept containing the name of the on-site armed off-duty police officer before a Landlord Permit is issued; and

WHEREAS, Ordinance 2020-20 was enacted to address safety concerns in large multi-unit residential properties by mandating security measures based on property size; and

WHEREAS, since implementation, observations and community feedback indicate a need to strengthen these requirements by adjusting thresholds and ensuring consistent enforcement; and

WHEREAS, lowering the armed security threshold for units requiring an on-site property manager and the name(s) for on-site security officers before a permit issues, while implementing semi-annual inspections will promote accountability and verify ongoing compliance; and

WHEREAS, Article VIII, Section 2 of the Florida Constitution and Chapter 166 of Florida Statutes, the City of Opa-Locka ("City") has been granted a broad exercise of home rule powers granted by the constitution which includes the power and authority to enact regulations for valid governmental purposes that are not prohibited by general or special law; and

WHEREAS, the City Commission of the City of Opa-Locka desires to make certain amendments to Chapter 13, Article XIV of the City's Code of Ordinances entitled "Landlord Permit", to amend Section 13-274(3) and Section 13-278(b) to lower the off-duty officer threshold to one hundred twenty (120) units and require 24-hour on-site security guard for Eighty-Five (85) units (up to One-Hundred Nineteen (119) units); and

WHEREAS, the City Commission has determined that it will be in the best interest of the City to specifically amend the aforementioned sections of the City's Code of Ordinances.

WHEREAS, upon adoption of this legislation, the City Manager shall inform the management of all impacted apartment complexes of the new requirements and allow thirty (30 days) to come into compliance with this legislation.

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 Chapter 13 "Licenses and Business Regulations", Article XIV entitled "Landlord Permit", to amend Section 13-274(3) which shall read:

Chapter 13. Licenses and Business Regulations
ARTICLE XIV. - LANDLORD PERMIT

Sec. 13-274. - Landlord permit required.

Every owner of a dwelling or dwelling unit within the city, is required to apply for an annual landlord permit from the city manager or his/her designee prior to leasing, subleasing, renting or otherwise allowing the occupancy of any dwelling or dwelling unit for the purpose of tenancy of unit to another natural person or other natural persons, whether or not for consideration. In the case of multiple owners of any such dwelling or dwelling unit, it shall be sufficient for any one (1) of the owners to have obtained a permit on the dwelling or unit. The application shall be in writing and on a form provided by the city.

(1) It is hereby deemed unlawful for any person to lease, sublease, rent or allow the occupancy of any dwelling or dwelling unit for the purpose of tenancy, whether or not for consideration, without first obtaining the required landlord permit.

(2) No structure, single-family dwelling, two (2) family dwelling, three (3) family dwelling, four (4) family dwelling, multiple-family dwelling, rooming house, dormitory or other dwelling or dwelling unit used for the purpose of tenancy or leasing, subleasing, or rental shall be occupied by anyone other than an owner or his/her family member, without first obtaining a landlord permit therefor, from the city as may be required herein.

(3) All apartment buildings within the city with ~~one hundred fifty (150) of one hundred twenty (120) or~~ more units shall be required to have an onsite property manager who shall live on the premises and be responsible to residents for addressing life, health and safety issues. In addition, armed off-duty police officer security shall be required to protect the life, health, and safety of tenants.

Apartment buildings with eighty-five (85) units up to One-Hundred Nineteen (119) units shall have a security guard on-site twenty-four (24) hours a day and seven (7) days a week. The City shall conduct semi-annual inspections for compliance.

Section 3. Amending Chapter 13 "Licenses and Business Regulations", Article XIV entitled "Application procedures", to amend language of Section 13-278(b) to require applicants with one hundred twenty (120) or more apartment units to maintain a daily log containing the names of any and all on-site twenty-four (24) hour armed off-duty

police officers and a separate acknowledgment form for 24-hour on-site security guards for apartment buildings with units of eighty-five (85) units up to one-hundred nineteen (119) units, before a permit is issued and shall read:

Sec. 13-278. - Application procedures.

(a) No landlord permit shall be issued or granted to any person unless an application is filed with the city manager, or his/her designee on forms provided for that purpose, disclosing the following:

(1) The landlord's name, address and telephone number, and any other emergency contact information. Any changes in such information during the period for which the landlord permit is issued shall be made to the city manager or his/her designee, in writing.

(2) If the applicant is a corporation or partnership, the full name and address of the corporation or partnership and the state of incorporation. Applicant must submit a copy of the articles of incorporation.

(3) If the property is mortgaged, the name and address of the mortgagee.

(4) The number of dwelling units and number of bathrooms and bedrooms in each unit.

(5) Whether the applicant and/or its principals has ever been cited for, or found in violation of any required housing standards and if so, the date, jurisdiction, nature of violation and disposition of violation.

(b) All applicants and permits shall be assigned a number, which may be an individual's social security number, a corporation's federal tax number, or such other uniform method of numbering selected by the city manager or his designee. For all applications involving apartment buildings within the City with ~~One Hundred Fifty (150)~~ **one hundred twenty (120)** or more units, a separate form, to be created by the city, shall be completed by the applicant containing the name of the on-site property manager and an acknowledgment that a daily log will be kept containing the name of the on-site armed off-duty police officer before a permit shall issue. **For applicants with units of eighty-five (85) up to one hundred and nineteen (119) units, a separate form to be created by the city shall be completed by the applicant containing the name of the on-site security officer before a permit shall be issued.**

(c) Statement of accuracy: The application form shall contain the following language:

"The undersigned has carefully reviewed this application and all facts, figures, statements contained in this application are true, correct, and complete. The applicant also acknowledges and understands that the issuance of the City Landlord Permit is contingent upon a compliance inspection and in conjunction with the issuance of a Certificate of Occupancy. The undersigned understands that failure to comply with the City's Ordinances may result in revocation of said Landlord Permit."

(d) The applicant shall print and sign his or her name on the application immediately after the statement required in subsection (c) above. In the case of a corporation, an officer shall be required to sign the application in his individual capacity and not solely as a corporate agent.

(e) Dwelling or dwelling units that are required to obtain a certificate of occupancy pursuant to § 110 of the Florida Building Code, must do so prior to the issuance of a landlord permit. The city shall honor any certificate of occupancy issued by Miami-Dade County provided that the occupancy for which the certificate was issued remains the same.

(f) State license, certification, registration required. All premises regulated by the state must submit a copy of their current state license, certification, and/or registration prior to the issuance of their landlord permit and thereafter each year at time of renewal. Only the state license itself or receipt therefor shall constitute proof of current state license.

(g) Landlord permits shall not be issued unless:

(1) There has been a site inspection of the dwelling or dwelling unit(s) by the city.

(2) The city has verified compliance with all applicable laws and regulations and has collected all applicable fees due to the city.

Section 4. Other Language Remaining Same. All other language set forth in Chapter 13 that is not otherwise amended herein shall remain the same.

Section 5. Conflict & Repealer.

All ordinances, parts of ordinances or code provisions in conflict herewith ordinance are hereby repealed.

Section 6. Severability.

The provisions of this Ordinance are severable, and it is the legislative intention to confer upon the whole or any part of the Ordinance the powers herein provided. If any provision of this Ordinance shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any remaining provisions of the Ordinance. It is hereby declared to be the legislative intent that this Ordinance would have been adopted had such unconstitutional provision not been included herein.

Section 7. Inclusion In Code.

It is the intention of the City Commission of the City of Opa-locka that the provisions of this Ordinance shall, at some time in the future, become and be made a part of the General Code of Ordinances of the City of Opa-Locka and that the sections of this Ordinance may be renumbered or re-lettered and the word "Ordinance" may be changed to "Chapter," "Section," "Article" or such other appropriate word or phrase, the use of which shall accomplish the intentions herein expressed.

Section 8. Scrivener's Errors.

Sections of this Ordinance may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent as may be authorized by the Interim

City Manager without need of public hearing following review by the City Attorney, by filing a corrected or re-codified copy of same with the City Clerk.

Section 9. Effective Date.

This Ordinance shall, upon adoption, become effective as specified by the City of Opa-Locka Code of Ordinances and the City of Opa-Locka Charter.

PASSED FIRST READING this __ day of _____ 2025.

PASSED SECOND READING this __ day of _____ 2025.

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 _____

Commissioner Santiago _____

Commissioner Ervin _____

Vice Mayor Kelley _____

Mayor Taylor _____



City of Opa-locka Agenda Cover Memo

City Manager:	Shamecca Lawson			CM Signature			
Commission Meeting Date:	10.8.2025		Item Type: (Enter X in box)	Resolution	Ordinance	Other	
					X		
Fiscal Impact: (Enter X in box)	Yes	No	Resolution Reading: (Enter X in box)	1st Reading		2nd Reading	
		X		Public Hearing: (Enter X in box)	Yes	No	Yes
				X		X	
Funding Source: Account# :	(Enter Fund & Dept) Ex: N/A See Financial Impact section below		Advertising Requirement: (Enter X in box)	Yes		No	
				X			
Contract 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)			
		X					
Sponsor Name	Vice Mayor Kelley		Department:	City Commission			

Short

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA AMENDING ORDINANCE 2020-20 REQUIRING ARMED SECURITY FOR ALL APARTMENT BUILDINGS WITH ONE HUNDRED FIFTY (150) UNITS OR MORE TO NOW REQUIRE ARMED SECURITY FOR ALL APARTMENT BUILDINGS WITH ONE HUNDRED TWENTY (120) UNITS AND SECURITY GUARDS ONSITE 24 HOURS A DAY AND 7 DAYS A WEEK FOR APARTMENT BUILDINGS WITH MORE THAN 85 UNITS.

Staff Summary:

Ordinance 2020-20 was enacted to address safety concerns in large multi-unit residential properties by mandating security measures based on property size. Since its implementation, observations and community feedback indicate a need to strengthen these requirements by adjusting thresholds and

ensuring consistent enforcement. Lowering the armed security threshold to 120 units will ensure properties with significant occupancy maintain a robust security presence while implementing semi-annual inspections will promote accountability and verify ongoing compliance.

The amendments shall read as follows:

Sec. 13-274. - Landlord permit required

(3) All apartment buildings within the city with ~~one hundred fifty (150)~~ one hundred twenty (120) of more units shall be required to have an onsite property manager who shall live on the premises and be responsible to residents for addressing life, health and safety issues. In addition, armed off-duty police officer security shall be required to protect the life, health, and safety of tenants. Units of eighty-five (85) or more shall have a security guard on-site twenty-four (24) hours a day and seven (7) days a week and further requires semi-annual inspections for compliance.

Sec. 13-278. - Application procedures

(b) All applicants and permits shall be assigned a number, which may be an individual's social security number, a corporation's federal tax number, or such other uniform method of numbering selected by the city manager or his designee. For all applications involving apartment buildings within the city with ~~one hundred fifty (150)~~ one hundred twenty (120) or more units, a separate form, to be created by the city, shall be completed by the applicant containing the name of the on-site property manager and an acknowledgment that a daily log will be kept containing the name of the on-site armed off-duty police officer before a permit shall issue. Units of eighty-five (85) or more a separate form, to be created by the city, shall be completed by the applicant containing the name of the on-site security officer before a permit shall be issued.

Financial Impact – There is no financial impact for this ordinance amendment.

Proposed Action:

Staff will adhere to the direction of the City Commission.
--

Attachment:

Ordinance 2020-20

ORDINANCE NO. 2020-20

AN EMERGENCY ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA AMENDING CHAPTER 13 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES, ENTITLED "LICENSES AND BUSINESS REGULATIONS", ARTICLE XIV ENTITLED "LANDLORD PERMIT", SPECIFICALLY AMENDING SECTION, 13-274(3) TO REQUIRE THAT ALL APARTMENT BUILDINGS WITH ONE HUNDRED FIFTY (150) UNITS OR MORE TO BE REQUIRED TO HAVE ONSITE ARMED OFF-DUTY POLICE OFFICER SECURITY; AMENDING SECTION 13-278(5)(b) TO REQUIRE PERMIT APPLICANTS WITH ONE HUNDRED FIFTY (150) OR MORE APARTMENT UNITS TO COMPLETE A SEPARATE FORM TO BE CREATED BY CITY CONTAINING AN ACKNOWLEDGMENT THAT A DAILY LOG WILL BE KEPT CONTAINING THE NAME OF THE ON-SITE ARMED OFF-DUTY POLICE OFFICER BEFORE A PERMIT SHALL ISSUE; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka is concerned about the well-being of its citizens residing in apartment complexes; and

WHEREAS, this Ordinance was passed on first reading by the City Commission of the City of Opa-Locka on October 14, 2020; and

WHEREAS, due to scheduling errors, the Ordinance was not noticed in time to allow for proper publication to be read on at least two (2) separate days and run in a newspaper of general circulation within the municipality for at least 10 days prior to adoption; and

WHEREAS, pursuant to Section 166.041, Florida Statutes, the governing body of a municipality may, by a two-thirds vote, enact an emergency ordinance without complying with the requirements of Section 166.041(3)(a), so long as it does not establish or amend the actual zoning map designation of a parcel or parcels of land or that change the actual list of permitted, conditional, or prohibited uses within a zoning category; and

WHEREAS, in an effort to curtail a recent increase in crime and related offenses in apartment complexes with one hundred fifty (150) units or more, the City Commission deems it necessary for there to be armed off duty police officer security services to directly address the immediate concern of life, health, and safety of residents; and

WHEREAS, due to recent city events, including multiple shootings on November 18, 2020, the City finds that larger numbers of residents connected with larger unit apartment living warrants greater measures in place to curtail criminal activity; and

WHEREAS, the City Commission desires to incorporate additional requirements for security in connection with apartments buildings of one hundred fifty (150) or more units as a part of the City's permitting process; and

WHEREAS, Article VIII, Section 2 of the Florida Constitution and Chapter 166 of Florida Statutes, the City of Opa-Locka ("City") has been granted a broad exercise of home rule powers granted by the constitution which includes the power and authority

to enact regulations for valid governmental purposes that are not prohibited by general or special law; and

WHEREAS, the City Commission of the City of Opa-Locka desires to make certain amendments to Chapter 13, Article XIV of the City's Code of Ordinances entitled "Landlord Permit", to amend section 13-274(3) and requiring all apartment buildings with one hundred fifty (150) or more units to verify an onsite armed off-duty police officer as a part of the permit process.

WHEREAS, the City Commission of the City of Opa-Locka desires to Amend Chapter 13 "Licenses and Business Regulations", Article XIV entitled "Application procedures", to amend language of Section 13-278(5)(b) to require applicants with one hundred fifty (150) or more apartment units to complete a separate form, to be created by the City, containing the name of the on-site armed off-duty police officer; and

WHEREAS, the City Commission has determined that it will be in the best interest of the City to specifically amend the aforementioned sections of the City's Code of Ordinances.

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 Chapter 13 "Licenses and Business Regulations", Article XIV
entitled "Landlord Permit", to amended Section 13-274(3) which shall read:

Chapter 13. Licenses and Business Regulations

ARTICLE XIV. - LANDLORD PERMIT

Sec. 13-274. - Landlord permit required.

Every owner of a dwelling or dwelling unit within the city, is required to apply for an annual landlord permit from the city manager or his/her designee prior to leasing, subleasing, renting or otherwise allowing the occupancy of any dwelling or dwelling unit for the purpose of tenancy of unit to another natural person or other natural persons, whether or not for consideration. In the case of multiple owners of any such dwelling or dwelling unit, it shall be sufficient for any one of the owners to have obtained a permit on the dwelling or unit. The application shall be in writing and on a form provided by the city.

(1) It is hereby deemed unlawful for any person to lease, sublease, rent or allow the occupancy of any dwelling or dwelling unit for the purpose of tenancy, whether or not for consideration, without first obtaining the required landlord permit.

(2) No structure, single-family dwelling, two-family dwelling, three-family dwelling, four-family dwelling, multiple-family dwelling, rooming house, dormitory or other dwelling or dwelling unit used for the purpose of tenancy or leasing, subleasing, or rental shall be occupied by anyone other than an owner or his/her family member(s), without first obtaining a landlord permit therefor, from the city as may be required herein.

(3) All apartment buildings within the City with one hundred fifty (150) or more units shall be required to have an onsite property manager who shall live on the premises and be responsible to residents for addressing life, health and safety issues. In addition, armed off-duty police officer security shall be required to protect the life, health, safety and of tenants.

Section 3. Amending Chapter 13 "Licenses and Business Regulations", Article XIV
entitled "Application procedures", to amend language of Section 13-278(5)(b) to require
applicants with one hundred fifty (150) or more apartment units to maintain a daily log
containing the name of the on-site armed off-duty police officer and shall read:

Sec. 13-278. - Application procedures.

(a) No landlord permit shall be issued or granted to any person unless an application is filed with the city manager, or his/her designee on forms provided for that purpose, disclosing the following:

(1) The landlord's name, address and telephone number, and any other emergency contact information. Any changes in such information during the period for which the landlord permit is issued shall be made to the city manager or his/her designee, in writing.

(2) If the applicant is a corporation or partnership, the full name and address of the corporation or partnership and the state of incorporation. Applicant must submit a copy of the articles of incorporation.

(3) If the property is mortgaged, the name and address of the mortgagee.

(4) The number of dwelling units and number of bathrooms and bedrooms in each unit.

(5) Whether the applicant and/or its principals has ever been cited for, or found in violation of any required housing standards and if so, the date, jurisdiction, nature of violation and disposition of violation.

(b) All applicants and permits shall be assigned a number, which may be an individual's social security number, a corporation's federal tax number, or such other uniform method of numbering selected by the city manager or his designee. For all applications involving apartment buildings within the City with one hundred fifty (150) or more units, a separate form to be created by the City shall be completed by the applicant containing the name of the on-site property manager and an acknowledgment that a daily log will be kept containing the name of the *on-site* armed *off-duty police officer* before a permit shall issue.

(c) Statement of accuracy: The application form shall contain the following language:

"The undersigned has carefully reviewed this application and all facts, figures, statements contained in this application are true, correct, and complete. The applicant also acknowledges and understands that the issuance of the City Landlord Permit is contingent upon a compliance inspection and in conjunction with the issuance of a Certificate of Occupancy. The undersigned understands that failure to comply with the City's Ordinances may result in revocation of said Landlord Permit."

(d) The applicant shall print and sign his or her name on the application immediately after the statement required in subsection (c) above. In the case of a corporation, an officer shall be required to sign the application in his individual capacity and not solely as a corporate agent.

(e) Dwelling or dwelling units that are required to obtain a certificate of occupancy pursuant to § 110 of the Florida Building Code, must do so prior to the issuance of a landlord permit. The city shall honor any certificate of occupancy issued by Miami-Dade County provided that the occupancy for which the certificate was issued remains the same.

(f) State license, certification, registration required. All premises regulated by the state must submit a copy of their current state license, certification, and/or registration prior to the issuance of their landlord permit and thereafter each year at time of renewal. Only the state license itself or receipt therefor shall constitute proof of current state license.

(g) Landlord permits shall not be issued unless:

(1) There has been a site inspection of the dwelling or dwelling unit(s) by the city.

(2) The city has verified compliance with all applicable laws and regulations and has collected all applicable fees due to the city.

Section 4. Other Language Remaining Same. All other language set forth in Chapter 13 that is not otherwise amended herein shall remain the same.

Section 5. Conflict & Repealer.

All ordinances, parts of ordinances or code provisions in conflict herewith ordinance are hereby repealed.

Section 6. Severability.

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of the Code or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

Section 7. Inclusion In Code.

It is the intention of the City Commission of the City of Opa-Locka that the provisions of this Emergency Ordinance shall at some time in the future become and be made a part of the Code of Ordinances of the City of Opa-Locka and that the sections of this Ordinance may be renumbered or re-lettered and the word "Ordinance" may be changed to "Chapter," "Section," "Article" or such other appropriate word or phrase, the use of which shall accomplish the intentions herein expressed; provided, however, that Section 1 hereof or the provisions contemplated thereby shall not be codified.

Section 8. 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.

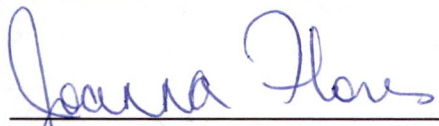
PASSED FIRST READING this 14th day of October, 2020.

PASSED SECOND READING this 19th day of **November**, 2020.



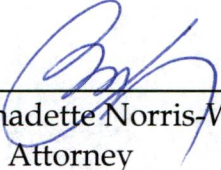
Matthew A. Pigatt, Mayor

ATTEST:



Joanna Flores, City Clerk

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



Burnadette Norris-Weeks, Esq.
City Attorney

Moved by: COMMISSIONER KELLEY

Seconded by: VICE MAYOR DAVIS

VOTE: 5-0

Commissioner Bass	YES
Commissioner Burke	YES
Commissioner Kelley	YES
Vice-Mayor Davis	YES
Mayor Pigatt	YES



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

Department Director:			Department Director Signature:		
City Manager:	John E. Pate		CM Signature:	[Signature] for John Pate	
Commission Meeting Date:	11.19.20		Item Type:	Resolution	Ordinance
			(Enter X in box)		X
Fiscal Impact:	Yes	No	Ordinance Reading:	1st Reading	2nd Reading
(Enter X in box)		X	(Enter X in box)		
			Public Hearing:	Yes	No
			(Enter X in box)	X	X
Funding Source:	(Enter Fund & Dept)		Advertising Requirement:	Yes	No
Account# :	Ex:		(Enter X in box)	X	
Contract/P.O. Required:	Yes	No	RFP/RFQ/Bid#:		
(Enter X in box)	X				
Strategic Plan Related	Yes	No	Strategic Plan Priority Area:	Strategic Plan Obj./Strategy:	
(Enter X in box)	X		Enhance Organizational ■	(list the specific objective/strategy this item will address)	
			Bus. & Economic Dev □		
			Public Safety ■		
			Quality of Education □		
			Qual. of Life & City Image ■		
			Communication □		
Sponsor Name	City Manager		Department:	City Manager	

Short Title:

An emergency ordinance authorizing the City Manager to establish a requirement for apartment complexes with 150 units or more to have on-site off duty police officers on the property.

Staff Summary:

Due to the increase crime rate in the City of Opa-locka, primarily occurring at apartment complexes there is a great need for on-site off duty police in an effort to curtail crime and related offenses. It is necessary to approve this legislation to address the immediate concern of life, health, and safety of the residents.

Financial Impact- The City will incur no expense related to the proposed action.

Proposed Action:

Upon adoption of legislation staff will inform the management team for all apartment complexes with 150 units more of the requirements. ...

Attachment:

Ordinance No. 19-14

1st Reading/Public Hearing: October 9, 2019
2nd Reading/Public Hearing: November 13, 2019
Adopted: November 13, 2019
Effective Date: January 1, 2020
Sponsored By: Commissioner Kelley and Vice Mayor Davis

ORDINANCE NO. 19-14

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 13 OF THE CITY OF OPA-LOCKA'S CODE OF ORDINANCES, ENTITLED "LICENSES AND BUSINESS REGULATIONS", ARTICLE XIV ENTITLED "LANDLORD PERMIT", SPECIFICALLY AMENDING SECTION, 13-274 TO ADD NEW SECTION (3) REQUIRING ALL APARTMENT BUILDINGS WITH FORTY (40) UNITS OR MORE TO BE REQUIRED TO HAVE AN ONSITE PROPERTY MANAGER AND 24 HOUR ARMED SECURITY SERVICES; AMENDING SECTION 13-278(5)(b) TO REQUIRE PERMIT APPLICANTS WITH FORTY (40) OR MORE APARTMENT UNITS TO COMPLETE A SEPARATE FORM TO BE CREATED BY CITY; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka is concerned about the well-being of its citizens residing in apartment complexes; and

WHEREAS, in an effort to curtail crime and related offenses in apartment complexes with forty (40) units or more, the City Commission deems it necessary for there to be an on-site property manager, and armed twenty-four (24) hour security services to address the immediate concern of life, health, and safety of residents; and

WHEREAS, due to recent city events, including shootings, the City finds that larger numbers of residents connected with apartment living warrants greater measures in place to curtail criminal activity; and

WHEREAS, the City Commission desires to incorporate additional requirements for security in connection with apartments buildings of forty (40) or more units as a part of the City's permitting process; and

WHEREAS, Article VIII, Section 2 of the Florida Constitution and Chapter 166 of Florida Statutes, the City of Opa-Locka ("City") has been granted a broad exercise of home rule powers granted by the constitution which includes the power and authority to enact regulations for valid governmental purposes that are not prohibited by general or special law; and

WHEREAS, the City Commission of the City of Opa-Locka desires to make certain amendments to Chapter 13, Article XIV of the City's Code of Ordinances entitled "Landlord Permit", to add new section (3) to 13-274 and requiring all apartment buildings with forty or more units to verify an onsite property manager and twenty-four (24) hour armed security as a part of the permit process.

WHEREAS, the City Commission of the City of Opa-Locka desires to Amend Chapter 13 "Licenses and Business Regulations", Article XIV entitled "Application procedures", to add new language to Section 13-278(5)(b) to require applicants with forty (40) or more apartment units to complete a separate form to be created by the City; and

WHEREAS, the City Commission has determined that it will be in the best interest of the City to specifically amend the aforementioned sections of the City's Code of Ordinances.

**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 Chapter 13 "Licenses and Business Regulations", Article XIV entitled "Landlord Permit", to add new Section 13-274(3) which shall read:

Chapter 13. Licenses and Business Regulations

ARTICLE XIV. - LANDLORD PERMIT

Sec. 13-274. - Landlord permit required.

Every owner of a dwelling or dwelling unit within the city, is required to apply for an annual landlord permit from the city manager or his/her designee prior to leasing, subleasing, renting or otherwise allowing the occupancy of any dwelling or dwelling unit for the purpose of tenancy of unit to another natural person or other natural persons, whether or not for consideration. In the case of multiple owners of any such dwelling or dwelling unit, it shall be sufficient for any one of the owners to have obtained a permit on the dwelling or unit. The application shall be in writing and on a form provided by the city.

(1) It is hereby deemed unlawful for any person to lease, sublease, rent or allow the occupancy of any dwelling or dwelling unit for the purpose of tenancy, whether or not for consideration, without first obtaining the required landlord permit.

(2) No structure, single-family dwelling, two-family dwelling, three-family dwelling, four-family dwelling, multiple-family dwelling, rooming house, dormitory or other dwelling or dwelling unit used for the purpose of tenancy or leasing, subleasing, or rental shall be occupied by anyone other than an owner or his/her family member(s), without first obtaining a landlord permit therefor, from the city as may be required herein.

(3) All apartments buildings within the City with forty (40) or more units shall be required to have an onsite property manager who shall live on the premises and be responsible to residents

for addressing life, health and safety issues. In addition, twenty-four (24) hour armed security services shall be required to protect the life, health, safety and of tenants.

Section 3. Amending Chapter 13 "Licenses and Business Regulations", Article XIV entitled "Application procedures", to add new language to Section 13-278(5)(b) to require applicants with forty (40) or more apartment units to complete a separate form to be created by the City and shall read:

Sec. 13-278. - Application procedures.

(a) No landlord permit shall be issued or granted to any person unless an application is filed with the city manager, or his/her designee on forms provided for that purpose, disclosing the following:

(1) The landlord's name, address and telephone number, and any other emergency contact information. Any changes in such information during the period for which the landlord permit is issued shall be made to the city manager or his/her designee, in writing.

(2) If the applicant is a corporation or partnership, the full name and address of the corporation or partnership and the state of incorporation. Applicant must submit a copy of the articles of incorporation.

(3) If the property is mortgaged, the name and address of the mortgagee.

(4) The number of dwelling units and number of bathrooms and bedrooms in each unit.

(5) Whether the applicant and/or its principals has ever been cited for, or found in violation of any required housing standards and if so, the date, jurisdiction, nature of violation and disposition of violation.

(b) All applicants and permits shall be assigned a number, which may be an individual's social security number, a corporation's federal tax number, or such other uniform method of numbering selected by the city manager or his designee. For all applications involving apartment buildings within the City with forty (40) or more units, a separate form to be created by the City shall be completed by the applicant containing the name of the on-site property manager and the name of the armed security service before a permit shall issue.

(c) Statement of accuracy: The application form shall contain the following language:

"The undersigned has carefully reviewed this application and all facts, figures, statements contained in this application are true, correct, and complete. The applicant also acknowledges and understands that the issuance of the City Landlord Permit is contingent upon a compliance inspection and in conjunction with the issuance of a Certificate of Occupancy. The undersigned understands that failure to comply with the City's Ordinances may result in revocation of said Landlord Permit."

(d) The applicant shall print and sign his or her name on the application immediately after the statement required in subsection (c) above. In the case of a corporation, an officer shall be required to sign the application in his individual capacity and not solely as a corporate agent.

(e) Dwelling or dwelling units that are required to obtain a certificate of occupancy pursuant to § 110 of the Florida Building Code, must do so prior to the issuance of a landlord permit. The city shall honor any certificate of occupancy issued by Miami-Dade County provided that the occupancy for which the certificate was issued remains the same.

(f) State license, certification, registration required. All premises regulated by the state must submit a copy of their current state license, certification, and/or registration prior to the issuance of their landlord permit and thereafter each year at time of renewal. Only the state license itself or receipt therefor shall constitute proof of current state license.

(g) Landlord permits shall not be issued unless:

(1) There has been a site inspection of the dwelling or dwelling unit(s) by the city.

(2) The city has verified compliance with all applicable laws and regulations and has collected all applicable fees due to the city.

Section 4. Other Language Remaining Same. All other language set forth in Chapter 13 that is not otherwise amended herein shall remain the same.

Section 5. Conflict & Repealer.

All ordinances, parts of ordinances or code provisions in conflict herewith ordinance are hereby repealed.

Section 6. Severability.

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of the Code or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

Section 7. Inclusion In Code.

It is the intention of the City Commission of the City of Opa-Locka that the provisions of this Ordinance shall at some time in the future become and be made a part of the Code of Ordinances of the City of Opa-Locka and that the sections of this Ordinance may be renumbered or re-lettered and the word "Ordinance" may be changed to "Chapter," "Section," "Article" or such other appropriate word or phrase, the use of which shall accomplish the intentions herein expressed; provided, however, that Section 1 hereof or the provisions contemplated thereby shall not be codified.

Section 8. Effective Date.

This Ordinance shall take effect on January 1, 2020 and upon approval by the State of Florida.

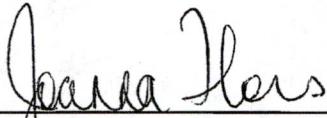
PASSED FIRST READING this 9th day of October, 2019.

PASSED SECOND READING this 13th day of November, 2019.



Matthew A. Pigatt, Mayor

ATTEST:



Joanna Flores, City Clerk

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



Burnadette Norris-Weeks, Esq.
City Attorney

Moved by: Commissioner Kelley

Seconded by: Commissioner Bass

VOTE: 4-1

Commissioner Bass:	YES
Commissioner Burke:	YES
Commissioner Kelley:	YES
Vice-Mayor Davis:	YES
Mayor Pigatt:	NO

1st Reading: 02/25/2009
2nd Reading: 03/11/2009
Public Hearing: 03/11/2009
Adopted: 03/11/2009
Effective Date: 03/11/2009
Commissioner D. Johnson

ORDINANCE NO. 09-05

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OPA-LOCKA, FLORIDA; REPEALING ORDINANCE 07-02, CODIFIED AS CHAPTER 7, ARTICLE I, SECTION 7-12 OF THE OPA-LOCKA CODE OF ORDINANCES ENTITLED "APARTMENT BUILDINGS WITH TWENTY-FOUR UNITS OR MORE"; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Commission of the City of Opa-locka ("City Commission") adopted Ordinance 07-02, which was later codified into the City of Opa-locka Code of Ordinances as Chapter 7, Article I, Section 7-12, entitled "Apartment Buildings with Twenty-Four Units or More"; and

WHEREAS, the City Commission has determined that it will be in the best interest of the City to specifically repeal Chapter 7, Article I, Section 7-12 of the City's Code of Ordinances entitled "Apartment Buildings with Twenty-Four Units or More".

THE COMMISSION OF THE CITY OF OPA-LOCKA HEREBY ORDAINS:

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

Section 2. Ordinance 07-02, later codified into the City of Opa-locka Code of Ordinances as Chapter 7, Article I, Section 7-12, entitled "Apartment Buildings With Twenty-Four (24) Units" is hereby repealed, and shall be of no further force and effect.

Ordinance No. 09-05

Section 3. All ordinances or Code provisions in conflict herewith are hereby repealed.

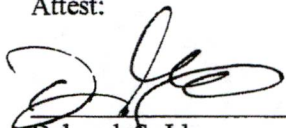
Section 4. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 5. This Ordinance shall, upon adoption, become effective as specified by the City of Opa-locka Code of Ordinances and the City of Opa-locka Charter.

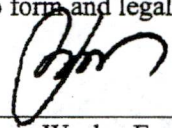
PASSED AND ADOPTED this 11 day of MARCH, 2009.


JOSEPH L. KELLEY
MAYOR

Attest:


Deborah S. Irby
City Clerk

Approved as to form and legal sufficiency:


Burnadette Norris-Weeks, Esq.
City Attorney

Moved by:	<u>JOHNSON</u>
Seconded by:	<u>TAYLOR</u>
Commission Vote:	<u>5-0</u>
Commissioner Tydus:	<u>YES</u>
Commissioner Holmes:	<u>YES</u>
Commissioner Johnson:	<u>YES</u>
Vice-Mayor Taylor:	<u>YES</u>
Mayor Kelley:	<u>YES</u>

1st Reading: DECEMBER 13, 2006
2nd Reading/Public Hearing: FEBRUARY 14, 2007
Adopted: february 14, 2007
Effective Date: FEBRUARY 14, 2007
Sponsored by: D. Johnson

Ordinance No. 07-02

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, ESTABLISHING A REQUIREMENT FOR ALL APARTMENT BUILDINGS WITH TWENTY-FOUR (24) UNITS OR MORE BE REQUIRED TO HAVE AN ON-SITE PROPERTY MANAGER AND ARMED SECURITY SERVICES; CONTAINING A REPEALER PROVISION AND SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE AND CODIFICATION THE CODE OF ORDINANCES

WHEREAS, the City Commission is concerned about the well-being of its citizens residing in apartment complexes; and

WHEREAS, in an effort to curtail crime and related offenses in complexes with twenty-four units or more, the City Commission deems it advisable to have an on-site property manager, and armed security services to address the immediate concern of life, health and safety of the residents.

NOW, THEREFORE, BE IT ORDAINED 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 requires of all apartment buildings in the City of Opa-locka with twenty-four (24) units or more:

“All apartment buildings within the city with twenty-four (24) units or more shall be required to have an on site property manager who shall live on the premises and be responsible to residents for addressing all life, health, and safety issues pertaining to the general welfare and maintenance of the property. In addition, armed security services shall be required to protect the life, health and safety of the tenants.”

Section 3. Any ordinances or parts of ordinances in conflict herewith are hereby

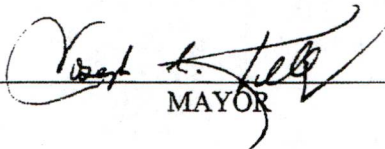
repealed.

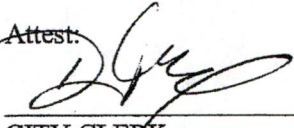
Section 4. If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding in no way affects the validity of the remaining portions of this Ordinance.

Section 5. This Ordinance shall become effective in the manner provided by law.

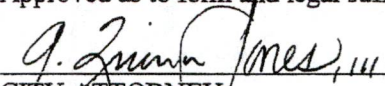
Section 6. This ordinance shall, upon adoption, be codified in the City of Opa-locka Code of Ordinances.

PASSED AND ADOPTED this 14 day of FEBRUARY, 2007.


MAYOR

Attest: 
CITY CLERK

Approved as to form and legal sufficiency:


CITY ATTORNEY

2/8/07
DATE

Moved by: VICE MAYOR JOHNSON
Second by: COMMISSIONER TYDUS
Commission Vote: 3-1
Commissioner Holmes: NO
Commissioner Tydus: YES
Vice-Mayor: Johnson YES
Mayor Kelley: YES

D:Ordinance/Apartment buildings with Managers on site-revised-02-07

Part 1 Crime Stats for Complexes of 150 Units or more

Addresses	Barracks 220 Dunad Ave	Barracks 190 Fisherman Street	Barracks 193 Fisherman Street	Barracks 300 Fisherman St	Barracks 301 Fisherman St	Barracks 192 Sabur Lane	Barracks 200 Sabur Lane	Barracks 1125 Sharazad Blvd	Glorieta Gardens 13002 Alexandria Dr
Offenses									
22 - Stolen Vehicle	0	0	0	0	0	1	0	0	1
26 - Burglary	0	1	1	0	0	0	1	0	0
26 - Commerical Burglary	0	0	0	0	0	0	0	0	0
26 - Residential Burglary	0	0	0	0	0	0	0	0	0
26 - Burglary Vehicle	0	1	0	0	0	4	0	0	1
27 - Theft	0	0	0	0	0	0	0	1	0
29 - Robbery	0	0	0	0	0	0	0	0	0
29 Strongarm Robbery	0	0	0	0	0	0	0	0	0
30 - Shooting	0	0	0	0	0	0	0	0	0
31 - Homicide	0	0	0	0	0	0	0	0	0
32 - Aggravated Assault	1	0	0	0	1	0	0	1	0
32 Aggravated w/ injuries	0	0	0	1	0	0	0	0	0
33 - Sexual Offense	0	0	0	0	0	0	0	0	0
49 - Arson (Fire)	0	0	0	0	0	0	0	0	0

Aswan Apts 13105 N.W. 30th Avenue No Data to report

13124 N.W. 32nd Court

13235 Alexandria Drive No data

13006 Alexandria Drive No data

13010 Alexandria Drive No data

13112 Alexandria Drive No data

13114 Alexandria Drive No data

13116 Alexandria Drive No data

13122 NW. 32nd Court No data

13004 Alexandria Drive No Data

13006 Alexandria Drive No data

Created: 10/09/2020

Revised:

Part 1 Crime Stats for Complexes of 150 Units or more

	Glorieta Gardens	Glorieta Gardens	Glorieta Gardens	Glorieta Gardens
Addresses	13008 Alexandria Drive	13118 Alexandria Drive	13120 Alexandria Drive	13124 N.W. 32nd Court
Offenses				
22 - Stolen Vehicle	0	0	0	0
26 - Burglary	0	0	0	0
26 - Commerical Burglary	0	0	0	0
26 - Residential Burglary	0	0	0	0
26 - Burglary Vehicle	0	1	0	0
27 - Theft	0	0	0	0
29 - Robbery	0	0	0	0
29 Strongarm Robbery	0	0	0	0
30 - Shooting	0	0	0	1
31 - Homicide	0	0	0	0
32 - Aggravated Assault	0	0	1	1
32 Aggravated w/ injuries	0	0	0	1
33 - Sexual Offense	0	0	0	0
49 - Arson (Fire)	1	0	0	0

Part 1 Crime Stats for Complexes of 150 Units or more

	Glorieta Gardens	Glorieta Gardens	Cordoba
Addresses	13128 N.W. 32nd Court	13144 N.W. 32nd Cout	13875 NW 22nd Ave
Offenses			
22 - Stolen Vehicle	0	0	5
26 - Burglary	0	1	0
26 - Commerical Burglary	0	0	0
26 - Residential Burlgary	0	0	0
26 - Burglary Vehicle	0	0	2
27 - Theft	0	0	1
29 - Robbery	0	0	0
29 Strongarm Robbery	0	0	1
30 - Shooting	0	0	7
31 - Homicide	0	0	0
32 - Aggravated Assault	1	0	10
32 Aggravated w/ injuries	0	0	2
33 - Sexual Offense	0	0	0
49 - Arson (Fire)	0	0	1

Sponsored by: Mayor Taylor

ORDINANCE NO. 2025-XX

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 4, ARTICLE I, SECTION 4-15 OF THE CITY'S CODE OF ORDINANCES, ENTITLED "PUBLIC CONSUMPTION OF ALCOHOLIC BEVERAGES PROHIBITED; EXCEPTIONS", TO TRANSFER THE REVIEW AND APPROVAL AUTHORITY RELATING TO ALCOHOLIC BEVERAGES EXCEPTIONS FROM THE CITY COMMISSION TO THE CITY MANAGER; PROVIDING FOR ADMINISTRATIVE REVIEW BY THE CITY MANAGER; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to the City of Opa-Locka's Code of Ordinances, the public consumption of alcoholic beverages currently requires the approval of the City Commission; and

WHEREAS, the City Commission desires to grant the City Manager the authority to review and approve exceptions to the City's alcoholic beverages ordinance to streamline the process, allowing community groups, nonprofits, and businesses to move forward with event planning more expeditiously; and

WHEREAS, the City Manager will coordinate directly with departments such as Police and Parks & Recreation to review key details such as security, crowd management, and proximity to residential areas, to ensure important safeguards remain in place; and

WHEREAS, this centralized review process will protect the health, safety, and comfort of residents while also enabling more efficient approval of events that bring positive activity and engagement to the city; and

WHEREAS, the City Commission finds it in the best interest of the City and its residents to amend Chapter 4, Article I, Section 4-15 of the City's Code of Ordinances to authorize the City Manager to administratively approve exceptions to the alcoholic beverages ordinance.

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 as hereby made a specific part of this Ordinance.

SECTION 2. Amending Chapter 4, Article I, Section 4-15 of the City of Opa-Locka's Code of Ordinances. The City Commission hereby amends Chapter 4, Article I, Section 4-15 of the City of Opa-Locka's Code of Ordinances to grant the City Manager the authority to review and approve exceptions to the City's alcoholic beverages ordinance as follows:

Sec. 4-15. Public consumption of alcoholic beverages prohibited; exceptions.

(a) It shall be unlawful for any person to consume or to carry in any cup, glass, can, bottle, or other open or uncovered container any alcoholic beverage in any park or recreational area open to the public or on any public street, sidewalk, trail, alley, or contiguous city property within the city. This section shall not apply to any premises duly licensed pursuant to state law on which is permitted on-premises consumption of alcoholic beverages, or on any privately owned property not within the public right-of-way.

(b) Exceptions.

(1) Any person, organization or corporation who or which wishes to be excluded from the prohibition of the subsection (a) of this section, for a period of time not to exceed fourteen (14) days, may apply to the ~~city commission~~ City Manager for an exception. The criteria to be used by the ~~city commission~~ City Manager shall include:

- a. The purpose for which the exception is requested.
- b. The dates, times and locations of such purpose.
- c. Provisions for security and crowd control.
- d. Proximity to residential areas.

(2) The exception may be granted if the above criteria ~~tend to~~ lessens the impact of such public consumption on any neighboring residential property, and tends not to disturb the health, safety, welfare, peace and comfort of the citizens of the ~~town~~ city. The less likely the exception to create a nuisance based upon the above criteria, the more likely the exception is to be granted.

(3) This section shall not apply to events to be held on city property with the city administration's knowledge and consent that alcoholic beverages will be consumed on the premises.

SECTION 3. Severability. The provisions of this Ordinance are severable, and it is the legislative intention to confer upon the whole or any part of the Ordinance the powers herein provided. If any provision of this Ordinance shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any remaining provisions of the Ordinance. It is hereby declared to be the legislative intent that this Ordinance would have been adopted had such unconstitutional provision not been included herein.

SECTION 4. Conflict and Repealer. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 5. Inclusion In Code. It is the intention of the City Commission of the City of Opa-locka that the provisions of this Ordinance shall, at some time in the future, become and be made a part of the General Code of Ordinances of the City of Opa-Locka and that the sections of this Ordinance may be renumbered or re-lettered and the word "Ordinance" may be changed to "Chapter," "Section," "Article" or such other appropriate word or phrase, the use of which shall accomplish the intentions herein expressed.

SECTION 6. Scrivener's Errors. Sections of this Ordinance may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent as may be authorized by the City Manager without need of public hearing following review by the City Attorney, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 7. Effective Date. This Ordinance shall, upon adoption, become effective as specified by the City of Opa-Locka Code of Ordinances and the City of Opa-Locka Charter.

PASSED FIRST READING this __ day of _____ 2025.

PASSED SECOND READING this __ day of _____ 2025.

John Taylor, Mayor

ATTEST:

Joanna Flores, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

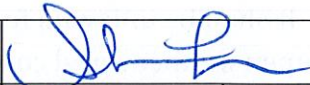
Seconded by: _____

VOTE:

Commissioner Bass	_____
Commissioner Santiago	_____
Commissioner Ervin	_____
Vice Mayor Kelley	_____
Mayor Taylor	_____



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

City Manager:	Sha'mecca Lawson		CM Signature:				
Commission Meeting Date:	09.24.2025		Item Type: (Enter X in box)	Resolution X	Ordinance		Other
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#:	(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)			
Sponsor Name	Mayor Taylor		Department:	City Commission			

Short Title:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA AMENDING SECTION 4-15 ENTITLED "PUBLIC CONSUMPTION OF ALCOHOLIC BEVERAGES PROHIBITED; EXCEPTIONS" OF THE CITY'S CODE OF ORDINANCES TO AUTHORIZE THE CITY MANAGER TO ADMINISTRATIVELY APPROVE EXCEPTIONS.

Staff Summary:

Pursuant to the City's Code of Ordinances, the public consumption of alcoholic beverages requires the approval of the City Commission. The Mayor desires to grant the City Manager the authority to review and approve exceptions to the City's alcohol ordinance to help keep the process efficient and responsive. This approach allows community groups, nonprofits, and businesses to move forward with event planning more quickly, while still ensuring that important safeguards are in place. The City Manager can coordinate directly with departments such as Police and Parks & Recreation to

review key details such as security, crowd management, and proximity to residential areas. This centralized review helps protect the health, safety, and comfort of residents while also making it easier for events that bring positive activity and engagement to the community to take place. The revision for the amendment shall read as follows:

Sec. 4-15. Public consumption of alcoholic beverages prohibited; exceptions.

(a) It shall be unlawful for any person to consume or to carry in any cup, glass, can, bottle, or other open or uncovered container any alcoholic beverage in any park or recreational area open to the public or on any public street, sidewalk, trail, alley, or contiguous city property within the city. This section shall not apply to any premises duly licensed pursuant to state law on which is permitted on-premises consumption of alcoholic beverages, or on any privately owned property not within the public right-of-way.

(b) Exceptions.

(1) Any person, organization or corporation who or which wishes to be excluded from the prohibition of the subsection (a) of this section, for a period of time not to exceed fourteen (14) days, may apply to the ~~city commission~~ **City Manager or designee** for an exception. The criteria to be used by the ~~city commission~~ **City Manager or designee** shall include:

- a. The purpose for which the exception is requested.
- b. The dates, times and locations of such purpose.
- c. Provisions for security and crowd control.
- d. Proximity to residential areas.

(2) The exception may be granted if the above criteria tend to lessen the impact of such public consumption on any neighboring residential property, and tend not to disturb the health, safety, welfare, peace and comfort of the citizens of the town. The less likely the exception to create a nuisance based upon the above criteria, the more likely the exception is to be granted.

(3) This section shall not apply to events to be held on city property with the city administration's knowledge and consent that alcoholic beverages will be consumed on the premises.

Financial Impact – There is no financial impact from this delegation of authority.

Proposed Action:

Staff will adhere to the direction of the City Commission.

Attachment:

Sec. 4-15. Public consumption of alcoholic beverages prohibited; exceptions.

- (a) It shall be unlawful for any person to consume or to carry in any cup, glass, can, bottle, or other open or uncovered container any alcoholic beverage in any park or recreational area open to the public or on any public street, sidewalk, trail, alley, or contiguous city property within the city. This section shall not apply to any premises duly licensed pursuant to state law on which is permitted on-premises consumption of alcoholic beverages, or on any privately owned property not within the public right-of-way.
- (b) Exceptions.
 - (1) Any person, organization or corporation who or which wishes to be excluded from the prohibition of the subsection (a) of this section, for a period of time not to exceed fourteen (14) days, may apply to the ~~city-commission~~ City Manager for an exception. The criteria to be used by the ~~city-commission~~ City Manager shall include:
 - a. The purpose for which the exception is requested.
 - b. The dates, times and locations of such purpose.
 - c. Provisions for security and crowd control.
 - d. Proximity to residential areas.
 - (2) The exception may be granted if the above criteria tend to lessen the impact of such public consumption on any neighboring residential property, and tend not to disturb the health, safety, welfare, peace and comfort of the citizens of the town. The less likely the exception to create a nuisance based upon the above criteria, the more likely the exception is to be granted.
 - (3) This section shall not apply to events to be held on city property with the city administration's knowledge and consent that alcoholic beverages will be consumed on the premises.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE IV ENTITLED "PURCHASING" OF THE CODE OF ORDINANCES, BY CREATING NEW SECTION 2-361 ENTITLED "PUBLIC PRIVATE PARTNERSHIP (P3)"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission for the City of Opa-Locka, Florida, has established a purchasing code for the fair and equitable method of administering purchases of goods and services in order to maximize the purchasing value of public funds; and

WHEREAS, in 2013, the Florida Legislature enacted Chapter 2013-223, Laws of Florida, Section 2 of which governs public-private partnerships, as codified in Section 255.065, Florida Statutes; and

WHEREAS, in 2016, the Florida Legislature enacted Chapters 2016-153 and 2016-154, Laws of Florida, amending Section 255.065, Florida Statutes (the "P3 Statute" as amended from time to time); and

WHEREAS, in 2024, the Florida Legislature amended the P3 law pursuant to House Bill (HB) 781, which allows public entities to accept unsolicited proposals without a public bidding process or solicitation process. Should a governmental entity engaging in a public bidding process decide to forego the competitive process for a particular project, it must hold an initial public meeting where the proposal is presented and affected public entities and members of the public are allowed to provide comments. Following this, a second public meeting must be held, where the governmental entity

determines if the proposal is in the public's interest based on specified factors to include: 1) the benefits to the public; 2) financial structure and economic efficiencies; 3) qualifications and experience for the private entity; 4) compatibility with regional infrastructure plans; 5) public comments.

WHEREAS, public-private partnerships, while not defined in the P3 Statute, are commonly recognized as contractual agreements between a public body and the private sector that allow for greater private sector participation in the delivery of public projects; and

WHEREAS, the City of Opa-Locka is a "responsible public entity" as defined in the P3 Statute, authorized to follow the processes described in the P3 Statute to establish a P3 for a "qualifying project" as defined in the P3 Statute; and

WHEREAS, the P3 Statute recognizes the authority of local governments to create procurement processes for qualifying projects, and does not limit a local government's existing authority to enter into agreements with the private sector, including authority from existing home rule powers; and

WHEREAS, the procedures for a P3 project will not apply when the City of Opa-Locka procures stand-alone professional services, as defined in section 287.055, Florida Statutes, or when it procures professional services for a design-build project outside the context of a P3 project, both of which will continue to be procured pursuant to Section 287.055, Florida Statutes; and

WHEREAS, to promote the efficient and effective use of the P3 method of project delivery, the City Commission finds it necessary to adopt uniform procedures to be used by both the City and private entities for the procurement of such projects consistent with

Section 255.065, Florida Statutes.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF OPA-LOCKA,
FLORIDA:**

Section 1: That Sec. 2-361 of the Code of Ordinances is hereby created as follows:

Public/Private Partnership: Purpose and scope; applicability.

(a) (1) This section creates a uniform process for private entities and the City to engage in a public-private partnership (P3) consistent with Section 255.065, Florida Statutes.

(2) When considering a public project, the City may elect to (1) follow the P3 process outlined by this section; (2) follow any other legally available project delivery process, or not pursue the project.

(3) The procurement of P3 agreements by the City shall follow the provisions of this section. Requirements of other sections or articles of this Code shall not apply to procurements under this section unless such requirement is expressly included or incorporated by reference in the procurement documents.

(4) The City may develop and maintain a separate P3 policy containing more detailed procedures and requirements for entering into P3 agreements, consistent with this section.

(5) When the City procures stand-alone professional services, as defined in the Consultants' Competitive Negotiation Act, codified at section 287.055, Florida Statutes (2014), or when it procures professional services in the context of a design-build project,

the City will not follow the P3 process, but will instead continue to comply with section 287.055, Florida Statutes.

(b) Definitions.

(1) City means the City of Opa-Locka, Florida.

(2) Conceptual Proposal means an Unsolicited Proposal that includes conceptual information sufficient for the City to determine whether the proposed ideas are attractive enough to justify investment of City resources to undertake a process that may lead to formation of a contract to implement the ideas. A conceptual proposal shall include the requirements set forth herein.

(3) Detailed Proposal means a proposal (solicited or unsolicited) that contains detail beyond a conceptual level for which terms such as fixing costs, payment schedules, financing deliverables and project schedule are clear and defined.

(4) P3 means a Public-Private Partnership, which is an agreement between the City and a Private Entity that allows for greater private sector participation in the delivery of a City Qualifying Project.

(5) P3 Statute means Section 255.065, Florida Statutes, as amended.

(6) Private Entity means any natural person, corporation, general partnership, limited liability company, limited partnership, joint venture, business trust, public benefit corporation, nonprofit entity, or other private business entity.

(7) Proposal Review Fee means the fee paid by the Private Entity submitting an Unsolicited Proposal or by the Private Entity submitting a Detailed Proposal that competes with an Unsolicited Proposal.

(8) Qualifying Project means a facility or project that serves a public purpose, or a facility or infrastructure that is used or will be used by the public or in support of a public purpose or activity, as defined in the P3 Statute.

(9) Solicitation means a City initiated procurement process seeking offers (bids, proposals, or otherwise) for City projects.

(10) Unsolicited Proposal means a Conceptual Proposal or a Detailed Proposal that a Private Entity submits to the City on its own initiative, and not in response to Solicitation.

(c) Conceptual proposal.

(1) A Private Entity may submit a Conceptual Proposal to the City, to gauge the City's potential interest in pursuing the proposed project as a P3. A Conceptual Proposal is not required. A Private Entity may forego submitting a Conceptual Proposal and submit an unsolicited Detailed Proposal.

(2) A Private Entity must tender a Proposal Review Fee of \$5,000.00 with its Conceptual Proposal. The City will not review a Conceptual Proposal that is not accompanied by the payment of this fee. Payment must be made by cash, cashier's check, or other noncancelable instrument. Personal or business checks will not be accepted.

(3) A Conceptual Proposal must contain sufficient information to inform the City about:

(i) The overall character of the proposed Qualifying Project,

(ii) The general experience of the Private Entity, and

(iii) The general strategies to ensure successful project delivery.

(4) Within thirty (30) business days after receipt of the Conceptual Proposal, the City will either (1) summarily reject the Conceptual Proposal and return the Proposal Review Fee or (2) accept the Conceptual Proposal for substantive review and notify the Private Entity of the anticipated time required for the City to complete the review of the Conceptual Proposal.

(5) If the City decides to accept the Conceptual Proposal for substantive review, the City will preliminarily assess whether:

(i) The proposed project is a Qualifying Project;

(ii) The proposed project delivery model offers advantages over traditional models, for example, lower cost, shorter schedule, increased investment, etc.;

(iii) The proposed project is reasonably likely to satisfy the criteria established by the P3 Statute.

(6) Upon completion of review of the Conceptual Proposal, the City will notify the Private Entity in writing of the City's position regarding the proposed project. The City may:

- a. Decide not to pursue the proposed project;
- b. Decide to pursue the proposed project, or a similar project, using other procurement methods (in which, if open to private companies, the Private Entity may compete if otherwise qualified); or
- c. Decide to continue considering the proposed project under the P3 Statute and request the Private Entity to submit a Detailed Proposal (which request shall not constitute a formal Solicitation).

(7) The City's disposition of a Conceptual Proposal does not limit its discretion or authority with respect to future projects, whether solicited or unsolicited.

(d) Unsolicited detailed proposals.

(1) A private entity may submit an unsolicited detailed proposal to the city to initiate the city's consideration of whether to deem the proposed project as a qualifying project and whether to pursue it further as a P3 project. The city is not obligated to pursue a project as a P3 project, even if the project satisfies the definition of a qualifying project. The city manager may seek input and direction from the city commission whether to undertake a review of an unsolicited detailed proposal pursuant to this section.

(2) A private entity must tender a proposal review fee of \$50,000.00 with its detailed proposal, unless the private entity has already paid a fee for review of a substantially similar conceptual proposal, in which case the proposal review fee is \$45,000.00. The city will not review an unsolicited detailed proposal that is not

accompanied by the payment of this fee. Within 30 business days after receipt of the unsolicited detailed proposal and proposal review fee, the city, through the city manager or designee, will either summarily reject the unsolicited detailed proposal and return the proposal review fee or accept the unsolicited detailed proposal for substantive review. Unless the city chooses to summarily reject an unsolicited detailed proposal prior to conducting a substantive review, the proposal review fee is non-refundable. Payment must be made by cash, cashier's check, or other noncancelable instrument. Personal or business checks will not be accepted.

(3) If the initial proposal review fee is insufficient to cover the city's costs to evaluate the proposal, the city will request, in writing, the additional amounts required. As permitted by the P3 Statute, the city's evaluation costs include, but are not limited to, fees for financial and technical advisors or consultants, and for other necessary advisors or consultants. If the private entity does not tender the additional requested amount with 30 days of the written request, the city may, in its sole discretion, stop its review of the proposal.

(4) An unsolicited detailed proposal must contain information sufficient to inform the city about: the detailed quality and character of the proposed qualifying project; the detailed experience and capacity of the private entity; and the detailed financial and implementation strategies to ensure successful project delivery. This information should include the following:

(i) A description of the private entity, including name, address, type of organization, and legal structure.

(ii) Name and complete contact information of the primary point of contact for the unsolicited detailed proposal.

(iii) Names and experience of proposed key project personnel.

(iv) Type of support needed, if any, from the city, for example, facilities, equipment, materials, personnel, financial resources, etc.

(v) Identification of any proprietary data used and the manner in which it is used.

(vi) Identification of any outside entities or professionals the private entity has or intends to consult with respect to the project.

(vii) The names of any other federal, state, or local agencies receiving a similar proposal from the private entity.

(viii) A complete discussion of the objective of the project, the method of approach, the nature of the anticipated results, and the characteristics that make it a qualifying project worthy of pursuit by the city.

(vix) A detailed overview of the proposed business arrangements, including the plan for the development, financing, and operation of the project.

(x) A preliminary project schedule.

(xi) A detailed financial analysis of the proposed project.

(xii) Specification as to when the pricing or terms of the proposal will expire.

(5) In considering an unsolicited detailed proposal, the city may require from the private entity a technical study, such as a financial analysis or feasibility study,

prepared by a nationally recognized expert with experience in preparing such analyses and studies for bond rating agencies. In evaluating the technical study, the city may rely upon internal staff reports prepared by personnel familiar with the operation of similar facilities or the advice of external advisors or consultants who have relevant experience.

(6) Within 90 business days after receipt of the unsolicited detailed proposal, the city will notify the private entity in writing of the city's decision either to reject the unsolicited detailed proposal, proceed with the unsolicited detailed proposal for competitive review or proceed with the unsolicited detailed proposal, unless this timeframe is extended as described below. During this period, the city may meet with the private entity to gain a deeper understanding of the unsolicited detailed proposal, and the city may request that the private entity submit additional information. These meetings will be preliminary in nature, and will not include or constitute substantive negotiation of agreement terms. In considering whether to accept the unsolicited detailed proposal for competitive review, the city will assess whether: the proposed project is a qualifying project; the proposed project delivery model offers advantages over traditional models, for example, lower cost, shorter schedule, increased investment, etc.; the proposed project is reasonably likely to satisfy the criteria established by the city for P3 projects. The city may determine that it requires more than 90 business days to complete its review of the unsolicited detailed proposal and this assessment, in which case it will notify the private entity in writing of how much time will be required. The city manager may seek input

and direction from city commission whether to reject an unsolicited detailed proposal or proceed with an unsolicited detailed proposal as set forth herein.

(7) An unsolicited detailed proposal may be rejected by the city at any time. The city has complete discretion and authority to reject any unsolicited proposal it receives.

(8) If an unsolicited detailed proposal involves architecture, engineering or landscape architecture, the city will engage licensed professionals for review and evaluation of the initial and any subsequent proposals, in accordance with the P3 Statute.

(e) Solicited detailed proposals.

(1) The City may on its own initiative determine to issue a Solicitation inviting Private Entities to submit Detailed Proposals for any opportunity that the City has identified as a Qualifying Project.

(2) Any Solicitation that the City issues under the authority of the P3 Statute will identify the P3 Statute and the City's related Code sections as the governing procurement process. The Solicitation documents will specify information necessary for interested parties to understand and respond to the Solicitation.

(3) If a Solicitation under the P3 Statute includes design work, the Solicitation will include a design criteria package prepared by a licensed architect, landscape architect, or engineer engaged by the City in accordance with section 255.065(3)(c), Florida Statutes.

(4) The City is not obligated to proceed under the P3 Statute when soliciting proposals, and may follow any legally available procurement process, regardless of whether the project qualifies as a Qualifying Project and regardless of whether the ultimate transaction may be characterized as a P3.

(f) *Competitive review of detailed proposals.*

(1) If the city commission gives directions to proceed with an unsolicited detailed proposal for competitive review, the city will advertise the potential opportunity and receive competing detailed proposals.

(i) The advertisement will include: a general description of the qualifying project; an invitation to submit a competing detailed proposal for the qualifying project, which may propose the identical project, a functionally equivalent project, or an alternative project that achieves the same purpose or uses the same city resources as the proposed project; information about how to obtain more detailed information; and a due date for responding, which ordinarily will be 45 days after initial publication, but which may be up to 120 days as the circumstances warrant.

(ii) The city will advertise the potential opportunity in the Florida Administrative Register at least once a week for two consecutive weeks; in a newspaper of general circulation within the city at least once a week for two weeks, the first of which shall be published at least 21 days prior to the due date for competing proposals; on the city's website and in the same manner as competitive solicitations; and at city hall in the same manner as other public notices issued by the city.

(2) Whether received in response to a solicitation under the P3 Statute and this section, or in response to a competitive review advertisement concerning an unsolicited detailed proposal, within 30 days after the receipt of all competing detailed proposals the city manager, with the assistance of staff, will undertake review of the proposals and coordinate negotiations concerning the qualifying project. The city manager may rely on subject matter experts and staff for information gathering and administrative work, but the city manager alone will possess and exercise authority for all recommendations to city commission concerning the detailed proposals.

(3) The city manager, with the assistance of staff, will review the detailed proposals and determine whether to allow initial oral presentations, interviews, or discussions for the purpose of gaining deeper understanding of the detailed proposals. The city manager is not required to entertain initial oral presentations, interviews, or discussions with a private entity. Any oral presentations, interviews, or discussions will be limited to reviewing and discussing information contained in the detailed proposals, and will not include or constitute substantive negotiations related to any detailed proposal or the qualifying project.

(4) Within 90 days after receipt of proposals, or after the final oral presentation, interviews or discussions, whichever is later, the city manager will rank the detailed proposals in order of preference. The city manager may use any reasonable method to rank the detailed proposals, and is not required to numerically score them. In ranking the detailed proposals, the city manager will consider the private

entity team members' professional qualifications and experience, the proposed general business terms, innovative project delivery terms (including finance, design, construction, maintenance, and operation, as applicable to the particular circumstance), and any other factors indicated in the advertisement or solicitation.

(5) Following the ranking of detailed proposals, the city manager will present the highest-ranking proposal to city commission for further consideration.

(g) Additional procedures for unsolicited proposals

The city may also choose to proceed with a detailed unsolicited proposal without engaging in the competitive review process set forth above, by following the steps as set forth herein:

(1) The city shall hold a duly noticed public meeting at which the unsolicited proposal is presented and affected public entities and members of the public will be able to provide comment on the unsolicited proposal. For an unsolicited proposal that city commission chooses to undergo a competitive review process, this first public meeting shall occur after the competing proposals are submitted, reviewed, and ranked by the city manager, and direction is given by;

(2) After the first public meeting, the city shall hold a second duly noticed public hearing for city commission to determine whether the unsolicited proposal is in the public's interest. In making this determination, the city must consider all of the following factors:

(i) The benefits to the public;

(ii) The financial structure of, and the economic efficiencies achieved by the proposal;

(iii) The qualifications and experience of the private entity that submitted the proposal and such entity's ability to perform the project;

(iv) The proposed project's compatibility with regional infrastructure plans;

(v) Public comments submitted at the prior meeting, including a statement of findings explaining why the proposal should proceed and addressing the public's comments.

(3) If the city chooses to proceed with an unsolicited detailed proposal pursuant to this section and does not undergo the competitive advertising and review process, the city shall publish in the Florida Administrative Register for at least seven days a report that includes all of the following:

(i) The public interest determination required by subsection (2) above;

(ii) The factors considered in making such public interest determination; and

(iii) The city's findings based on each considered factor.

(f) *Negotiation and approval of agreements*

(1) Whether in response to a solicitation under the P3 Statute and this ordinance, or once city commission has undergone the first public hearing for an unsolicited proposal, following direction to proceed by city commission, the city manager, with the assistance of staff, may commence negotiations with the private entity

responsible for the selected proposal in accordance with the P3 Statute and this article. The city manager may seek city commission input and direction on whether to commence negotiations with the private entity responsible for the selected proposal.

(2) The city manager may recommend to city commission that the city and the private entity enter into an interim agreement as described in the P3 Statute.

(3) The city manager may recommend to city commission that the city and the private entity enter into a comprehensive agreement as described in the P3 Statute.

(4) In deciding whether to enter into a comprehensive agreement, the city commission will consider and determine all reasonable factors, including but not limited to:

(i) Whether the proposed project is a qualifying project.

(ii) Whether the qualifying project is in the public's best interest for an unsolicited proposal.

(iii) Whether the qualifying project involves a facility that is owned by the city or for a facility for which ownership will be conveyed to the city. For an unsolicited proposal where ownership will not be conveyed to the city within ten years after initial public operation begins, the public benefits apart from ownership must be identified and stated by the city in the public interest determination.

(iv) Whether the comprehensive agreement has adequate safeguards in place to ensure that additional costs or service disruptions are not imposed on the public in

the event of material default by the private entity or cancellation of the qualifying project by the city.

(v) Whether the comprehensive agreement has adequate safeguards in place to ensure that the city or the private entity has the opportunity to add capacity to the qualifying project or other facilities serving similar predominantly public purposes.

(vi) For a solicited proposal, whether the qualifying project will be owned by the city upon completion or termination of the project and payment of amounts financed.

(vii) Whether there is a public need for or benefit derived from the qualifying project.

(viii) Whether the estimated cost of the qualifying project is reasonable in relation to similar facilities.

(ix) Whether the comprehensive agreement will result in the timely acquisition, design, construction, improvement, renovation, expansion, equipping, maintenance, or operation of the qualifying project.

Before entering into a comprehensive agreement, the city shall have considered the finance plan, the qualifying project cost, revenues by sources, available financing, major assumptions, internal rate of return on private investments, if governmental funds are assumed in order to deliver a cost-feasible, and a total cash-flow analysis beginnings with the implementation of the project and extending for the term of the

comprehensive agreement, and any other matters which are set forth in the P3 Statute.

(h) Public records

If a private entity believes that any information it submits to the city is exempt from the public records law under any additional statutory exemptions, the private entity must expressly identify the statutory basis of the claimed exemption and segregate the exempt information.

Section 2: If any section, provision, clause, phrase, or application of this Ordinance is held invalid or unconstitutional for any reason by any court of competent jurisdiction, the remaining provisions of this Ordinance shall be deemed severable therefrom and shall be construed as reasonable and necessary to achieve the lawful purposes of this Ordinance.

Section 3: All Ordinances or parts of Ordinances of said City in conflict with the provisions of this Ordinance are hereby superseded to the extent of such conflict.

Section 4: This Ordinance shall go into effect immediately upon its passage and adoption and following review of the Governor's designee.

PASSED FIRST READING this ____ day of _____ 2025.

PASSED SECOND READING this ____ day of _____ 2025.

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 Ervin	_____ (Yes)	_____ (No)
Commissioner Santiago	_____ (Yes)	_____ (No)
Vice Mayor Kelley	_____ (Yes)	_____ (No)
Mayor Taylor	_____ (Yes)	_____ (N

