

# **CITY OF OPA-LOCKA**

*The City of Bright Opportunities*



## **JOINT WORKSHOP Agenda**

**Monday, April 6, 2026  
6:30 PM**

*Commission Chambers  
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**

### **Charter Review Board**

**Chairwoman Sarah Allen  
Vice Chair Veronica J. Williams  
Board Member Naomie Brea  
Board Member Brian Dennis  
Board Member Yulissa El Hassan**

## **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 5:00 p.m. on the scheduled meeting date via the City of Opa-locka website at [www.opalockafl.gov](http://www.opalockafl.gov).

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

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**AGENDA**  
**JOINT WORKSHOP**  
**April 6, 2026**  
**6:30 PM**

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **INVOCATION:**
4. **PLEDGE OF ALLEGIANCE:**
5. **DISCUSSION ITEMS:**
  - **Charter Review Board Recommendations**
  - **Consider the potential placement of proposed charter amendments on the upcoming ballot**
  - **City Charter**
  - **Address any other related matters as deemed appropriate**
6. **PUBLIC COMMENTS:**  
Agenda Items Only
7. **ADJOURNMENT:**

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

# **CITY OF OPA-LOCKA**



## **OFFICE OF THE CITY CLERK**

**780 Fisherman Street, 4th Floor**

**Opa-locka, FL 33054**

**Tele: 305.953.2800**

**Charter Review Board Recommendations  
March 25, 2026**



# OFFICE OF THE CITY CLERK

## MEMORANDUM

**To:** The Honorable Mayor & Commission

**From:** Joanna Flores, City Clerk

**Date:** March 25, 2026

**Subject:** Charter Review Board Recommendations from March 5, 2026 / Request for Direction on Joint Workshop

I am writing to formally transmit and summarize the recommendations made by the Opa-locka Charter Review Board during its meeting held on March 5, 2026, as well as to seek guidance from the City Commission regarding next steps—particularly in relation to a previously requested joint workshop.

### Summary of Charter Review Board Recommendations

At its March 5, 2026 meeting, the Charter Review Board discussed and approved the following recommendations for consideration by the City Commission:

**1. Clarification of Charter Section 2.1.1. – Term Limits**

The Board recommends amending Section 2.1.1 of the City Charter to clearly establish that, upon being termed out in accordance with the Charter, any individual who has served as Mayor or a member of the City Commission must observe a two-year sit-out period before becoming eligible to run again for either office.

**2. Compensation and Benefits for Elected Officials**

The Board recommends revising the compensation structure for elected officials as follows:  
Increasing the base compensation for elected officials to \$1,000 per month.  
Providing health insurance coverage at no cost to the elected official.  
Allowing elected officials, the option to add a spouse and/or dependents to the health insurance plan, with any associated costs to be deducted from the official's compensation.

### Request for Joint Workshop and Guidance

At a prior City Commission meeting where the Charter Review Board initially presented its recommendations, a request was made for a joint workshop between the City Commission and members of the Charter Review Board. The purpose of this workshop would be to facilitate discussion, provide clarification, and allow for collaborative review of the proposed Charter amendments.

I respectfully request direction from the City Commission regarding how to proceed with this workshop request. Specifically, guidance is sought on the following:

- Whether the Commission would like to move forward with scheduling the joint workshop; and
- Preferred timing and format for the workshop; and
- Any specific topics or priorities the Commission would like to ensure are addressed during the session.

Your direction will assist staff in coordinating next steps and ensuring that the process moves forward in alignment with the Commission's expectations.

Thank you for your cooperation. Please do not hesitate to provide further instruction or request additional information.

**Attachments:**

*Ordinance No. 2021-14 Establishing a Charter Review Board*  
*Resolution No. 25-044 Appointing Members to the Charter Review Board*  
*2026 Ballot Issues Deadlines*

**END OF MEMORANDUM**

**ORDINANCE NO. 2021-14**  
*Establishing a Charter Review Board*

Sponsored By: Vice-Mayor Ervin

RESOLUTION NO. 24-141

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, TERMINATING CITY MANAGER DARVIN WILLIAMS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Resolution #24-039 the City Commission of the City of Opa-Locka ("City Commission"), Florida appointed Darvin E. Williams as City Manager; and

WHEREAS, the City Commission now desires to terminate Darvin E. Williams, without cause, at its Special Meeting held on October 16, 2024 in accordance with the "without cause" option afforded to the City pursuant to the executed Employment Agreement between the City of Opa-Locka and Darvin E. Williams; and

WHEREAS, this resolution is being brought to the attention of the City Commission as an emergency item, and is in compliance with the City of Opa-Locka's Code of Ordinances on items to be heard on a Special City Commission agenda with the consent of, at least, three city commissioners to allow an item to be placed on an agenda for City Commission consideration; and

WHEREAS, the City finds that it is in the best interest of the City to terminate the employment agreement with City Manager Darvin E. Williams without cause.

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

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

**Section 2. Termination of City Manager Without Cause.** The City Commission hereby terminates Darvin E. Williams, City Manager, without cause.

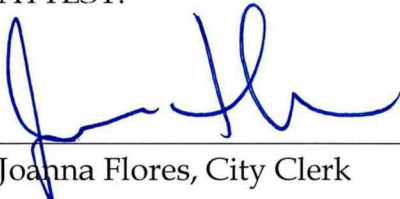
**Section 3. Scrivener's Errors.** Sections of this Resolution may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent may be authorized by the City Attorney without need of public hearing by filing a corrected copy of the same with the City Clerk.

**Section 4. Effective Date.** This Resolution shall take effect immediately.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of October, 2024.

  
\_\_\_\_\_  
John H. Taylor, Jr., Mayor

ATTEST:

  
\_\_\_\_\_  
Joanna Flores, City Clerk

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

  
\_\_\_\_\_  
Burnadette Norris-Weeks, P.A.  
City Attorney

Moved by: Vice Mayor Ervin

Seconded by: Commissioner Williams

<b>VOTE:</b>	3-1
Commissioner Bass	NO
Commissioner Kelley	NOT PRESENT
Commissioner Williams	YES
Vice Mayor Ervin	YES
Mayor Taylor	YES

**RESOLUTION NO. 25-044**  
*Appointing Members to the Charter  
Review Board*

**Sponsored by: Vice Mayor Kelley**

**RESOLUTION NO. 25-044**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPOINTING MEMBERS TO THE CHARTER REVIEW BOARD; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, City of Opa-Locka Ordinance 2021-14 required the appointment of members to the Charter Review Board for a term of (1) one year from the date of appointment; and

**WHEREAS**, the work of the last Charter Review board has been completed and the City Commission of the City of Opa-Locka ("City Commission") desires to appoint new members to the Charter Review Board to review potential Charter changes that may be brought before the City Commission for consideration prior to the next municipal election; and

**WHEREAS**, the Charter Review Board shall consist of (5) resident electors of the City of Opa-Locka appointed by the City Commission (each appointed by one member of the city commission) and two (2) advisory (non-voting) members by a majority vote of the city commission; and

**WHEREAS**, each Charter Review Board member shall also be a qualified elector of the city with an outstanding reputation for civic pride, interest, integrity, responsibility and business or professional ability; and

**WHEREAS**, the Charter Review Board may provide recommendations to the City Commission regarding amendments and revisions to the Charter, which may be advisable for placement on the election ballot; and

**WHEREAS**, the responsibilities of the Charter Review Board shall be consistent with Ordinance 2021-14; and

**WHEREAS**, the purpose of this resolution is intended to accomplish the appointment of one person to be selected by each City Commissioner and the appointment of two advisory non-voting members to be selected by the full commission - all appointed during a commission meeting; and

**WHEREAS**, the City Commission finds that appointment of members to the Charter Review Board is in the best interests of the City of Opa-Locka.

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

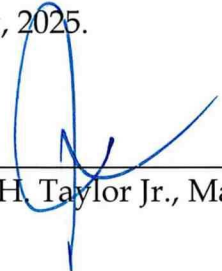
**Section 1.** Adoption of Representations. The foregoing "Whereas" clauses are hereby true and correct and incorporated by reference.

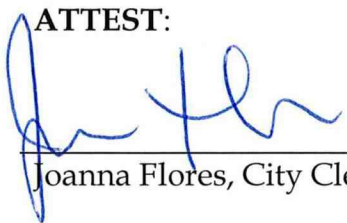
**Section 2.** Appointment of Members. The City Commission hereby appoints the following members to the Charter Review Board:

- (1) \_\_\_\_\_ (Appointed by Mayor Taylor)
- (2) \_\_\_\_\_ (Appointed by Vice-Mayor Kelley)
- (3) \_\_\_\_\_ (Appointed by Commissioner Bass)
- (4) \_\_\_\_\_ (Appointed by Commissioner Ervin)
- (5) \_\_\_\_\_ (Appointed by Commissioner Santiago)
- (6) \_\_\_\_\_ (Full Commission non-voting member)
- (7) \_\_\_\_\_ (Full Commission non-voting member)

**Section 3.** Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

**PASSED** and **ADOPTED** this 28<sup>th</sup> day of May, 2025.

  
 \_\_\_\_\_  
 John H. Taylor Jr., Mayor

**ATTEST:**  
  
 \_\_\_\_\_  
 Joanna Flores, City Clerk

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

  
 \_\_\_\_\_  
 Burnadette Norris-Weeks, P.A.  
 City Attorney

Resolution No. 25-044

Moved by: Commissioner Santiago

Seconded by: Commissioner Bass

**VOTE:** 5-0

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



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

<b>Interim City Manager:</b>	Sha'mecca Lawson		<b>ICM Signature:</b>				
<b>Commission Meeting Date:</b> <i>(Enter X in box)</i>	5.28.2025		<b>Item Type:</b> <i>(Enter X in box)</i>	<b>Resolution</b>	<b>Ordinance</b>	<b>Other</b>	
				X			
<b>Fiscal Impact:</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b>	<b>Ordinance Reading:</b> <i>(Enter X in box)</i>	<b>1st Reading</b>		<b>2nd Reading</b>	
		X	<b>Public Hearing:</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
<b>Funding Source:</b> <i>Account# :</i>	<i>(Enter Fund &amp; Dept)</i> See Financial Impact Section		<b>Advertising Requirement:</b> <i>(Enter X in box)</i>	<b>Yes</b>		<b>No</b>	
<b>Contract/P.O. Required:</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b>	<b>RFP/RFQ/Bid#:Piggyback</b>				
		X					
<b>Strategic Plan Related</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b>	<b>Strategic Plan Priority Area:</b>	<b>Strategic Plan Obj./Strategy:</b> <i>(list the specific objective/strategy this item will address)</i>			
		X	Enhance Organizational <input checked="" type="checkbox"/> Bus. & Economic Dev <input type="checkbox"/> Public Safety <input type="checkbox"/> Quality of Education <input type="checkbox"/> Qual. of Life & City Image <input type="checkbox"/> Communication <input checked="" type="checkbox"/>				
<b>Sponsor Name</b>	Vice Mayor Kelley		<b>Department:</b>	City Commission			

**Short Title:**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA AUTHORIZING THE APPOINTMENT OF SEVEN (7) MEMBERS OF THE TO THE CHARTER REVIEW BOARD BY THE MAJORITY VOTE OF THE CITY COMMISSION.**

**Staff Summary:**

Resolution No. 24-002 appointed seven members to the Charter Review Board. Each member was appointed for a term of one (1) year. The term of the current members has expired and now requires re-appointment. The City Commission shall appoint five (5) residents electors (each appointed by one member of the city commission) and two (2) advisory (non -voting) members by a majority vote.

**Financial Impact:** There is no fiscal impact for this resolution

**Proposed Action:**

Staff recommends the City Commission approves legislation authorizing the appointment of seven (7) members of the to the charter review board by the majority vote of the City Commission.

**Attachment:**

# 2026 BALLOT ISSUES DEADLINES



## 2026 BALLOT ISSUES DEADLINES

*(As of February 14, 2025 - Subject to Change)*

Should a municipality have a scheduled election or wish to conduct a special election along with the countywide 2026 Primary and General Elections, the **deadlines listed below must be followed**, in order to allow sufficient time for ballot preparation and to meet State-mandated deadlines to mail vote-by-mail ballots to overseas voters.

If you are considering conducting a special election, which includes adding a question(s) and/or filling a vacancy(ies), to a regularly scheduled election, please note that per F.S. 100.151, “...*the governing authority of a municipality shall not call any special election until notice is given to the supervisor of elections and his (her) consent obtained as to a date...*” Once approval is obtained from the supervisor of elections, the resolution and/or ordinance to call a special election must be passed to meet the deadlines listed below.

2026 SCHEDULED COUNTYWIDE ELECTIONS	DEADLINE FOR CANDIDATE QUALIFYING TO END	DEADLINE TO SUBMIT RESOLUTION AND/OR ORDINANCE TO THE SUPERVISOR OF ELECTIONS FOR CHARTER AMENDMENTS OR ANY OTHER QUESTIONS
<b>PRIMARY ELECTION</b> August 18, 2026	<b>No later than</b> <b>Friday, June 12, 2026</b> <i>(Same as Federal, State, and County offices)</i>	<b>No later than</b> <b>Friday, May 22, 2026</b>
<b>GENERAL ELECTION</b> November 3, 2026	<b>No later than</b> <b>Friday, August 21, 2026</b>	<b>No later than</b> <b>Friday, July 24, 2026</b>