

Sponsored by: Interim City Manager

ORDINANCE NO. 2025-23

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE XI, DIVISION 13, ENTITLED "HISTORIC ENVIRONMENTAL PRESERVATION BOARD"; SPECIFICALLY SECTION 2-570.81 ENTITLED "CREATED; COMPOSITION; TERM OF OFFICE; QUALIFICATIONS; ORGANIZATION; MEETINGS; RECORDS" TO REDUCE THE BOARD MEMBERSHIP FROM SEVEN MEMBERS TO FIVE MEMBERS; CLARIFYING THAT ALTERNATE MEMBERS SHALL REPLACE A REGULAR MEMBER WHEN A REGULAR MEMBER IS UNAVAILABLE TO ATTEND A MEETING; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING THAT THREE (3) OF THE MEMBERS BE OPA-LOCKA CITY RESIDENTS WITH THE TWO (2) REMAINING MEMBERS BEING PROFESSIONALS IN CERTAIN SPECIFIED FIELDS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; RESCINDING ALL ORDINANCES IN CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Ordinance 16-13, the City of Opa-Locka, Florida ("City") established the Historic Environmental Preservation Board ("Board") to preserve and protect the City's historic and cultural heritage and foster civic pride; and

WHEREAS, the Historic Environmental Preservation Board was also established to protect the green environment within the City, especially the preservation of its trees in order to support Arbor Day principles; and

WHEREAS, pursuant to Article XI, Division 13, Section 2-570.81 of the City of Opa-Locka's Code of Ordinances, the City provided for the composition; term of office; qualifications; organization; meeting requirements, record standards and established duties and responsibilities of the Historic Environmental Preservation Board; and

WHEREAS, during a March 26, 2025, Board Workshop the City Clerk and the Interim City Manager presented the City Commission with collaborative feedback regarding the vitality of City boards; and

WHEREAS, it has been determined that the Historic Environmental Preservation Board (HEPB) has repeatedly been unable to conduct a meeting due to the failure of a quorum; and

WHEREAS, the City Commission finds that amending Article XI, Division 13, Section 2570.81 of the City Code of Ordinances, to reduce the total number of members from nine (9) to five (5), with two alternate members, is necessary to conduct the business of the board. The amendment further requires that three (3) of the members be Opa-Locka city residents with the two (2) remaining members being professionals in certain specified fields; and

WHEREAS, the City Commission desires to amend Article XI, Division 13, Section 2-570.81 of the City Code of Ordinances, relating to the Historic Environmental Preservation Board, to reduce the total number of members required to establish a quorum.

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 Article XI, Division 13, relating to the Historic Environmental Preservation Board, Section 2-570.81. "Created; composition; term of office; qualifications; organization; meetings; records.", of the City Code of Ordinances, which shall read:

Sec. 2-570.81. Created; composition; term of office; qualifications; organization; meetings; records.

A historic environmental preservation board ("board") is hereby created, which shall be an advisory body to the commission, consisting of ~~nine (9)~~ five (5) members, each of whom shall be appointed by the city commission, for a term of four (4) years. The Board shall also consist of two alternate members appointed by the city commission. Alternate members shall serve a term of two (2) years. An alternate member shall replace a regular member when a regular member is unavailable to attend a meeting. Each member of the board shall serve until the expiration of his or her term. Members shall be eligible for reappointment. The city commission shall attempt to appoint architects, realtors, historians, art historians, lawyers, engineers, archaeologists or other individuals from the business, financial, or other segments of the community who, by virtue of their profession or business, have demonstrated concern for historic preservation. The historic environmental preservation board

shall include not less than one architect; one real estate agent or attorney at law; and one historian or architectural historian. The city manager shall provide qualified professional staff for the board.

- (a) At least ~~five (5)~~ three (3) members of the historic environmental board shall be residents of the city. The city commission, within its discretion, may appoint up to a maximum of ~~four (4)~~ two (2) members of the board who are not residents of the city. These ~~four (4)~~ two (2) appointments shall be made on the basis of civic pride, integrity, experience and interest in the field of historic preservation and city beautification. Members of the historic environmental preservation board shall hold no other public office or position in the city.
- (b) The members of the historic environmental preservation board shall elect a chair and vice chair from among its appointed members. The city commission may remove members and vacancies shall be filled for the unexpired term of any removed member.
- (c) Meetings of the historic environmental preservation board shall meet not less than six (6) times in any calendar year. Records shall be maintained pursuant to state law, findings and determinations showing the vote on each matter and shall file the record and approved minutes of each meeting with the city clerk within thirty (30) days of the date of the meeting, or as soon thereafter as practicable. Members of the historic environmental board shall serve without compensation.
- (d) The historic environmental preservation board may adopt reasonable rules of procedure to govern the conduct of its business and the holding of public hearings and workshops, consistent with procedures established for it by the city commission.

Section 3. Conflict & Repealer.

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

Section 4. 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 5. Inclusion In Code.

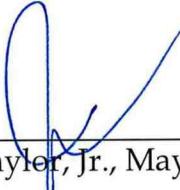
It is the intention of the City Commission of the City of Opa-Locka that the provisions of this Emergency Ordinance shall at some time in the future become and be made a part of the Code of Ordinances of the City of Opa-Locka and that the sections of this Ordinance may be renumbered or re-lettered and 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 6. 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 9th day of July 2025.

PASSED SECOND READING this 23rd day of July 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

Moved by: Vice Mayor Kelley

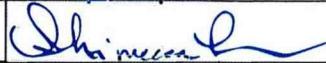
Seconded by: Commissioner Ervin

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**

Department Director:	Gregory D. Gay		Department Director Signature:		
Interim City Manager:	Shamecca Lawson		ICM Signature		
Commission Meeting Date:	July 9, 2025	Item Type: <i>(Enter X in box)</i>	Resolution	Ordinance	Other
				X	
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Resolution Reading: <i>(Enter X in box)</i>	1st Reading	2nd Reading
		X	Public Hearing: <i>(Enter X in box)</i>	Yes	No
Funding Source: <i>(Enter Fund & Dept) Ex: N/A</i>			Advertising Requirement: <i>(Enter X in box)</i>	Yes	No
				X	
ILA 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 <input 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 type="checkbox"/>	Strategic Plan Obj./Strategy: <i>(list the specific objective/strategy this item will address)</i>	
		X			
Sponsor Name	Interim City Manager		Department:	Planning & Community Development	

Short

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING THE CITY OF OPA-LOCKA CODE OF ORDINANCES AMENDING ARTICLE XI DIVISION 13 ENTITLED HISTORIC ENVIRONMENTAL PRESERVATION BOARD SEC.2-497 ENTITLED CREATED; COMPOSITION; TERM OF OFFICE; QUALIFICATIONS; ORGANIZATION; MEETINGS; RECORDS TO REDUCE THE TOTAL NUMBER OF MEMBERS TO ESTABLISH A QUORUM; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

Staff Summary:

During the March 26th, 2025, Board Workshop the City Clerk and the Interim City Manager presented the City Commission with collaborative feedback regarding the vitality of City boards. It has been determined that the Historic Environmental and Preservation Board (HEPB) has repeatedly been unable to conduct a meeting due to the failure of quorum. It is recommended to amend, to reduce its total number of members from seven (7) to five (5) with two alternates. This will allow for three (3) of the members to be Opa-locka residents while the remaining two (2)

members shall be professionals. This will enable the Board to establish a quorum with three (3) members.

Financial Impact- There is no fiscal impact for this ordinance.

Attachment:

Draft Ordinance