

Sponsored by: City Manager

**ORDINANCE NO. 2025-31**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING ARTICLE XI, ENTITLED "BOARDS, COMMISSIONS AND COMMITTEES", DIVISION 2, ENTITLED "COMMUNITY RELATIONS, RECREATION AND ACTIVITIES BOARD" SECTION 2-479 THROUGH 2-480 TO CHANGE THE NAME OF THE BOARD TO "TEEN, YOUNG ADULT AND COMMUNITY RELATIONS ADVISORY BOARD"; SPECIFICALLY AMENDING SECTION 2-479 TO INCLUDE A FOCUS ON POLICIES, PROJECTS, AND EVENTS INVOLVING YOUTH, TEEN AND YOUNG ADULT PARTICIPATION; PROVIDING FOR A REQUIREMENT TO MAKE RECOMMENDATIONS ON INCREASING YOUTH, TEEN AND YOUNG ADULT PARTICIPATION AND IMPROVE COMMUNICATIONS; AMENDING SECTION 2-480 TO REQUIRE THAT THE TWO MEMBERS CHOSEN AT-LARGE MEMBERS SHALL BE BETWEEN THE AGES OF 16 AND 21; 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**, a review was conducted of the City of Opa-Locka's boards to ensure that the requirements and protocols of city boards align with the goals of the City Commission; and

**WHEREAS**, it was determined that several of the boards have duplicate powers and duties. Further, obtaining a quorum has proven difficult in some boards; and

**WHEREAS**, the City Commission desires to improve the efficiency of City Boards and specifically desires to incorporate teen and young adult concerns as a part of the currently existing Community Relations Recreation and Activities Advisory Board; and

**WHEREAS**, the City Commission finds it in the best interest of the City and its residents to incorporate teen and young adult concerns as a part of the currently existing Community Relations Recreation and Activities Advisory Board and amend the name to Teen, Young Adult and Community Relations Advisory Board.

**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 2, Article XI, Division 2 of the City of Opa-Locka's Code of Ordinances.** The City Commission hereby amends Article XI, entitled "Boards, Commissions and Committees", Division 2, entitled "Community Relations, Recreation and Activities Board" Section 2-479 through 2-480 to expand the powers and duties to incorporate a focus on teen and young adult matters and amend the name as follows:

**DIVISION 2. COMMUNITY RELATIONS, TEEN, AND YOUNG ADULT AND COMMUNITY RELATIONS ADVISORY RECREATION AND ACTIVITIES BOARD**

**Sec. 2-479. Power and duties.**

The ~~community relations, teen, and young adult and community relations advisory recreation and activities board~~ shall be advisory to the city commission in regard to the following matters:

- (1) Operation and maintenance of parks and recreation programs, facilities, and activities in the community.
- (2) All matters pertaining to community relations, *including but not limited to policies, projects, and events wherein youth, teen and young adult participation is requested or desired.*
- (3) *The board shall make recommendations on increasing youth, teen and young adult participation with local government, seek ways to improve communication with students and young adults within the City, organize and perform service projects, special activities and programs for the benefit of the city.*

**Sec. 2-480. Membership terms.**

The ~~community relations, teen, and young adult and community relations advisory recreation and activities board~~ shall consist of seven (7) members, who shall be residents of the city, two (2) of whom shall be selected at-large by the city commission. As to the remaining five (5) members, one (1) shall be chosen by each member of the city commission, who shall serve a term which will coincide with that of the commissioner who selected them. ~~person~~. The two (2) members chosen at-large shall *be between the ages of 16 and 21 years and* shall each serve a two (2) year term. Any member may be removed at any time, with or without cause, by the

commissioner who appointed them, and in the case of the at-large member, they may be removed at any time, with or without cause, by a vote of a majority of the members of the city commission. Members will not receive compensation for their services.

**SECTION 4. 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 5. Conflict and Repealer.** All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

**SECTION 6. 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 7. 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 8. 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 22<sup>nd</sup> day of October 2025.

**PASSED SECOND READING** this 12<sup>th</sup> day of November 2025.



John H. Taylor Jr., Mayor

ATTEST:



Joanna Flores, City Clerk

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:



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Burnadette Norris-Weeks, P.A.  
City Attorney

Moved by: Commissioner Bass

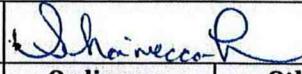
Seconded by: Commissioner Ervin

**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**

<b>City Manager:</b>	Sha'mecca Lawson			<b>CM Signature:</b>		
<b>Commission Meeting Date:</b> <i>(Enter X in box)</i>	10.22.2025		<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>1<sup>st</sup> Reading</b>		<b>2<sup>nd</sup> Reading</b>
		X	<b>Public Hearing:</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b>	<b>Yes</b>
<b>Funding Source:</b> <i>Account#:</i>	<i>(Enter Fund &amp; Dept.)</i> Ex: See Financial Impact Section		<b>Advertising Requirement:</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b>	
				X		
<b>Contract/P.O. Required:</b> <i>(Enter X in box)</i>	<b>Yes</b>	<b>No</b>	<b>RFP/RFQ/Bid#:</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> Enhance Organizational <input type="checkbox"/> Bus. & Economic Dev <input checked="" type="checkbox"/> Public Safety <input checked="" type="checkbox"/> Quality of Education <input type="checkbox"/> Qual. of Life & City Image <input checked="" type="checkbox"/> Communication <input type="checkbox"/>	<b>Strategic Plan Obj./Strategy:</b> <i>(list the specific objective/strategy this item will address)</i>		
		X				
<b>Sponsor Name</b>	City Manager		<b>Department:</b>	City Manager		

**Short Title:**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA AMENDIND ARTICLE XI  
ENTITLED "BOARDS, COMMISSIONS AND COMMITTEES" TO COMBINE THE COMMUNITY RELATIONS  
RECREATION AND ACTIVITIES BOARD WITH THE TEEN AND YOUNG ADULT ADVISORY BOARD.**

**Staff Summary:**

An extensive review was conducted of the City's boards to ensure that the requirements and protocol aligned with the City Commission. It was determined that several of the boards possessed duplicate powers and duties and/or remained difficult to consistently obtain quorum; particularly the Community Relations Recreation and Activities Board and the Teen and Young Adult Advisory Board. To revitalize both boards, they shall be combined with the following amendments:

**DIVISION 2. COMMUNITY RELATIONS, TEEN AND YOUNG ADULT ADVISORY ~~RECREATION AND ACTIVITIES~~  
BOARD**

## **Sec. 2-479. Power and duties.**

The community relations, recreation and activities board shall be advisory to the city commission in regard to the following matters:

- (1) Operation and maintenance of parks and recreation programs, facilities, and activities in the community.
- (2) All matters pertaining to community relations *including but not limited to policies, projects, and events wherein youth, teen and young adult participation is requested or desired.*
- (3) *The board shall make recommendations on increasing youth, teen and young adult participation in local governments, seek ways to improve communication with students and young adults within the City, organize and perform services projects and special activities and programs for the benefit of the city.*

## **Sec. 2-480. Membership terms.**

The community relations, recreation and activities board shall consist of seven (7) members, who shall be residents of the city, two (2) of whom shall be selected at-large by the city commission. As to the remaining five (5) members, one (1) shall be chosen by each member of the city commission, who shall serve a term which will coincide with that of the commissioner who selected them. The two (2) members chosen at-large *must be between the ages of 16 and 21 years and/or be appointed by Miami Dade County School personnel shall each* to serve a two (2) year term. Any member may be removed at any time, with or without cause, by the commissioner who appointed them, and in the case of the at-large member, they may be removed at any time, with or without cause, by a vote of a majority of the members of the city commission. Members will not receive compensation for their services.

### **Sec. 16-1. Teen and young adult advisory board.**

- (a) *Created, membership, terms, officers, procedures. There is hereby created and established a teen and young adult advisory board for participation by residents of the city between the ages of 16 and 21 years. The advisory board shall consist of five (5) members, one (1) of whom shall be selected and appointed by each member of the city commission. Terms of office shall correspond to the term of office of the appointing city commissioner. The advisory board shall select and designate from its membership a chairman and vice chairman. The board shall be governed by the rules of procedures applicable to all boards within the city.*
- (b) *Meetings, clerical help. The advisory board shall meet once each month at a time to be selected by a majority of its membership. The city manager shall supply necessary clerical help in order to provide for the taking of minutes and reporting conclusions and recommendations to the city commission on a monthly basis.*
- (c) *Duties. The advisory board shall advise the city commission in all matters involving the administration of the city government, commission policies, projects, activities and events wherein youth, teen and young adult participation is requested or desired. In addition, the board shall make recommendations on increasing youth, teen and young adult participation in local governments, seek ways to improve communication with students and young adults within the City, organize and perform services projects that benefit the City, recommend the creation of programs for youth, teens and young adults and assume and carry out such duties as may from time to time be directed by the city commission.*
- (d) *Filling vacancies. Unexpired terms created by resignation, death or removal, shall be filled by the city commissioner or his successor originally making the appointment vacated.*

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

#### **Proposed Action:**

Staff recommends the amendments to Community Relations Recreation and Activities Board and the Teen and Young Adult Advisory Board.

#### **Attachment:**

**DIVISION 2. COMMUNITY RELATIONS, TEEN AND YOUNG ADULT ADVISORY  
*RECREATION AND ACTIVITIES* BOARD**

**Sec. 2-479. Power and duties.**

The community relations, recreation and activities board shall be advisory to the city commission in regard to the following matters:

- (1) Operation and maintenance of parks and recreation programs, facilities, and activities in the community.
- (2) All matters pertaining to community relations *including but not limited to policies, projects, and events wherein youth, teen and young adult participation is requested or desired.*
- (3) *The board shall make recommendations on increasing youth, teen and young adult participation in local governments, seek ways to improve communication with students and young adults within the City, organize and perform services projects and special activities and programs for the benefit of the city.*

(Code 1983, § 2-479; Ord. No. 13-27, § 2, 9-25-2013)

**Sec. 2-480. Membership terms.**

The community relations, recreation and activities board shall consist of seven (7) members, who shall be residents of the city, two (2) of whom shall be selected at-large by the city commission. As to the remaining five (5) members, one (1) shall be chosen by each member of the city commission, who shall serve a term which will coincide with that of the commissioner who selected them. The two (2) members chosen at-large *must be between the ages of 16 and 21 years and/or be appointed by Miami Dade County School personnel shall each to* serve a two (2) year term. Any member may be removed at any time, with or without cause, by the commissioner who appointed them, and in the case of the at-large member, they may be removed at any time, with or without cause, by a vote of a majority of the members of the city commission. Members will not receive compensation for their services.

(Code 1983, § 2-480; Ord. No. 13-27, § 2, 9-25-2013)

**Secs. 2-481—2-496. Reserved.**

***Sec. 16-1. Teen and young adult advisory board.***

- (a) *Created; membership; terms; officers; procedures. There is hereby created and established a teen and young adult advisory board for participation by residents of the city between the ages of 16 and 21 years. The advisory board shall consist of five (5) members, one (1) of whom shall be selected and appointed by each member of the city commission. Terms of office shall correspond to the term of office of the appointing city commissioner. The advisory board shall select and designate from its membership a chairman and vice-chairman. The board shall be governed by the rules of procedures applicable to all boards within the city.*

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- (b) *Meetings; clerical help.* The advisory board shall meet once each month at a time to be selected by a majority of its membership. The city manager shall supply necessary clerical help in order to provide for the taking of minutes and reporting conclusions and recommendations to the city commission on a monthly basis.
  - (c) *Duties.* The advisory board shall advise the city commission in all matters involving the administration of the city government, commission policies, projects, activities and events wherein youth, teen and young adult participation is requested or desired. In addition, the board shall make recommendations on increasing youth, teen and young adult participation in local governments, seek ways to improve communication with students and young adults within the City, organize and perform services projects that benefit the City, recommend the creation of programs for youth, teens and young adults and assume and carry out such duties as may from time to time be directed by the city commission.
  - (d) *Filling vacancies.* Unexpired terms created by resignation, death or removal, shall be filled by the city commissioner or his successor originally making the appointment vacated.

*(Code 1955, § 2-36; Code 1983, § 16-1; Ord. No. 2023-06, § 2(16-1), 3-22-2023)*