



PROBABLE CAUSE MEMORANDUM

To: Miami-Dade County Commission on Ethics and Public Trust

From: Radia Turay, Advocate

Re: C 23-10-02 (Stephanie Kienzle v. McKenzie Fleurimond)

Date: November 2023

I. Recommendation

There is **Probable Cause** to conclude that Respondent, McKenzie Fleurimond, violated Section 2-11.1(g) of the Miami-Dade County Conflict of Interest and Code of Ethics ordinance entitled “*Exploitation of official position prohibited.*”¹

II. Introduction

Complainant: The affiant to this sworn complaint is Stephanie Kienzle (hereinafter “Complainant”).

Respondent: The Respondent is City of North Miami Beach Commissioner McKenzie Fleurimond (hereinafter “Respondent”).

Allegations: The Complainant alleged that the Respondent violated Section 2-11.1(g) of the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance (hereinafter “Ethics Code”) by using his City issued Bank of America purchase card to make a three-hundred-dollar (\$300) donation to the Florida Democratic Party. The Complainant alleged that the donation to a partisan political party served no public purpose. *See* Complaint, attached hereto as “Exhibit A.”

¹ Probable Cause exists where there are reasonably trustworthy facts and circumstances for the Commission on Ethics and Public Trust (COE) to conclude that Respondent should be charged with violating Section 2-11.1(g) of the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance entitled “*Exploitation of official position prohibited.*”

III. Background and Investigation

This agency conducted a preliminary investigation regarding the allegations in the complaint.² Please find a recitation of the pertinent facts gathered during our preliminary investigation below:

The Respondent, in his sworn statement to this agency, stated that he was elected Commissioner for the City of North Miami Beach on November 20, 2018. He advised that as a commissioner he enacts, implements, and applies policies, resolutions, and ordinances.

The Respondent stated that after he assumed office as Commissioner, a Purchase Card (hereinafter “P-Card”) was issued to him. He noted that he did not request the card, it was issued to him by the City. He noted that he was “vaguely familiar” with the City of North Miami Beach Procurement Card Policy and Procedure Manual. *See* City of North Miami Beach Procurement Management Division: Procurement Card Policy & Procedures, attached hereto as “Exhibit B.”

The Respondent did not recall ever receiving specific training regarding use of the P-Card. He noted that he understood that “it’s not a free for all card that you can use for whenever you want.” He explained that as a Commissioner in North Miami Beach, he has a contingency account, which is a yearly budgeted amount of approximately \$10,000 to \$12,000. His understanding is that those contingency funds could be used, aside from his salary, for items such as memberships, subscriptions/newsletter, workshops, galas, promotional items, office supplies, and travel. He indicated that the city-issued P-Cards can be used to purchase items that fall within those prescribed categories.

The Respondent stated that the city’s finance department, under the supervision of the City Manager, oversees expenditures and the amount of contingency funds allocated to each prescribed category. He explained that when a purchase is made using a city-issued P-Card, the P-Card holder submits backup documentation, i.e., receipts. The information is entered into the city’s financial system, “MUNIS.” He stated that Commission aide, Nadia Brewton, usually enters the information into MUNIS, on his behalf. Thereafter, the finance department reviews every purchase, validates it, and then either approves or denies a charge/purchase. He noted that “if there are any red flags, they are the ones that can bring those things up to remedy.” He indicated that during his tenure as Commissioner, his purchases have never been rejected.

Regarding the P-Card purchase that is the subject of this Complaint, the Respondent stated that he used his city-issued P-Card to make the purchase himself. *See* Bank of America, Purchase Card Statement, for McKenzie Fleurimond, for December 5, 2021-January 4, 2022, attached hereto as “Exhibit C.” The Bank of America statement for the Respondent’s city-issued P-Card during

² On February 13, 2023, the Executive Director reviewed the Complaint and concluded that there was legal sufficiency to begin an investigation into the Complaint’s allegation of a possible violation of Section 2-11.1(g) of the Ethics Code, entitled *Exploitation of official position prohibited*.

the relevant time period reflects a **\$300.00** charge, on December 3, 2021. The charge description states “ActBlue*FLDemocraticP.”³

The Respondent explained that the purchase was for the Florida Democratic Party 2021 Leadership Blue Gala Weekend event, that took place in Orlando, FL, on December 3-5, 2021. He recalled reading online that this was a popular yearly Florida Democratic Party event. He stated that his purpose for attending the event was to hear from the Florida Commissioner on Agriculture, other municipal officials, and state officials, regarding “policies and things that were happening in Tallahassee.” He indicated that he made a “last minute decision,” to attend the conference and described it as a “fact-finding” trip.

The website for the event describes it as, “a weekend in support of FDP [Florida Democratic Party] and Florida’s Democratic candidates!” See Screenshot of website for Florida Democratic Party 2021 Leadership Blue Gala Weekend, December 3-5, 2021, attached hereto as “Exhibit D.”

The receipt the Respondent received after the purchase notes, “1 individual Gala ticket” for a purchase in the amount of **\$300.00**. See Receipt of Purchase, attached hereto as “Exhibit E.” The top of the receipt states, “Thank you for your contribution in support of Florida Democratic Party-Federal Account!” The purchaser’s name is “McKenzie Fleurimond,” the Respondent.

The Respondent stated that he also used his city-issued P-Card to book a two-night stay at the Hyatt Regency Orlando to attend the event. The Bank of America statement for the Respondent’s P-Card during the subject time period shows a charge from the Hyatt Regency in the amount of **\$662.74**. See Exhibit C. The statement notes that the Respondent arrived at the Hyatt on December 3, 2021, and left on December 5, 2021. See Exhibit C. The charge at the Hyatt Regency Orlando corresponds with the date of the Florida Democratic Party’s 2021 Leadership Blue Gala Weekend which took place on December 3-5, 2021.

The Respondent indicated that he used his personal vehicle to drive to the event and the City of North Miami Beach reimbursed him for mileage. See City of North Miami Beach check number 1025577, issued to McKenzie Fleurimond, attached hereto as “Exhibit F.” The check was in the amount of **\$244.75**. *Id.* The check description notes that it was for “mileage” relating to “FL Democ Party Leadership Blue Conf-Orl 12/3-5/21.” *Id.*

The Respondent stated that he did not inquire about whether he could use his city-issued P-Card to make the purchase that is the subject of this Complaint because he did not see any red flags. He indicated that he did not view the \$300.00 charge as a donation/contribution, even though the receipt he received after making the purchase states, “[t]hank you for your contribution in support

³ ActBlue is an online fundraising platform for Democratic candidates up and down the ballot, progressive organizations, and nonprofits. See ActBlue website (<https://secure.actblue.com/about>).

of Florida Democratic Party-Federal Account!”⁴ See Exhibit E. He explained that he attended the event to learn, participate and meet legislators, not to make a political contribution to candidates.

The Respondent acknowledged that he was aware that he should not use his P-Card for “political things.” He stated, “I don’t think this is a partisan [event], you know...but it was organized by the Democratic Party...” He stated that he will reimburse the city if the Ethics Commission finds that there is a violation. He noted however that no one from the City of North Miami Beach has approached him regarding the inappropriate use of his P-Card relating to the Florida Democratic Party 2021 Leadership Blue Gala Weekend charges.

This agency interviewed Ms. Marcia Fennell, the Chief Financial Officer (hereinafter “CFO”) for the City of North Miami Beach, and Ms. Juliette Pennant-Allen, the city’s Accounts Payable Clerk. Ms. Fennell stated that she has been employed by the City of North Miami Beach for over twenty-four years. She stated that as CFO she is responsible for overseeing the Finance Department. She recalled reviewing and reconciling the Respondent’s \$300 charge to the Florida Democratic Party. She stated that she remembered the charge as it was entered as a “donation,” and the city’s Procurement Card Policy specifically prohibits the use of P-Cards for donations.⁵

Ms. Fennell stated that she met with her direct supervisor at the time, City Manager Arthur Sorey, regarding the item. She stated that the Chief of Staff at the time, Willis Howard, was also present at the meeting. She could not recall the exact date of the meeting. She stated that during the meeting, they discussed issues relating to City Commissioners’ P-Card statements, and she specifically brought up the Respondent’s Florida Democratic Party transaction and asked what remedial steps would be taken. She stated that she was told that they (Sorey and Howard) would speak to the Respondent about the matter. She indicated that they (Sorey and Howard) never got back to her regarding the matter. Neither Sorey nor Howard currently work for the City of North Miami Beach.

This agency also spoke to former City of North Miami Beach City Manager, Arthur Sorey. He stated that he was hired as City Manager in April 2021. He was the City Manager at the time the Respondent used his P-Card for the Florida Democratic Party 2021 Leadership Blue Gala Weekend. He stated that as City Manager, he had no direct responsibility for the P-Cards, indicating that he was the ultimate supervisor of the department heads who manage the P-Card process. He stated that he did not recall any meeting where the Respondent’s \$300 P-Card transaction was brought to his attention. However, he acknowledged that he did recall a conversation about Commissioners using their P-Cards to make donations, and there being a follow-up email indicating that donations should not be made using P-Cards. As to specifically

⁴ The City of North Miami Beach’s Procurement Card Policy and Procedure Manual specifically prohibits the use of city-issued P-Cards for gifts or donations.

⁵ In 2014, the City of North Miami Beach Commission enacted Resolution 2014-68, which provided a comprehensive policy and procedure for charitable donations made by the city’s elected officials.

recalling the conversation with Ms. Fennel regarding the subject donation/contribution, he stated “maybe, I’m not sure.”

Mr. Sorey also acknowledged that elected officials had to get approval/authorization for any travel if they were utilizing city resources for same. He stated that, as City Manager, he had to sign off on the authorization form, and thereafter the elected officials could use their city-issued P-Card for travel-related expenses. Mr. Sorey was shown a copy of the City of North Miami Beach Pre-Travel Authorization Form submitted by the Respondent, dated January 13, 2022. *See* City of North Miami Beach, Florida, Pre-Travel Authorization Form, attached hereto as “Exhibit G.” The Pre-Travel Authorization form notes that the purpose of travel was for “Florida Democratic Party Leadership Blue 2021.” *Id.* The dates of travel noted on the form were December 3, 2021, to December 5, 2021. *Id.* The form further indicates that it was signed by the Respondent, the Finance Director, and the City Manager, Arthur Sorey on January 13, 2022. *Id.* Mr. Sorey acknowledged that he signed the Pre-Travel Authorization Form, as indicated, on January 13, 2022, over a month after the travel occurred.

Mr. Sorey was also shown a copy of the Post-Travel Expense Report submitted by the Respondent, which correlates to this trip. *See* City of North Miami Beach, Florida, Post-Travel Expense Report, attached hereto as “Exhibit H.” The form indicates that it was for travel to Orlando, Florida on December 3, 2021, to December 5, 2021. *Id.* Mr. Sorey acknowledged that he signed and approved the Post-Travel Expense Report on January 13, 2022, which was the same date that he signed the Pre-Travel Authorization form. He explained that while “it’s definitely not” the normal practice or procedure for both forms to be signed and approved on the same day, he indicated that he had similar situations occur “a bunch of times” in the past.

Mr. Sorey acknowledged that City funds cannot be used for partisan purposes. He stated that he approved the Respondent’s travel expenses related to the Florida Democratic Party 2021 Leadership Blue Gala Weekend because it had the word “leadership” in the title. He indicated that while elected officials cannot use City funds to pay for partisan events, he did not view the Respondent’s \$300 contribution to the Florida Democratic Party as a donation, but rather as a service charge for attending a conference where the conference organizers will be “teaching leadership.”⁶

He reiterated that no red flags were raised when he reviewed the travel package submitted by the Respondent regarding Florida Democratic Party 2021 Leadership Blue Gala Weekend because of the “leadership part.” He noted that, as City Manager, he signed approximately two hundred documents a day, and stated that, by the time documents reach his desk, the documents should be correct because someone should have reviewed them. He advised that “Macia [Fennell] signed it [the travel packet] before it came to me, why would she sign it and give it to me.”

⁶ Through investigation, your staff became aware that the Complainant filed a similar complaint with the Florida Commission on Ethics regarding the Respondent’s \$300 P-Card transaction with the Florida Democratic Party. On September 8, 2023, the Florida Commission on Ethics found probable cause and ordered a public hearing.

The Post-Travel Expense Report shows that the City of North Miami Beach paid a total of \$1,345.47, for the Respondent to attend the Florida Democratic Party 2021 Leadership Blue Gala Weekend. *Id.* This includes \$300.00 for “registration;” \$662.73, for lodging; \$138.00, for meals; and \$233.74, for mileage. *Id.*

IV. Applicable Law

Miami-Dade County Conflict of Interest and Code of Ethics Ordinance Section 2-11.1(g), entitled “*Exploitation of official position prohibited*,” states:

No person included in the terms defined in subsection (b)(1) through (6) and (b)(13) shall use or attempt to use his or her official position to secure special privileges or exemptions for himself or herself or others except as may be specifically permitted by other ordinances and resolutions previously ordained or adopted or hereafter to be ordained or adopted by the Board of County Commissioners.

V. Analysis

Section 2-11.1(a) of the Ethics Code provides that the Ethics Code sets minimum standards of ethical conduct and that its provisions are applicable to officials and employees of County government and to all municipal governments within Miami-Dade County, including the City of North Miami Beach. The Respondent in this case is a Commissioner for the City of North Miami Beach, Florida. As Commissioner, he is a covered party pursuant to Section 2-11.1(b)(1) of the Ethics Code, which applies to members of County and municipal elected legislative bodies.

Generally, Section 2-11.1(g) of the Ethics Code provides that an elected official may not use his or her official position to secure special privileges or exemptions for himself, herself, or others. The Ethics Commission has opined that the use of public funds to attend partisan political events constitutes a violation of Section 2-11.1(g) of the Ethics Code. For example, in INQ 11-39, the Ethics Commission stated that a municipal official may not use city funds to purchase a ticket to a partisan political event in Miami-Dade County, where local elections are nonpartisan, as the official would be securing a special benefit for himself/herself, and this would violate the Ethics Code at Section 2-11.1(g), entitled “*Exploitation of official position*.” *See id.*; *see also* INQ 15-90 (a county official may not use public funds to pay for the attendance of “deserving senior citizens” at a dinner sponsored by the Republican Party because it would constitute an exploitation of official position due to the partisan nature of the event).

In this case, the Respondent violated Section 2-11.1(g) of the Ethics Code by using his city of North Miami Beach issued P-Card and additional city funds to pay for a donation/contribution to the Florida Democratic Party and all his travel-related expenses associated with his attendance of the Florida Democratic Party 2021 Leadership Blue Gala Weekend, a partisan event.

In the sworn statement provided by the Respondent to this agency, he stated that he was issued a City of North Miami-Beach P-Card after he was elected Commissioner on November 20, 2018. He admitted that he used his city-issued P-Card to make a three-hundred-dollar (\$300) charge related to his attendance of the Florida Democratic Party 2021 Leadership Blue Gala Weekend. The Bank of America statement for the Respondent's city-issued P-Card during the relevant time period reflects the \$300.00 charge, on December 3, 2021. *See* Exhibit C. The charge description states "ActBlue*FLDemocraticP." *Id.*

The Respondent admitted that he also used his city-issued P-Card to book a two-night stay at the Hyatt Regency Orlando to attend the event. The Bank of America statement for the Respondent's P-Card during the subject time period shows a charge from the Hyatt Regency in the amount of **\$662.74**. *See* Exhibit C. The statement notes that the Respondent arrived at the Hyatt on December 3, 2021, and left on December 5, 2021. *See* Exhibit C. The charge at the Hyatt Regency Orlando corresponds with the date of the Florida Democratic Party's Leadership Blue event, which took place on December 3-5, 2021.

The Respondent stated that he used his personal vehicle to drive to the event and the City of North Miami Beach reimbursed him for mileage. *See* Exhibit F. The check was in the amount of **\$244.75**. *Id.* The check description notes that it was for "mileage" relating to "FL Democ Party Leadership Blue Conf-Orl 12/3-5/21." *Id.*

The Post-Travel Expense Report submitted by the Respondent indicates that the City of North Miami Beach paid a total of **\$1,345.47** for the Respondent to attend the Florida Democratic Party 2021 Leadership Blue Gala Weekend. *See* Exhibit H. This included **\$300.00** for "registration," **\$662.73** for lodging, **\$138.00** for meals, and **\$233.74** for mileage. *Id.*

The former City of North Miami Beach City Manager, Arthur Sorey, who was City Manager at the time this occurred, acknowledged that he signed the Respondent's Pre-Travel Authorization Form, albeit belatedly, as the Respondent submitted the form over a month after he took the trip. *See* Exhibit G. Mr. Sorey stated that he did not view the Respondent's \$300 contribution to the Florida Democratic Party as a donation, but rather as a service charge for attending a conference where conference organizers were "teaching leadership." However, the Respondent, in his statement to this agency, was very clear that his purpose for attending the event was not to get leadership training but rather to hear from the Florida Commissioner on Agriculture, other municipal officials, and state officials, regarding "policies and things that were happening in Tallahassee." Additionally, the top of the receipt that the Respondent received after the purchase states, "Thank you for your contribution in support of Florida Democratic Party-Federal Account!" *See* Exhibit E.

As noted above, this Ethics Commission has opined that the use of public funds to attend partisan political events constitutes a violation of Section 2-11.1(g) of the Ethics Code. The City of North

Miami Beach Pre-Travel Authorization Form and Post-Travel Expense Report submitted by the Respondent, identified the event as a Florida Democratic Party event. *See* Exhibits G and H. The website for the event specifically noted that it was “a weekend in support of FDP [Florida Democratic Party] and Florida’s Democratic candidates!” *See* Exhibit D. The Respondent in his statement stated that he went to the event because he had read online that this was a popular yearly Florida Democratic Party event. Consequently, irrespective of whether the \$300 transaction was viewed as a donation, contribution, service charge, registration fee, and/or gala ticket, the Respondent should not have used his City P-Card and/or *any* city funds for his expenses related to his attendance at the Florida Democratic Party 2021 Leadership Blue Gala Weekend, as it was a partisan event. Both the Respondent and the former City Manager, in their statements to this agency, acknowledged that city funds cannot be used for partisan events. Thus, the Respondent secured a special benefit for himself by using his city-issued P-Card and city funds to cover his expenses related to his attendance at the Florida Democratic Party 2021 Leadership Blue Gala Weekend, in violation of Section 2-11.1(g) of the Ethics Code.

VI. Conclusion

Accordingly, based on the investigation conducted, interviews, and supporting documentation, Probable Cause exists to conclude that Respondent, McKenzie Fleurimond, violated Section 2-11.1(g) of the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance entitled “*Exploitation of official position prohibited.*”

EXHIBIT A

MIAMI-DADE COMMISSION ON ETHICS & PUBLIC TRUST
COMPLAINT FORM



COMPLAINANT (Person bringing complaint):

Name: Stephanie Kienzle
Address: 7535 SW 26 Court City: Davie Zip Code 33314
Contact No.'s: *Specify Home, Work &/or Cell* 305-335-2093 Cell
E-mail: stephanie.kienzle@gmail.com

RESPONDENT (Person against whom complaint is made):

Name: McKenzie Fleurimond
Address: NMB City Hall, 17011 NE 19 Avenue City North Miami Beach Zip Code 33162
Contact No(s): *Specify Work &/or Cell* 786-712-4216 Cell
Title/Office Held or Sought: North Miami Beach Commissioner

ALLEGATION refers to: Person in County Gov't. Person in municipal Gov't. (Specify city) North Miami Beach
AND

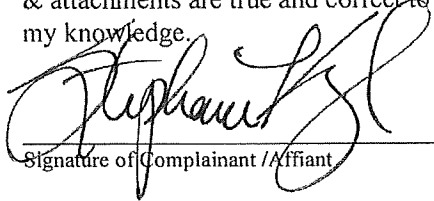
Elections Ethical Campaign Ordinance (Refer to Instructions) County's Citizens' Bill of Rights
 Employee Protection Ordinance (Whistleblower retaliation) (Refer to Instructions) County/Municipal Ethics Code
 Other (Specify) _____

Note: The Ethics Commission does not have jurisdiction over Florida Statutes, State or Federal officials, Judges, or the Miami- Dade County School Board.

STATEMENT OF FACTS BASED ON PERSONAL KNOWLEDGE: In a separate attachment, please describe in detail the facts and actions that form the basis of your complaint, including dates when the action(s) occurred. Also, attach any relevant documents as well as names and contact information of witnesses or other persons who may have knowledge about the actions. If known, indicate the section of the ordinance you believe is being violated. Please refer to the Instructions attached to this Complaint Form for further assistance.

OATH:

I, Stephanie Kienzle, do swear or affirm that the facts set forth in the foregoing complaint & attachments are true and correct to the best my knowledge.

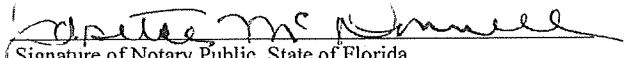


Signature of Complainant/Affiant

STATE OF FLORIDA
COUNTY OF Broward

Sworn to (or affirmed) and subscribed before me by means of [] physical presence or [] online notarization this 6th day of February, 2023

By _____
Name of Complainant/Affiant
Personally known to me or produced identification



Signature of Notary Public, State of Florida
Josette McDonnell
Print, Type or Stamp Commissioned Name of Notary Public



ALLEGATIONS AGAINST MCKENZIE FLEURIMOND

McKenzie Fleurimond is a North Miami Beach Commissioner.

Per the attached Bank of American Purchasing Card Statement for the period ending January 4, 2022, McKenzie Fleurimond charged the sum of \$300.00 the Florida Democratic Party

A Public Records Request revealed that this amount was for a contribution to the Florida Democratic Party, per the attached email from Nadia Brewton to McKenzie Fleurimond dated December 3, 2021.

The government of the City of North Miami Beach consisting of one (1) Mayor and six (6) Commissioners is a non-partisan body.

McKenzie Fleurimond's donation to a political party benefits only himself. It should not be paid by the City, since there is no public purpose or benefit for the residents of North Miami Beach.

Sec. 2-11.1.(g) of the Miami-Dade County Conflict of Interest and Code of Ethics states:

"(g) Exploitation of official position prohibited. No person included in the terms defined in subsection (b)(1) through (6) and (b)(13) shall use or attempt to **use his or her official position to secure special privileges or exemptions for himself or herself or others** except as may be specifically permitted by other ordinances and resolutions previously ordained or adopted or hereafter to be ordained or adopted by the Board of County Commissioners."



MCKENZIE FLEURIMOND
 CITY OF N MIAMI BEACH
 XXXX-XXXX-XXXX-7095

Purchasing Card

December 05, 2021 - January 04, 2022

Cardholder Activity

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441 TTY Hearing Impaired: Dial "711" Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 01/04/22 Credit Limit \$5,000 Cash Limit \$0 Days in Billing Cycle 31 Total Activity \$1,552.65 THIS IS NOT A BILL - DO NOT PAY	Credits \$0.00 Cash \$0.00 Purchases \$1,552.65 Other Debits \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Total Activity \$1,552.65

Important Messages

Global Card Access - your card information whenever, wherever and however you need it. From the dashboard, you can quickly check your credit limit, balance, available credit and recent card activity. Other features like View PIN, Change PIN, Lock Card and Alerts help you keep your card secure. For added convenience, you can easily view or download your current statement up to 12 months of past statements. Visit www.bofa.com/globalcardaccess to register your card and start using Global Card Access today.

Transactions

Posting Transaction						
Date	Date	Description	Reference Number	MCC	Charge	Credit
12/06	12/03	ACTBLUE* FLDEMOCRATICP HTTPSSURE.AMA	24492161337000040042961	8651	300.00	
12/06	12/05	TST* THE BRIARPATCH WINTER PARK FL	24137461339200141445039	5812	39.88	
12/07	12/05	HYATT REGENCY ORLANDO 8558690846 FL	24943001340722817148527	3640	662.74	
		Arrival: 12/03/21				
12/08	12/07	EIG*CONSTANTCONTACT.COM 855-2295506 MA	24906411341135961563000	5968	95.00	
12/13	12/10	AMERICAN AIR0012317891999FORT WORTH TX	24943001345978000432137	3001	256.81	
		BREWTON/NADIA 0012317891999 Departure Date: 01/28/22 Airport Code: MIA AA S PHX				

00000000 00000000 00000000 119.071(9) (b) Bank Account Info

Account Number: XXXX-XXXX-XXXX- 7095
 December 05, 2021 - January 04, 2022

Total Activity \$1,552.65

BANK OF AMERICA
 PO BOX 15731
 WILMINGTON, DE 19886-5731

MCKENZIE FLEURIMOND
 CITY OF N MIAMI BEACH
 17011 NE 19TH AVE RM 315
 NORTH MIAMI BEACH, FL 33162-3111

Cardholder Signature _____ Date _____

Manager Signature _____ Date _____

Posting payments: Payments received by mail at the remittance address shown on the Payment Coupon portion of the face of this statement on a banking day will be posted to your account on the day received. If we receive your mailed payment on a non-banking day, we will post it to your account on the next banking day. There may be a delay of up to 5 banking days in posting payments made at a location other than the mailing address listed on the front of your payment coupon.

Service for the hearing impaired (TTY/TDD): We accept calls made through relay services (dial 711).

Telephone monitoring: For the purposes of monitoring and improving the quality of service, Bank's supervisory personnel may listen to and/or record telephone calls between Bank employees and any person acting on Company's behalf.

In case of errors or questions about your bill: Errors or questions about your bill must be received in writing no later than 60 days after we sent you the first statement on which the error or problem appeared. Please mail this information to BANKCARD CENTER, PO BOX 660441, DALLAS, TX 75266-0441. Your letter must include the following information:

- . The company name, cardholder name and account number in question.
- . The dollar amount of the suspected error.
- . A written description of the error and why you believe there is an error. If you need more information, describe the item you are unsure about.

Customer Service:	For questions regarding transactions, general assistance, and reporting lost and stolen cards, call:	
	<u>Within the U.S.</u>	<u>Outside the U.S.</u>
	1.888.449.2273	1.509.353.6656 (collect calls accepted)

Thank you for your business.

Posting payments: Payments received by mail at the remittance address shown on the Payment Coupon portion of the face of this statement on a banking day will be posted to your account on the day received. If we receive your mailed payment on a non-banking day, we will post it to your account on the next banking day. There may be a delay of up to 5 banking days in posting payments made at a location other than the mailing address listed on the front of your payment coupon.

MCKENZIE FLEURIMOND
 CITY OF N MIAMI BEACH
 XXXX-XXXX-XXXX-7095
 December 05, 2021 - January 04, 2022

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Transactions

Posting Transaction						
Date	Date	Description	Reference Number	MCC	Charge	Credit
		Departure Date: 01/28/22 Airport Code: PHX AA N MIA				
12/13	12/10	AMERICAN AIR0012317894281FORT WORTH TX FLEURIMOND/MCKENZIE 0012317894281	24943001345978000432384	3001	123.41	
		Departure Date: 01/31/22 Airport Code: PHX AA N MIA				
12/13	12/10	AMERICAN AIR0010643720554FORT WORTH TX FLEURIMOND/MCKENZIE 0010643720554	24943001345978001355386	3001	74.81	
		Departure Date: 12/10/21 Airport Code: RVU AA Y FEE				

MCKENZIE FLEURIMOND
CITY OF N MIAMI BEACH
XXXX-XXXX-XXXX-7095
December 05, 2021 - January 04, 2022
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Public Records Exemptions

Enclosed please find a copy of the response documents for your public records request. The following information is provided to explain the process employed to review and produce the response documents.

Page	Reason	Description
1	119.071(9) (b) Bank Account Info	Bank Account Numbers, Debit, Charge & Credit Card Numbers

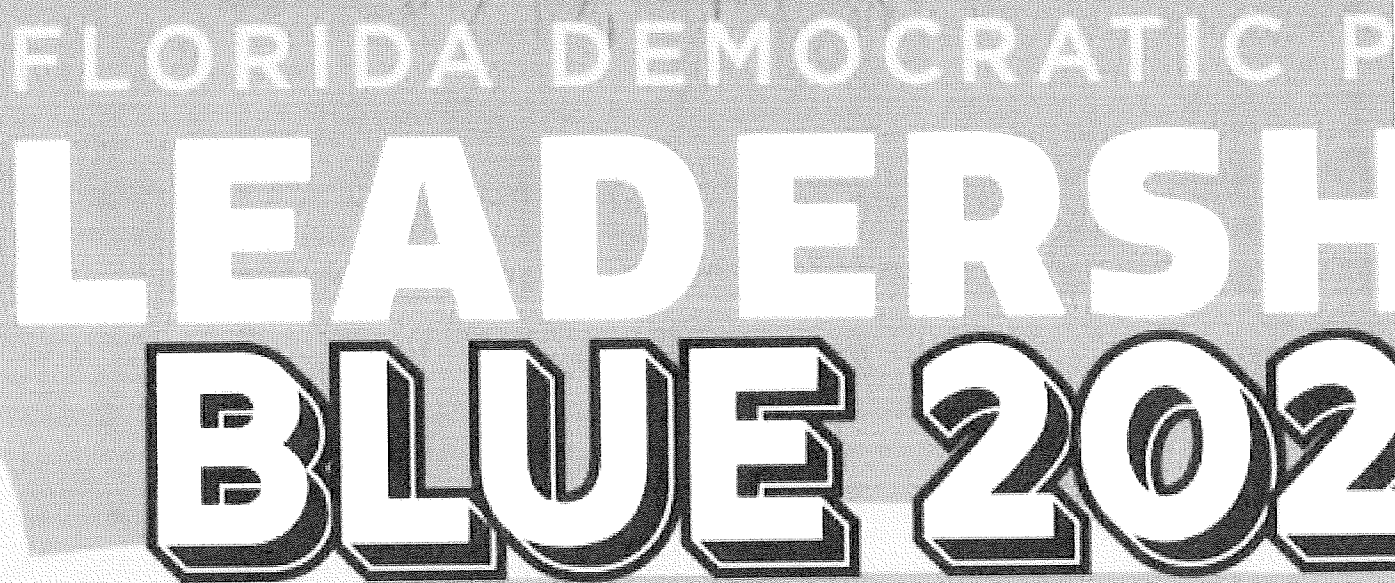
Brewton, Nadia

From: info+AB210010384@actblue.com on behalf of ActBlue Receipts <info+AB210010384@actblue.com>
Sent: Friday, December 3, 2021 2:39 PM
To: Fleurimond, McKenzie
Subject: Thank you for your contribution to Florida Democratic Party - Federal Account!

Follow Up Flag: Follow up
Flag Status: Flagged

[EXTERNAL] This email originated from outside the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Here's a receipt for your \$300.00 contribution. Please complete the ticket information.



What you'll be joining us for our Leadership Blue 2021 Gala!

Please feel welcome to reach out to kpatterson@floridadems.org with any questions.

LeadershipBlue.com for a full schedule of free trainings, panels, and receptions throughout the Leadership Blue 2021 weekend

and sponsorship sales are final and non-refundable.

Your contribution receipt

\$300.00

One-time contribution

Thank you for your contribution in support of Florida Democratic Party - Federal Account!

1 Individual Gala ticket ticket	\$300.00
Total charged	\$300.00

Name McKenzie Fleurimond

Order # [AB210010384](#)

Order Date 12/3/2021

Payment Type VISA 7095

Billing ZIP 33163

This transaction will appear as one or more charges to ACTBLUE*FLDEMOCRATICPARTY on your credit card statement.


[Unsure about this charge?](#)

Tired of entering your payment information every time?

[Create an ActBlue Express account](#)

And save time while contributing more effectively to the candidates and causes you support. Plus, review your full giving history at any time.

Your ticket summary

Fundraising Page  Join your fellow Florida Dems for an incredible night!

Ticket Count 1 Individual Gala ticket

Tickets will be sent to your guests individually, after you complete the ticket information.

[Complete your ticket information](#)

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Need help? Reply to this email or drop us a line at info@actblue.com.

PLEASE NOTE: The City of North Miami Beach is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure. All e-mail sent and received is captured by our servers and kept as public record.

EXHIBIT B

Volume

2

CITY OF NORTH MIAMI BEACH

Procurement Management Division

Procurement Card Policy & Procedures

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INTRODUCTION

The City of North Miami Beach Procurement Card Program is designed to improve efficiency, timeliness and internal control in processing small dollar, non-reoccurring purchased from vendors that accept the Visa credit card. Many of our suppliers, currently being paid by petty cash and blanket purchase orders will accept the Visa credit card.

This program will allow cardholder to purchase approved commodities and services directly from our vendors. Each procurement card is issued to a named individual and the City of North Miami Beach is clearly shown on the card as the governmental buyer of goods and services.

The Procurement & Contracts Services Division will monitor the performance of the program. All questions or concerns should be directed to:

Procurement Related: Chief Procurement Officer
Accounting Related: Finance Director

Purpose

The purpose of these policies and procedures is to accomplish the following:

- To provide an efficient method of purchasing and paying for goods and services not exceeding \$1000 per purchase unless otherwise approved.
- To reduce the use of petty cash and blanket purchase orders.
- To ensure Procurement card purchases are in accordance with the City's ordinances, policies and procedures.
- To reduce the time spent by the Accounts Payable clerk processing low dollar transactions.
- To ensure that the City bears no legal liability from inappropriate use of procurement cards.
- To provide for disciplinary action if the procurement cards are misused.

The policies and procedures herein are minimum standards for Departments and Directors may establish additional controls if necessary.

Methodology

The Procurement Card system simplifies the procurement / disbursement process. Procurement responsibility is delegated to the ordering department enabling an authorized cardholder to place an order directly with the vendor.

When a purchase authorization is requested by the supplier at the point-of-sale, the Visa Procurement Card system validates the transaction against preset limits established by the employee's department. All transactions are approved or declined (electronically) based on the procurement card authorization criteria established. The authorization criteria may be adjusted periodically as needed and may include, but is not limited to, the following:

- Number of transactions allowed per day
- Number of transactions allowed per month
- Single purchase limit
- Monthly spending limit
- Approved merchant category codes

The authorization process occurs through the electronic system that supports the procurement card processing services under the City of North Miami Beach Agreement with Bank of America N.A.

Responsibility

The following is a summation of the responsibilities of the individuals and organizations involved in the procurement card system:

Cardholder:

- Hold and secure procurement card
- Collect and save sales receipts
- Match and attach receipts with monthly card statement
- Review monthly statements for validity of all transactions
- Review monthly charges with supervisor
- Identify disputed charges

Department Representative: Individual(s) designated by Department Head

- Review monthly statement with cardholder
- Sign the monthly statement authorizing charges
- Verify the appropriateness of cost center codes (i.e., fund/agency organization assigned to charges)
- Handle disputed items

PROCUREMENT CARD POLICIES & PROCEDURES

- Forward statement and supporting receipts to Finance Department

Department Head:

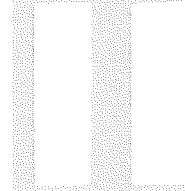
- Request Procurement Cards for designated employees
- Set department spending limits within established guidelines
- Designate representatives responsible for authorizing charges
- Collect cards from cardholders who end employment
- Evaluate the need to cancel or reissue cards when employees transfer

Procurement Card Administrator:

- Maintain cardholder list
- Coordinate issuance and cancellations of cards
- Coordinate program policy issues
- Participate in ongoing program reviews
- Participate in resolving billing disputes
- Coordinate and maintain internal controls
- Maintain policy and cardholder guides / manuals
- Target new cardholders and expanded use of card
- Establish and monitor benchmarking objectives
- Pursue supplier discount opportunities
- Evaluate Procurement Card feedback from suppliers

Finance Department:

- Receive approved monthly statements from all cardholders' departments
- Receive consolidated statement from Procurement Card issuer
- Confirm that all charges are authorized by Department Representative(s)
- Notify Departments when approved monthly statements are not received
- Pay all monthly charges from consolidated statements
- File and store statements, receipts, etc.
- Administer 1099 reporting



ASSIGNMENT & CONTROL OF THE PROCUREMENT CARD

Requests for and Issuance of Procurement Cards

Procurement cards will be issued to individual employees who frequently purchase goods and services in single purchase amounts of \$1000 or less. Generally these will be the employees who, before the Procurement Card Program, often used petty cash, direct payments and blanket purchase orders.

The Procurement Card will have the employee's name, the City's name, the Department / Division's name, and expiration date. The Procurement Card issuing company will not have individual cardholder information, other than the cardholder's work address and Badge ID number. No credit records, etc., of the cardholder are maintained.

All requests for Procurement Cards must be made by the Department Head.

All requests for new cardholders or for changes to current cardholders will be made by submitting a request form to the Procurement Card Administrator.

When the Procurement Card Administrator receives a Procurement Card from an issuing card company, the cardholder will be required to personally take receipt of the card and sign a certification and receipt form. The cardholder will be given a copy of the Procurement Card Policies and Procedures guide.

The Procurement Card Administrator will notify the requesting department upon the issuance of all Procurement Cards.

Lost or Stolen Procurement Cards

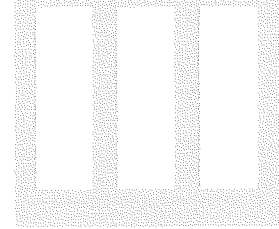
If a Procurement Card is lost or stolen, the cardholder or department representative must immediately notify the Procurement Card Company and the Procurement Card Administrator of the loss.

The cardholder will be responsible for reporting all information necessary to reduce the liability to the City for lost or stolen cards.

Termination or Transfer of Cardholder

When an employee ends his or her employment or is transferred to another department, the Department Head must collect the Procurement Card, and then submit the destroyed card to the Procurement Card Administrator.

If the Department is unable to collect the Procurement Card when an employee terminates, the Department Head must immediately notify the Procurement Card Administrator. The Procurement Card Administrator will ensure that the card is canceled.



LIMITATIONS ON USE OF PROCUREMENT CARDS

Cardholder Use Only

The Procurement Card may be used only by the employee whose name is embossed on the card. No other person is authorized to use the card.

City Purchases Only

The Procurement Card is to be used for City authorized purchases only.

The Procurement Card cannot be used for any personal use and any such use will require immediate reimbursement and will result in disciplinary action.

Dollar Limitations

The Department Head approving the assignment of a Procurement Card will set two limits for each cardholder: a single purchase limit and a 30-day limit. The standard limits shall be \$1000 for a single purchase. Requests for spending limit changes must be initialed and authorized by the Department Head.

A purchase may be made of multiple items, but the invoice cannot exceed \$1000 or the cardholder's limit if less than \$1000. Payment for purchases shall not be split to stay within the single purchase limits and restrictions.

Department Heads must submit in writing to the Procurement Division any request with explanation for increased limits or temporary changes in restrictions.

Prohibited Uses of Procurement Cards

The Procurement Card has been designed to prohibit purchases of certain commodities, services or vendors through the use of electronic controls. Circumstances in which procurement card is the only possible option of procurement, a written request must be sent via e-mail to the Chief Procurement Officer with a copy to the Department Head for approval. Upon consent, Chief Procurement Officer will coordinate with the Procurement Card Company to release card controls that apply with request. Controls will only be released for the allotted time

PROCUREMENT CARD POLICIES & PROCEDURES

specified in written request. A copy of the written request and all receipts must be attached for payment to Finance.

Prohibited uses of the P-Card include the following transactions:

- • Alcoholic Beverages
- Ammunition/Weapons
- Any additional goods/services, specifically restricted by the Chief Procurement Officer, as notified from time to time.
- Any items(s) for personal or non-City use
- Cash advances of any kind
- Cash Refunds – any refund must be in the form of a credit to the P-Card account
- Computers & Computer Printers (Exception for item approved by I.T. and Procurement Managed Division.)
- Construction Projects
- Consulting Services
- Eating Establishments/Restaurants (permitted with prior written approval of the City Manager)
- Entertainment/Performers (exception for Recreation/Cultural Arts programs and approved by Procurement Management Division)
- Fines and Late Fee Penalties
- Florida Sales tax
- Gasoline, Fuel, or Oil (exception for approved travel outside the County)
- Gifts and Donations (excludes official gifts by the Chief Procurement Officer and City Manager)
- Goods/services available on a current City contract, (with the exception of those items approved by the Procurement Management Division, i.e. Office Depot, Home Depot)
- Goods/Services specifically restricted by the Procurement Managed Division, the City Manager, or the City of North Miami Beach Code of Ordinances
- Independent Contractor Services
- Industries such as Antique/Pawn Shops, Antique Reproductions, Jewelry Stores, Dating & Escorting Services, Massage Parlors, Betting/Track/Casino, Lotto, Precious Stones & Metals, Stamp & Coin Stores, Health & Beauty Spas, etc.
- Insurance
- Interest and Finance Charges
- Legal Services
- Lobbying
- Maintenance Contracts
- Medical Services
- Miscellaneous Services such as Tailors, Laundry/Dry Cleaning, Barber/Beauty Shops, Shoe Repair, etc.
- Postage
- Purchases over \$1,000
- Specialty Retail Stores such as Duty-Free Stores, Glassware/Crystal Stores, Religious Good Stores, Hearing Aides, Orthopedic Goods, Cigar Stores, etc.

PROCUREMENT CARD POLICIES & PROCEDURES

- Splitting purchase transaction to circumvent the Procurement or Payment process
- Vehicle repairs (with the exception of those repairs Public Works or Police Fleet and Procurement Management Division)

When a cardholder is unsure of the legitimacy of a P-Card purchase they are to contact the P-Card Administrator or Chief Procurement Officer for clarification of use prior to the purchase.

Telephone/On-Line Orders

When placing a telephone order, the cardholder must confirm the exact amount that the vendor will charge the P-Card before the shipment is made. The cardholder must receive a delivery slip or receipt with the order to retain for matching with the monthly statement.

Purchases may be made on the Internet. You may use the packing slip, screen print receipt, or any other documentation from the vendor that shows the description of the item and price, to match with your statement as documentation. All items purchased by telephone or the Internet must be delivered by the vendor within the 30 day billing cycle and delivered in single shipments. No back ordering is permitted.

Emergency Operations

As approved by the City Manager, during disaster preparation it is policy that the Procurement Card limits will be raised for Department Head & Assistant Department Heads with all limitation lifted. This will assist in food purchases, accommodations for Disaster Relief Crews, and other necessary items.

Other Conditions

All items purchased by telephone/website must be delivered by the vendor within the 30-day billing cycle. The order should not be placed without this assurance.

All items purchased by telephone/website must be delivered to the requesting departments address and cardholders attention, otherwise products may be returned to sender if unable to identify ordering department.

PROCEDURES FOR MAKING AND PAYING FOR PURCHASES

Documentation of Over-The-Counter Purchases

When an over-the-counter purchase is made, the cardholder must obtain the customer's copy of the charge slip.

The charge slip will be retained either by the cardholder or by a Department Representative until forwarded to Finance Department with the monthly statements.

Missing Documentation

If for some reason the cardholder does not have the documentation of the transaction to send with the statement, he/she must attempt to obtain a copy from the vendor prior to forwarding the statement to the Finance Department. If this is not possible then the cardholder and the Department Head must initial next to the item to verify a valid purchase.

Payment and Invoice Procedures

The Procurement Card Company will mail an individual billing statement to the cardholder at their office and one consolidated statement for all cardholders to the Finance and Procurement Management Division. This Statement of Account will list all transactions processed during the previous 30 days. If no purchases were made on the Procurement Card during the billing cycle, no Statement of Account will be generated unless adjustments for previously billed transactions have been processed during that cycle.

The cardholder must review the statement and note any errors. Card charge slips / receipts for all items listed on the statement should be attached to the statement. A Direct Payment will be processed listing an account number and distribution of expenditure. The statement will then be reviewed and signed by the Department Representative designated by the Department Head. By signing the statement, the designated department representative is certifying that all charges are appropriate and authorized and

PROCUREMENT CARD POLICIES & PROCEDURES

that all charges are proved by attached receipts. Once the department representative has reviewed and signed, all statements are forwarded to the Finance Department. All statements shall be forwarded to the Finance Department within five working days after receipt.

The Finance Department will ensure that the procurement card charges are paid timely and that the consolidated statement received is reconciled against the individual cardholder statements forwarded from the Departments. Department Heads will be notified when individual statements are not received in the allotted time. Continued failure to meet the five day deadlines may result in the revocation of procurement cards at the discretion of the Procurement Card Administrator.

Disputes

If items purchased with the procurement card are defective, the cardholder must return the item(s) to the vendor for replacement or credit. If the service paid for with the procurement card is faulty, the vendor must be notified and asked to correct the situation or provide a credit. If the vendor refuses to replace or correct the faulty item or service, the purchase will be considered in dispute.

A disputed item must be explained with a note on the cardholder's Statement of Account before the statement is forwarded to the Finance Department for payment.

It is essential that the time frames and documentation requirements established by the Procurement card issuer be followed to protect the cardholder's rights in dispute. Dispute policies and procedures issued by the procurement card issuer will be provided at the time procurement cards are issued to cardholders.

Review of Purchases by Departments

Because of their knowledge of the job responsibilities and requirements, department representatives are required to review each Procurement card expenditure (item purchased, amount and vendor) to ensure the goods or services were necessary and for official use.

When purchases are questioned, the Department Head or their designated Department Representative will be responsible for resolving the issue with the cardholder. If the Department Head cannot be satisfied that the purchase was necessary and for official use, the cardholder must provide either a credit voucher proving the item(s) were returned for credit or a personal check for the full amount of the purchase. Checks must be sent to the Finance Department with an explanation and account number.

Serious or repeated misuse of the Procurement card will result in the revocation of the card. Employees incorrectly using their Procurement card will be disciplined by the Department / Division Head as necessary.

To help the departments in their reviews, management reports may be provided by the procurement card company, contact the Procurement Card Administrator for further information.

PROCUREMENT CARD POLICIES & PROCEDURES

CITY OF NORTH MIAMI BEACH
PROCUREMENT CARD REQUEST

I request for the City of North Miami Beach to issue a procurement card for:

Employee Name: _____

Employee Badge # Number: _____

Department/ Position: _____

This is the maximum limit that will be issued per card; limits can be adjusted downward to suit your need. Limits are subject to change at the direction of the General Services Director or City Manager's request.

Single Purchase Limit: Not to exceed \$1,000.00 or (less) \$ _____

30 Day Limit: Not to exceed \$5,000.00 or (less) \$ _____

Profile Requested _____

Department Head Signature: _____ Date: _____

Procurement Management Approval: _____ Date: _____

City Manager Approval: _____ Date: _____



PROCUREMENT CARD POLICIES & PROCEDURES

**Purchasing Card Agreement
Card Holder**

I certify that I have received a City of North Miami Beach Purchasing Card to be utilized in the performance of my duties for the City. I agree to the following:

1. While making financial commitments on behalf of the City of North Miami Beach, I will strive to obtain fair and reasonable value on each purchase.
2. I acknowledge that I am the only person entitled to use the card and I am accountable for all charges made against the card.
3. I agree to use the Purchasing Card solely for allowable purchases directly related to the performance of my duties and I understand that I cannot use the Purchasing Card for personal use or for non-City business purposes. Should I use the Card for non-City business purposes, or in violation of established policies, I agree to reimburse the City for any costs associated with such misuses.
4. I acknowledge, agree, and authorize that should I fail to timely reimburse the City for any personal use or non-City business purpose purchase or charges on the City Purchasing Card, the City may deduct the amounts necessary to recover the costs of said purchases or charges from my salary or wages or accrued leave balances. I understand that such deductions shall continue from paycheck to paycheck until all amounts due are recovered by the City. If my employment with the City terminates before the aforementioned is repaid, any balance still owing may be taken out of my final paycheck. I further acknowledge and agree that this authorization is pursuant to and consistent with the provisions of Section 12.171, Florida Statutes.
5. I acknowledge that I have received the established Policies and Procedures for the Use of the Purchasing Card and will follow the policies and procedures. Failure to follow these policies and procedures may result in revocation of my privilege to use the Card and/ or disciplinary action up to and including termination of employment.
6. I acknowledge that I am responsible for reconciling the monthly Statement of Account and resolving any discrepancies by contacting the vendor and notifying the P-Card Administrator.
7. I agree to return the Card immediately upon request or upon termination of employment or transfer to another position, division or department.
8. If the Purchasing Card is lost or stolen, I agree to notify the Purchasing Card Administrator and the Purchasing Card Company immediately.

I certify that I have received the City Purchasing Card identified below and a copy of the City of North Miami Beach policies and procedures related to said Card; and I understand and agree to the terms set forth therein. I acknowledge that I have received the Purchasing Card training that allows me to use the Card. I agree that I will relinquish my Purchasing Card to the City of North Miami Beach when requested to do so. I also understand that failure to use the Purchasing Card in accordance with all rules and regulations may require relinquishing the Card, reimbursement to the City, deduction from my salary, wages or leave accrual balances and/ or disciplinary action up to and including termination of employment. I further understand that the City has zero tolerance for any purchases of a personal nature.

Note: Purchasing Card may only be assigned to full time employees.

Employee's Signature

Date

Employee's Name (Print)

Card Number (last four digits)

PROCUREMENT CARD POLICIES & PROCEDURES

Purchasing Card
Abuse Notification Form

TO: _____

Department: _____

Purchasing Card No: _____

Date: _____

This notification is to inform you that you have violated the Policies and Procedures established for use of the Purchasing Card. Specifically, the violation was:

- _____ Purchase over designated amount \$ _____
- _____ Purchase of unauthorized or prohibited items/ services
- _____ Multiple transactions to circumvent Purchasing procedures
- _____ Failure to provide proper documentation, receipts, invoices, monthly statements, etc.
- _____ Personal charges
- _____ Allowing another person, other than the cardholder, to use the card
- _____ Failure to report a lost or stolen card in a timely manner
- _____ Repeated violations
- _____ Other: _____

According to our records, this is your _____ violation. As you have been previously informed, misuse of the Purchasing Card will result in revocation of Purchasing Card privileges and may result in additional actions. I am referring all violations and discrepancies to your Department Director and to the City Manager for appropriate action, which may include reimbursement to the City, deduction from your salary, wages or leave accrual balances and/ or disciplinary action up to and including termination of employment.

If you have any questions on this matter, please contact me.

Purchasing Card Administrator Date Card Holder Signature Date

Department Director Signature Date

City Manager Signature Date

PROCUREMENT CARD POLICIES & PROCEDURES

**Purchasing Card
Reinstatement Request**

Request for the City of North Miami Beach to reinstate the procurement card for:

Employee Name: _____

Employee Badge # Number: _____

Department/ Position: _____

Date of Inactivation: _____

Reason for Inactivation / Suspension:

Department Head Signature: _____ Date: _____

Procurement Management Approval: _____ Date: _____

City Manager Approval: _____ Date: _____

EXHIBIT C



MCKENZIE FLEURIMOND
 CITY OF N MIAMI BEACH
 XXXX-XXXX-XXXX-7095

December 05, 2021 - January 04, 2022

Purchasing Card

Cardholder Activity

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441 TTY Hearing Impaired: Dial "711" Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 01/04/22 Credit Limit \$5,000 Cash Limit \$0 Days in Billing Cycle 31 Total Activity \$1,552.65 <div style="border: 1px solid black; padding: 5px; text-align: center;"> THIS IS NOT A BILL - DO NOT PAY </div>	Credits \$0.00 Cash \$0.00 Purchases \$1,552.65 Other Debits \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Total Activity \$1,552.65

Important Messages

Global Card Access - your card information whenever, wherever and however you need it. From the dashboard, you can quickly check your credit limit, balance, available credit and recent card activity. Other features like View PIN, Change PIN, Lock Card and Alerts help you keep your card secure. For added convenience, you can easily view or download your current statement up to 12 months of past statements. Visit www.bofa.com/globalcardaccess to register your card and start using Global Card Access today.

Transactions

Posting Transaction						
Date	Date	Description	Reference Number	MCC	Charge	Credit
12/06	12/03	ACTBLUE* FLDEMOCRATICP HTTPSSECURE.AMA	24492161337000040042961	8651	300.00	
12/06	12/05	TST* THE BRIARPATCH WINTER PARK FL	24137461339200141445039	5812	39.88	
12/07	12/05	HYATT REGENCY ORLANDO 8558690846 FL	24943001340722817148527	3640	662.74	
		Arrival: 12/03/21				
12/08	12/07	EIG*CONSTANTCONTACT.COM 855-2295506 MA	24906411341135961563000	5968	95.00	
12/13	12/10	AMERICAN AIR0012317891999FORT WORTH TX	24943001345978000432137	3001	256.81	
		BREWTON/NADIA 0012317891999 Departure Date: 01/28/22 Airport Code: MIA AA S PHX				

00000000 00000000 00000000 119.071(9)(b) Bank Account Info

Account Number: XXXX-XXXX-XXXX- 7095
 December 05, 2021 - January 04, 2022

Total Activity \$1,552.65

BANK OF AMERICA
 PO BOX 15731
 WILMINGTON, DE 19886-5731

Cardholder Signature _____ Date _____

MCKENZIE FLEURIMOND
 CITY OF N MIAMI BEACH
 17011 NE 19TH AVE RM 315
 NORTH MIAMI BEACH, FL 33162-3111

Manager Signature _____ Date _____

Posting payments: Payments received by mail at the remittance address shown on the Payment Coupon portion of the face of this statement on a banking day will be posted to your account on the day received. If we receive your mailed payment on a non-banking day, we will post it to your account on the next banking day. There may be a delay of up to 5 banking days in posting payments made at a location other than the mailing address listed on the front of your payment coupon.

Service for the hearing impaired (TTY/TDD): We accept calls made through relay services (dial 711).

Telephone monitoring: For the purposes of monitoring and improving the quality of service, Bank's supervisory personnel may listen to and/or record telephone calls between Bank employees and any person acting on Company's behalf.

In case of errors or questions about your bill: Errors or questions about your bill must be received in writing no later than 60 days after we sent you the first statement on which the error or problem appeared. Please mail this information to BANKCARD CENTER, PO BOX 660441, DALLAS, TX 75266-0441. Your letter must include the following information:

- . The company name, cardholder name and account number in question.
- . The dollar amount of the suspected error.
- . A written description of the error and why you believe there is an error. If you need more information, describe the item you are unsure about.

Customer Service:	For questions regarding transactions, general assistance, and reporting lost and stolen cards, call:	
	<u>Within the U.S.</u>	<u>Outside the U.S.</u>
	1.888.449.2273	1.509.353.6656 (collect calls accepted)

Thank you for your business.

Posting payments: Payments received by mail at the remittance address shown on the Payment Coupon portion of the face of this statement on a banking day will be posted to your account on the day received. If we receive your mailed payment on a non-banking day, we will post it to your account on the next banking day. There may be a delay of up to 5 banking days in posting payments made at a location other than the mailing address listed on the front of your payment coupon.

MCKENZIE FLEURIMOND
 CITY OF N MIAMI BEACH
 XXXX-XXXX-XXXX-7095
 December 05, 2021 - January 04, 2022

Transactions

Posting Transaction						
Date	Date	Description	Reference Number	MCC	Charge	Credit
		Departure Date: 01/28/22 Airport Code: PHX AA N MIA				
12/13	12/10	AMERICAN AIR0012317894281FORT WORTH TX FLEURIMOND/MCKENZIE 0012317894281	24943001345978000432384	3001	123.41	
		Departure Date: 01/31/22 Airport Code: PHX AA N MIA				
12/13	12/10	AMERICAN AIR0010643720554FORT WORTH TX FLEURIMOND/MCKENZIE 0010643720554	24943001345978001355386	3001	74.81	
		Departure Date: 12/10/21 Airport Code: RVU AA Y FEE				

BANK OF AMERICA



MCKENZIE FLEURIMOND
CITY OF N MIAMI BEACH
XXXX-XXXX-XXXX-7095
December 05, 2021 - January 04, 2022
Page 4 of 4

EXHIBIT D

2021 Leadership Blue Gala Weekend

by Democratic Party Lee County | Oct 14, 2021 | FDP News | 0 comments



The Florida Democratic Party is excited to share that our annual Leadership Blue Weekend has been re-scheduled for December 3-5, 2021 at the Rosen Plaza Hotel* in Orlando, FL with the signature Leadership Blue Gala taking place on Saturday, December 4th at the Orange County Convention Center.

We are excited to finally be able to get together in-person for a safe, fun and productive weekend of events. You can visit www.LeadershipBlue.com for the most up to date information about the weekend, including hotel accommodations, schedules and speakers. The room blocks will fill up quickly so we encourage you to reserve your rooms sooner than later. All sponsorships, ticket and table purchases made for the original event date will be honored for the rescheduled event, although seating arrangements will be modified to accommodate additional distancing.

New ticket and table reservations can be made via the Leadership Blue website. For sponsorships, please email Michelle Sierra at mSierra@floridadems.org. Please let us know if you have any questions. We look forward to seeing you in December in support of FDP and Florida's Democratic candidates!

*Rosen Plaza implements measures to ensure that guest-rooms, amenities, and services are accessible to all guests regardless of abilities and disabilities. Should you require ADA-compliant accommodations, please reach out to partyaffairs@floridadems.org

Share this:

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- Twitter
- Email

Like this:

☆ Like

Be the first to like this.

EXHIBIT E

Your contribution receipt

\$300.00

One-time contribution

Thank you for your contribution in support of Florida Democratic Party - Federal Account!

1 Individual Gala ticket ticket	\$300.00
Total charged	\$300.00

Name McKenzie Fleurimond

Order # [AB210010384](#)

Order Date 12/3/2021

Payment Type VISA 7095

Billing ZIP 33163

This transaction will appear as one or more charges to ACTBLUE*FLDEMOCRATICPARTY on your credit card statement.

* [Unsure about this charge?](#)

Tired of entering your payment information every time?

And save time while contributing more effectively to the candidates and causes you support. Plus, review your full giving history at any time.

Your ticket summary

Fundraising Page  Join your fellow Florida Dems for an incredible night!

EXHIBIT F

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
01/05/2022	MILEAGE-120321	FL DEMOC PARTY-LEADERSHIP BLUE CONF-ORL 12/3-5/21	\$244.75

VENDOR NUMBER	VENDOR NAME	CHECK NUMBER	CHECK DATE	CHECK AMOUNT
524910	FLEURIMOND MCKENZIE	1025577	01/14/2022	\$244.75



City of North Miami Beach

17011 NE 19th Avenue
 North Miami Beach, FL 33162

FL Tax Exempt # 23-14-324970-54C

Vendor Number	Check Date	Check Number
524910	01/14/2022	1025577

\$244.75

Pay Two Hundred Forty-four Dollars and 75 Cents*****

To the Order Of FLEURIMOND MCKENZIE
 15221 NE 11TH COURT
 NORTH MIAMI BEACH, FL 33162-0000

**FILE COPY
 NON-NEGOTIABLE**

EXHIBIT G



City of North Miami Beach, Florida

PRE-TRAVEL AUTHORIZATION FORM

(FOR DIRECTORS ONLY)

Name: McKenzie Fleurimond Phone: (786) 712-4216
Department: Mayor & Commission Division: 100
Purpose of Travel: Florida Democratic Party Leadership Blue 2021

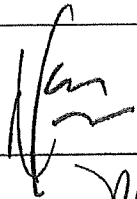
Dates of Travel: 12/03/2021 to 12/05/2021

Account Number(s): 010115-511540/405

Estimated Cost:

1. Registration:	\$ <u>300.00</u>	
2. Hotel:	\$ <u>662.74</u>	
3. Air Fare:	\$ <u> </u>	
4. Meals:	\$ <u>138.00</u>	
5. Car Rental:	\$ <u> </u>	
6. Mileage:	\$ <u>244.75</u>	Miles <u>218.53</u> x <u>2</u> x \$ <u>.56</u> rate
7. Other:	\$ <u> </u>	(Explain) <u> </u>
Total:	\$ <u>1345.49</u>	

Additional Comments:

Requestor's Signature  Date: 1/13/22

Finance Director Signature  Date: 1/13/2022

City Manager Signature  Date: 1/13/22

EXHIBIT H



City of North Miami Beach, Florida

One Vision • One Mission
Done City

POST-Travel Expense Report

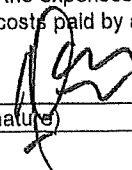
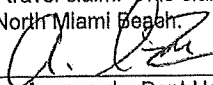
Traveler's Name McKenzie Fleurimond	Department Mayor & Commission	Traveler's Vendor Number 521041
Destination Orlando, Florida	Departure Date 12/3/2021	Return Date 12/5/2021

ITEM	Day Date	Friday	Saturday	Sunday					TOTAL
		12/3/2021	12/4/2021	12/5/2021					
Lodging		\$ 220.91	\$ 220.91	\$ 220.91					\$ 662.73
Meals	Rate								
Breakfast	\$16	34.50	69.00	34.50					\$ 138.00
Lunch	\$17								\$ -
Dinner	\$31								\$ -
Registration Fee		300.00							\$ 300.00
Airfare									\$ -
Taxi/Shuttle									\$ -
Tolls/Parking									\$ -
Vehicle Rental									\$ -
Mileage		122.37		122.37					\$ 244.74
Other									\$ -
Total		\$ 677.78	\$ 289.91	\$ 377.78	\$ -	\$ -	\$ -	\$ -	\$ 1,345.47

- Instructions:**
- This form must be completed and submitted after each trip.
 - Complete each section for which travel expenses are claimed. Include totals for each day and for each line item.
 - This form is to be supported by paid receipts for all claims except meals.
 - Within ten (10) working days of return, accounting must be made on this form, properly signed, and submitted to the Finance Department. Excess advanced funds shall be returned to the Finance Department with submission of this form.
 - Use additional forms as needed.

Grand Total from above		\$ 1,345.47
Loss Prior Payments or Advances		
Hotel	Hotel name chk# xxxxxx	
Per Diem	Prepaid Chk# xxxxxx	
Registration	Org name Chk# xxxxxx	
Other		
Amount Due City or Traveler		\$ 1,345.47

I certify that the expenses reported were actually incurred by me as necessary traveling expenses in the performance of my official duties. Any costs paid by another agency have been deducted from this travel claim. This claim is true and correct and conforms to the Travel Policy of the City of North Miami Beach.


1/12/22

1/13/22

Traveler (signature) _____ Date _____ Approved - Dept Head (signature) _____ Date _____

For use by Finance Department: