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## **CITY OF WEST PARK CITY COMMISSION MEETING AGENDA**

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**WEDNESDAY, OCTOBER 4, 2023  
7:00 PM  
COMMISSION CHAMBER, CITY HALL  
1965 SOUTH STATE ROAD 7, WEST PARK, FL 33023**

[www.cityofwestpark.org](http://www.cityofwestpark.org)

**Phone: 954-989-2688 Fax: 954-989-2684**

**Mayor Felicia M. Brunson  
Vice Mayor Brandon Smith  
Commissioner Marvin Price  
Commissioner Joy B. Smith  
Commissioner Dr. Katrina V. Touchstone**

**W. Ajibola Balogun, City Manager  
Burnadette Norris-Weeks, City Attorney  
Alexandra B. Grant, City Clerk**

**City of West Park Ordinance No. 2012-05** requires all lobbyists before engaging in any lobbying activities to register with the City Clerk and pay an annual fee of \$100.00 per **Resolution No. 2012-43**. This applies to all persons who are retained (whether paid or not) to represent a business entity or organization to influence “City” action. “City” action is broadly described to include the ranking and selection of professional consultants and virtually all legislative, quasi-judicial and administrative action.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. INVOCATION**
- 4. PLEDGE OF ALLEGIANCE**
- 5. PRESENTATIONS**
  - 1. Proclamation: National Breast Cancer Awareness Month**
  - 2. Proclamation: National Friends of the Libraries Week**
  - 3. Proclamation: Celebrate Babies Week October 16-20, 2023**
  - 4. Mom & Pop Small Business Grant Awards**
- 6. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION**
- 7. ADVISORY BOARD PRESENTATIONS**
- 8. BROWARD SHERIFF'S OFFICE UPDATES – POLICE / FIRE DEPARTMENT**
  - 1. BSO’s National Faith & Blue Community Event**  
[Faith\\_Blue\\_Flyer\\_0923\\_West Park](#)
- 9. APPROVAL OF MINUTES**
- 10. RESOLUTIONS – CONSENT ITEMS**
  - 1. A RESOLUTION OF THE CITY OF WEST PARK RECOGNIZING FLORIDA CITY GOVERNMENT WEEK, OCTOBER 16, 2023 THROUGH OCTOBER 22, 2023 AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES; PROVIDING FOR AN EFFECTIVE DATE (Resolution 2023-153)**  
[RESO. 2023-153 - West Park - Florida Government Week 2023](#)
  - 2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CANCELING THE FOLLOWING REGULARLY SCHEDULED CITY COMMISSION MEETINGS OF OCTOBER 18, 2023; NOVEMBER 15, 2023;**

DECEMBER 20, 2023 AND JANUARY 3, 2024; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE ALL NECESSARY AND EXPEDIENT ACTION; PROVIDING FOR AN EFFECTIVE DATE

**(Resolution 2023-154)**

[RESO. 2023-154 - West Park - Canceling 10-2023 through 1-2024 Regular Commission Meetings](#)

3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, PIGGYBACKING A CITY OF DEERFIELD BEACH CONTRACT FOR DEBT COLLECTION SERVICES WITH LIFE LINE BILLING SYSTEMS, LLC D/B/A LIFEQUEST SERVICES; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE NECESSARY AND EXPEDIENT ACTION; PROVIDING FOR AN EFFECTIVE DATE

**(Resolution 2023-155)**

[RESO. 2023-155 - West Park - Piggyback City of Deerfield Beach Debt Collection Services Agmt \(LifeQuest\)](#)

4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE ATTACHED PARKS AND RECREATION FIELD USAGE AGREEMENT BETWEEN THE CITY OF WEST PARK AND BRAM GROUP, LLC D/B/A I9 SPORTS FOR THE USE OF THE CITY'S ATHLETIC FIELD AT MCTYRE PARK; PROVIDING FOR AN EFFECTIVE DATE

**(Resolution 2023-156)**

[2023-156 - West Park - Executing Parks and Field Usage Agreement \(i9 Sports\)](#)

## **11. RESOLUTIONS – NON CONSENT ITEMS**

## **12. QUASI-JUDICIAL ITEMS - RESOLUTIONS – (PUBLIC HEARING)**

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CONSIDERING A PETITION FOR SPECIAL EXCEPTION PURSUANT TO PART II, CHAPTER 28, ARTICLE II OF THE CITY'S CODE OF ORDINANCES ENTITLED "VARIANCES AND SPECIAL EXCEPTIONS" RELATED TO EXPRESS LAUNDRY LOCATED AT 4070-4080 SW 40TH AVENUE, WEST PARK, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE

**(Resolution 2023-157)**

[RESO. 2023-157 - West Park - Special Exception \(MD Jashim Uddin - Express Laundry\)](#)

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CONSIDERING A PETITION FOR VARIANCE PURSUANT TO CHAPTER 28, ARTICLE II OF THE CITY'S CODE OF ORDINANCES ENTITLED "VARIANCES AND SPECIAL EXCEPTIONS", REQUESTING THE CITY TO CONSIDER A VARIANCE TO SECTION 42-571 OF THE CITY'S CODE OF ORDINANCES REGARDING LANDSCAPE REQUIREMENTS FOR LANDSCAPE BUFFER AND VEHICULAR USE AREAS ADJACENT TO STREETS AND ABUTTING PROPERTIES; PROVIDING FOR AN EFFECTIVE DATE

**(Resolution 2023-158)**

[RESO. 2023-158 - West Park - Variance 1 - Wilferz Co. Project](#)

3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CONSIDERING A PETITION FOR VARIANCE PURSUANT TO CHAPTER 28, ARTICLE II OF THE CITY'S CODE OF ORDINANCES ENTITLED "VARIANCES

AND SPECIAL EXCEPTIONS”, REQUESTING THE CITY TO CONSIDER A VARIANCE TO SECTION 42-571 OF THE CITY’S CODE OF ORDINANCES REGARDING LANDSCAPE REQUIREMENTS FOR PARKING AREA AND INTERIOR LANDSCAPING; PROVIDING FOR AN EFFECTIVE DATE

**(Resolution 2023-159)**

[RESO. 2023-159 - West Park - Variance 2 - Wilferz Co. Project](#)

4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CONSIDERING A PETITION FOR VARIANCE PURSUANT TO CHAPTER 28, ARTICLE II OF THE CITY’S CODE OF ORDINANCES ENTITLED “VARIANCES AND SPECIAL EXCEPTIONS”, REQUESTING THE CITY TO CONSIDER A VARIANCE TO SECTION 42-230 OF THE CITY’S CODE OF ORDINANCES REGARDING SOUTH SIDE SETBACK REQUIREMENTS; PROVIDING FOR AN EFFECTIVE DATE

**(Resolution 2023-160)**

[RESO. 2023-160 - West Park - Variance 3 - Wilferz Co. Project](#)

5. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CONSIDERING A PETITION FOR VARIANCE PURSUANT TO CHAPTER 28, ARTICLE II OF THE CITY’S CODE OF ORDINANCES ENTITLED “VARIANCES AND SPECIAL EXCEPTIONS”, REQUESTING THE CITY TO CONSIDER A VARIANCE TO SECTION 42-230 OF THE CITY’S CODE OF ORDINANCES REGARDING NORTH SIDE SETBACK REQUIREMENTS; PROVIDING FOR AN EFFECTIVE DATE

**(Resolution 2023-161)**

[RESO. 2023-161 - West Park - Variance 4 - Wilferz Co. Project](#)

6. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CONSIDERING AN APPLICATION FOR SITE PLAN APPROVAL PURSUANT TO CHAPTER 20, ARTICLE IV OF THE CITY’S CODE OF ORDINANCES ENTITLED “SITE PLAN PROCEDURE AND REQUIREMENTS”, REQUESTING THE CITY TO CONSIDER SITE PLAN APPROVAL PURSUANT TO SECTION 20-166 OF THE CITY’S CODE OF ORDINANCES; PROVIDING FOR AN EFFECTIVE DATE

**(Resolution 2023-162)**

[RESO. 2023-162 - West Park - Site Plan Approval - Wilferz Co. LLC](#)

### **13. ORDINANCES - FIRST READING**

1. AN ORDINANCE OF THE CITY OF WEST PARK, FLORIDA, AMENDING THE OPERATING BUDGET FOR FISCAL YEAR 2022-2023 COMMENCING OCTOBER 1, 2022, THROUGH SEPTEMBER 30, 2023, BY ALIGNING REVENUES AND EXPENDITURES THAT WERE ACTUALLY RECEIVED OR SPENT SINCE THE BUDGET WAS ADOPTED; ADDRESSING REVISIONS AND ADDITIONAL EXPENDITURES THAT THE COMMISSION APPROVED FROM THE UNDESIGNATED FUND BALANCE DURING THE FISCAL YEAR; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR AN EFFECTIVE DATE

**(Ordinance 2023-03)**

ITEM 13-1 - West Park - Amending Operating Budget for FY 2022-23

**14. ORDINANCES - SECOND READING (PUBLIC HEARING)**

**15. CITY MANAGER'S REPORT**

1. **Update on Demolition of Unsafe Structure at 4441 SW 41st Street**  
ITEM 15-1 - Update on Demolition of Unsafe Structures - 4441 SW 41st Street
2. **T-Mobile Hometown Grant**  
ITEM 15-2 - T-Mobile Hometown Grant
3. **Upcoming Coed Kickball League at Mary Saunders Park**  
ITEM 15-3 - Upcoming Coed Kickball League at Mary Saunders Park
4. **Thanksgiving Break Youth Dodgeball Tournament at Mary Saunders Park**  
ITEM 15-4 - Thanksgiving Break Youth Dodgeball Tournament at Mary Saunders Park
5. **Thanksgiving Turkey Distribution Event**  
ITEM 15-5 - 2023 Thanksgiving Turkey Distribution Event

**16. OLD BUSINESS**

**17. NEW BUSINESS**

**18. FUTURE AGENDA ITEMS**

**19. ANNOUNCEMENTS**

**20. ADJOURNMENT**

# RULES OF PROCEDURE

## WHO MAY SPEAK

Meetings of the City Commission are open to the public. They are not, however, public forums. Any resident who wishes to address the Commission on any subject within the scope of the Commission's authority may do so, providing it is accomplished in an orderly manner and in accordance with the procedures outlined below.

## SPEAKING ON ITEMS ON THE AGENDA

- **Consent Agenda Items** - These are items, which the Commission does not need to discuss individually, and which are voted on as a group. Any Commissioner who wishes to discuss any individual item on the consent agenda may request the Mayor to pull such item from the consent agenda. Those items pulled will be discussed and voted upon individually.
- **Regular Agenda Items** - These are items, which the Commission will discuss individually in the order listed on the agenda. By majority vote, the City Commission may permit any person to be heard on an item at a non-public hearing.
- **Public Hearing Items** - This portion of the agenda is to obtain input from the public on some ordinances, resolutions and zoning applications. The chair will permit any person to be heard on the item during formal public hearings.

## SPEAKING ON SUBJECTS NOT ON THE AGENDA

Any resident may address the Commission on any items pertaining to City business during the Opportunity For The Public To Address the Commission portion of the agenda. Persons wishing to speak must sign in with the City Clerk before the start of the meeting.

## ADDRESSING THE COMMISSION, MANNER & TIME

By majority vote the City Commission may invite citizen discussion on any agenda item. In every case where a citizen is recognized by the Mayor to discuss an agenda item, the citizen shall step to the podium/microphone, state his or her name and address for the benefit of the city clerk, identify any group or organization he or she represents and shall then succinctly state his or her position regarding the item before the city commission. Any question, which shall be related to the business of the City and deemed appropriate by the Mayor, shall be directed to the Mayor and the Mayor shall then re-direct the question to the appropriate Commissioner or City staff to answer the citizen question which shall be related to the business of the City.

All comments or questions of the public are to be directed to the Mayor as presiding officer only. There shall be no cross conversations or questions of any other persons. **The length of time each individual may speak should be limited in the interest of order and conduct of the business at hand.** Comments to the Commission by individual citizens shall be limited to **three (3) minutes** during the citizens request period. The City Clerk shall be charged with the responsibility of notifying each citizen thirty (30) seconds before said time shall elapse and when said time limit has expired.

## APPEALS

If a person decides to appeal any decision made by the board, agency, or commission with respect to

any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

## **DECORUM**

If a member of the audience becomes unruly, the Mayor has the right to require the person to leave the room. If a crowd becomes unruly, the mayor may recess or adjourn the meeting. Please turn off all cell phones and pagers.

## **CONTACT INFORMATION**

If anyone has questions or comments about anything on the meeting agenda, please contact the City Administrator at 954-989-2688.

## **AMERICANS WITH DISABILITY ACT**

In accordance with the Americans with Disabilities Act and Florida Statute 286.26, persons with disabilities needing special accommodation to participate in this proceeding should contact the City Clerk no later than three (3) days prior to the meeting at (954)-989-2688 for assistance.