



CITY OF WEST PARK CITY COMMISSION MEETING AGENDA

**WEDNESDAY, SEPTEMBER 3, 2025
7:00 PM
COMMISSION CHAMBER, CITY HALL
1965 SOUTH STATE ROAD 7, WEST PARK, FL 33023**

www.cityofwestpark.org

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

**Mayor Felicia M Brunson
Vice Mayor Joy B Smith
Commissioner Cristina R Eveillard
Commissioner Brandon Smith
Commissioner Dr. Katrina 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: Suicide Prevention Awareness Month**
2. **Proclamation: Florida Missing Children's Day**
3. **Proclamation: Hunger Action Month on Collaboration with Feeding South Florida**

6. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION

7. ADVISORY BOARD PRESENTATIONS

1. None.

8. BROWARD SHERIFF'S OFFICE UPDATES – POLICE / FIRE DEPARTMENT

1. None.

9. APPROVAL OF MINUTES

1. None.

10. RESOLUTIONS – CONSENT ITEMS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA APPOINTING JOHNSON, ANSELMO, MURDOCH, BURKE, PIPER, & HOCHMAN, P.A. TO REPRESENT THE CITY IN THE CASE KATRINA V. TOUCHSTONE V. CITY OF WEST PARK; FELICIA M. BRUNSON; ALEXANDRA GRANT; W. AJIBOLA BALOGUN ON BEHALF OF THE FLORIDA MUNICIPAL INSURANCE TRUST (FMIT); PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

(Resolution 2025-99)

[**RESO. 2025-99 - West Park - Appointing Law Firm for Katrina V. Touchstone Lawsuit**](#)

Johnson Anselmo Burke Piper and Hochman PA Engagement Agreement
Exhibit A - Commissioner Katrina Touchstone Lawsuit Against City Filing
Exhibit B - CACE 25-012049 - Emergency Motion for Temporary Restraining Order
Exhibit C - CACE 25-012049 - Notice of File Sworn Declaration of Joy Smith
Exhibit D - CACE 25-012049 - Request for Emergency Relief
Exhibit E - CACE 25-012049 - Summons - City of West Park
Exhibit F - CACE 25-012049 - Summons - Felicia Brunson
Exhibit G - CACE 25-012049 - Summons - W. Ajibola Balogun
Exhibit H - CACE 25-012049 - Summons - Alexandra Grant
Exhibit I - CACE 25-012049 - Judge Order Entered 08-28-2025

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF WEST PARK AND HBC ENGINEERING COMPANY FOR PROFESSIONAL ENGINEERING SERVICES FOR COUNTY LINE ROAD IMPROVEMENTS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

(Resolution 2025-76)

RESO. 2025-76 - West Park - Executing Professional Services Agmt with HBC Engineering Company for County Line Rd. Improvements
MEMO - RFQ-25-0513 Professional Engineering Services - County Line Rd.
Minutes of RFQ 25-0513 - Consultation Evaluation Meeting
Chapter 287 Section 055 - 2021 Florida Statutes - The Florida Senate

3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, RATIFYING AUTHORIZATION TO SUBMIT FOR FISCAL YEAR 2024 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) FUNDING; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-97)

RESO. 2025-97 - West Park - Ratifying the Authorization to Submit for FY24 Edward Byrne Memorial JAG Funding
MEMO - Fiscal Year 2024 Edward Byrne Memorial Justice Assistance Grant JAG Funding
Exhibit A - Edward Byrne Memorial Justice Assistance Grant (JAG) Program
Exhibit B - FY2024-JAGD-Allocations List
Exhibit C - City of West Park - Application

4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, RATIFYING THE FLORIDA DEPARTMENT OF STATE'S DIVISION OF CULTURAL ARTS AND CULTURE GRANT APPLICATION FOR THE AMERICA 250 FLORIDA GRANT; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-98)

RESO. 2025-98 - West Park - Ratify the FDSD of Cultural Arts and Culture Grant Application for America 250 FL Grant
MEMO - America 250 Florida Grant Application
Exhibit A - America250 Florida Grant Guidelines
Exhibit B - America 250 Grant Application

11. RESOLUTIONS – NON CONSENT ITEMS

1. None.

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

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, APPROVING A SPECIAL EXCEPTION PURSUANT TO PART II, CHAPTER 28, ARTICLE II OF THE CITY’S CODE OF ORDINANCES ENTITLED “VARIANCES AND SPECIAL EXCEPTIONS” RELATED TO WAREHOUSE, STORAGE AND DISTRIBUTION USES, LOCATED ON 2100 SW 59 AVENUE, 5901-5981 SW 21 STREET, AND 5801-5897 SW 21 STREET, WEST PARK, FLORIDA; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-81)

[RESO. 2025-81 - West Park - Approving Special Exception for Interstate Development Warehouses for Warehouse Storage and Distribution.pdf](#)

[MEMO - Special Exception Request for Interstate Development Warehouses](#)

[Attachment A - Special Exception Application](#)

[Attachment B - Previously Approved Special Exceptions](#)

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, APPROVING A SPECIAL EXCEPTION PURSUANT TO PART II, CHAPTER 28, ARTICLE II OF THE CITY’S CODE OF ORDINANCES ENTITLED “VARIANCES AND SPECIAL EXCEPTIONS” CONSIDERING A USED VEHICLE SALES USE CONTINUATION AT THE PROPERTY LOCATED 4791 WEST HALLANDALE BEACH BOULEVARD, WEST PARK, FLORIDA; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-82)

[RESO. 2025-82 - West Park - Approval for Special Exception for Hallandale Best Shops and Ivan Helou](#)

[MEMO - Approval for Special Exception for Hallandale Best Shops and Ivan Helou](#)

[Attachment A - List Of Eligible Used Car Dealerships](#)

[Attachment B - Application Package](#)

[Attachment C - Meeting Noticing Package](#)

[Attachment D - City Zoning Map](#)

13. ORDINANCES – FIRST READING

1. AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA AMENDING ARTICLE IV, CHAPTER 32 OF THE CITY OF WEST PARK’S CODE OF ORDINANCES TO ADD NEW SECTION 32-109 ESTABLISHING CRITERIA FOR INCLUSION ON THE CITY OF WEST PARK’S PIONEER WALL; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE

(Ordinance 2025-02)

[ORD. 2025-02 - West Park - Pioneer Wall Policy and Procedure.pdf](#)

[MEMO - Ordinance for Pioneer Wall Nomination](#)

[Pioneer Nomination Form](#)

[Pioneer Nomination Policy and Procedure](#)

[Mary Saunders Park Pioneer Wall - Plaque Placement Exhibit](#)

14. ORDINANCES – SECOND READING (PUBLIC HEARING)

1. None.

15. CITY MANAGER'S REPORT

1. **City Hall Annex Envisioning presented on May 5, 2021 & City Hall Amended Lease Adopted on September 22, 2021**
MEMO - City Hall Annex Envisioning presented on May 5 2021 and City Hall Amended Lease Adopted on September 22 2021
Exhibit A - City Hall Annex Envisioning
Exhibit B - Executed City Hall Amended Lease with Interstate Development
2. **State Legislative Priority List for 2026 Session**
MEMO - State Legislative Priority List for 2026 Session
Exhibit A - State Legislative Priority List 2026 - Summarized Options
Exhibit B - Resolution 2024-107
3. **Monthly Budget Report**
Monthly Budget Report - June and July 2025

16. OLD BUSINESS

1. None.

17. NEW BUSINESS

1. **Discussion Regarding Proposition on Having Food Trucks & Music Events at the Parks Periodically**
MEMO - Update on Proposition for Food Trucks & Music Events at Parks Periodically
2. **Discussion Regarding Rolling Back the Hours of Operation of the Playhouse Establishment**
MEMO - Rolling Back Hours of Operation For Playhouse
Exhibit A - Extended Hours Ordinance 2018-03
Exhibit B - Code Section 42-470
Exhibit C - Playhouse Application For Extended Hours
Exhibit D - Extended Hours Licensing Fee Record
Exhibit E - BSO Incident Report
3. **Discussion Regarding Proposal to Establish Haitian Festival in Celebration of Haitian Heritage Month in May 2026**
MEMO - Proposal to Establish a Haitian Festival in Celebration of Haitian Heritage Month
4. **Discussion Regarding Proposal to Livestream the Commission Meeting on Facebook, YouTube, Twitter, Instagram and to Show the Audience in the Commission Chamber**
MEMO - Proposal to Livestream the Commission Meeting on Social Media Platforms and Show the Audience in the Commission Chamber
Exhibit A - Granicus Swagit Avior Proposal Summary
Exhibit B - Sound Media - Camera Hardware Upgrade Proposal
5. **Discussion Regarding Survey of What Other Municipalities' Elected Officials are being Compensated**

6. **Discussion Regarding Setting a date for a Charter Workshop**
7. **Discussion Regarding ballot initiative for 2026 to amend the Charter to dissolve the mayor's position and to create another City Commissioner's seat, and make the title of mayor rotational by majority vote, every two years**
8. **Discussion Regarding to Select the Date for a Collective Town Hall**
9. **Discussion Regarding Invocation to be led by a community member of the clergy who is not affiliated with the city as a current or past elected official, nor as an employee of the City; the member of the clergy must be approved by the majority of the Commission**
10. **Discussion Regarding setting a date for a Workshop on Rules & Procedure**
11. **Discussion Regarding an LOI to seek Special Counsel to act as a Parliamentarian**
12. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE ATTACHED MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF WEST PARK AND WEST PARK TRADE EXPO LLC FOR THE SPONSORSHIP OF A BUSINESS/TRADE EXPO EVENT AT MCTYRE PARK; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-95)
[RESO. 2025-95 - West Park - Sponsorship of Business of Trade Expo](#)
[MOU - Business Trade Expo Event 2025](#)
13. **Discussion Regarding Setting Policy for Responding to Emails**
14. **Discussion Regarding Proposed Amendments to Street Naming Policies in Chapter 32**
18. **FUTURE AGENDA ITEMS**
19. **COMMISSION MEMBERS' COMMENTS / REPORTS**
20. **FOR THE GOOD OF THE ORDER**
21. **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.