



CITY OF WEST PARK CITY COMMISSION MEETING AGENDA

**WEDNESDAY, MAY 21, 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: Recognizing Muslim American Heritage Month**
 - 2. Proclamation: Recognizing June as Caribbean-American Heritage Month**
 - 3. Proclamation: National Boys & Girls Club Week**
- 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. Law Enforcement Monthly Statistics Report – April 2025**
[Law Enforcement Monthly Statistics - APRIL 2025](#)
- 9. APPROVAL OF MINUTES**
 - 1. March 5, 2025 - Regular Meeting Minutes**
[March 5, 2025 - Regular Meeting Minutes](#)
- 10. RESOLUTIONS – CONSENT ITEMS**
 1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, APPROVING AMENDMENTS TO THE APPROVED DEVELOPMENT AGREEMENT AND PROPERTY CONVEYANCE DEED TO ALLOW PROJECT EXTENSION FOR AN AFFORDABLE HOUSING PROJECT; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE **(Resolution 2025-51)**
[RESO. 2025-51 - West Park - Approving Amendments for Agreement and Quit Claim Deed](#)

MEMO - Resolution Regarding Infill Affordable Housing Project Time Extension
Exhibit A - Infill Housing Previously Approved Development Agreement
Exhibit B - Infill Housing Letter of Request for Project Extension
Exhibit C - Infill Housing Extension Confirmation From Broward County
Exhibit D - Infill Housing Amended Development Agreement
Exhibit E - Infill Housing Amended Quit Claim Deed

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA AUTHORIZING THE EXECUTION OF THE ATTACHED FISCAL YEAR 2024-2025 MAXIMIZING OUT-OF-SCHOOL TIME CONTRACT NO. 22-4246 WITH THE CHILDREN'S SERVICES COUNCIL OF BROWARD COUNTY (CSC); PROVIDING FOR ADOPTION REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-52)

RESO. 2025-52 - West Park - Executing MOST Contract No. 22-4246 with Children's Services Council

MEMO - Maximizing Out of School Time (MOST) Grant Agreement

Children Services Council - Grant Agreement - MOST 22-4246 FY 24-25

3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A LOCAL SERVICES PROGRAM CONTRACT WITH THE AREAWIDE COUNCIL ON AGING OF BROWARD COUNTY, INC. IN THE FUNDING AMOUNT OF FOUR HUNDRED THOUSAND (\$400,000.00); PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

(Resolution 2025-54)

RESO. 2025-54 - West Park - Executing Local Services Agreement with Areawide Council on Aging

MEMO - Seeking Authorization to Execute Agreement with Areawide Council on Aging - Contract JL025-34-2026

Local Services Agreement - Areawide Council on Aging JL025-34-2026

4. 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 KOLO 13, LLC V. CITY OF WEST PARK ON BEHALF OF THE FLORIDA MUNICIPAL INSURANCE TRUST (FMIT); PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-55)

RESO. 2025-55 - West Park - Appointing Law Firm for Kolo 13 LLC Lawsuit

MEMO - CWP KOLO Attorney Assignment

Exhibit A - Engagement Agreement 05-02-25

5. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA ACCEPTING BIDS FOR HURRICANE DEBRIS CLEARING/REMOVAL SERVICES FROM VARIOUS VENDORS IN RESPONSE TO THE CITY OF WEST PARK'S RFP NO. 25-0505; AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AND EXECUTE AGREEMENTS BETWEEN THE CITY OF WEST PARK AND SELECTED VENDORS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-56)

RESO. 2025-56 - West Park - Accepting Bids for Hurricane Debris Clearing Services from Various Vendors
MEMO - Hurricane Debris Clearing and Removal Services
Notice of Bid Invitation - ITB 25-0505 - Hurricane Debris Clearing and Removal Services
Bid Opening Report - ITB 25-0505 - Hurricane Debris Clearing and Removal Services
Proposed Agreement - ITB 25-0505 - Hurricane Debris Clearing and Removal Services
TFR Enterprises, Inc. - Bid Form
SFM Landscape Services, LLC - Bid Form
Looks Great Services of MS, Inc. - Bid Form
Huurr Homes LLC - Bid Form
Ceres Environmental Services, Inc. - Bid Form

6. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA AUTHORIZING THE CITY ADMINISTRATOR THE EXECUTION OF THE STATE HIGHWAY LIGHTING, MAINTENANCE, AND COMPENSATION AGREEMENT BETWEEN THE CITY OF WEST PARK AND THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT); PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-57)

RESO. 2025-57 - West Park - Authorizing State Highway Lighting Maintenance Agreement with FL Dept. Of Transportation
MEMO - State Highway Lighting Maintenance and Compensation Agreement
Exhibit A - State Highway Lighting Maintenance and Compensation Agreement
Exhibit B - 2006 State Highway Lighting Maintenance Agreement

7. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, RESCINDING RESOLUTION 2023-17 PERTAINING TO A MINOR HOME REPAIR GRANT AWARD FOR APPLICANT DANNETTE ROBINSON, IN THE AMOUNT OF THREE THOUSAND DOLLARS (\$3,000.00); PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

(Resolution 2025-58)

RESO. 2025-58 - West Park - Rescinding Minor Home Repair Grant Award - Dannette Robinson
MEMO - Rescinding Previously Approved Grant Resolution - Dannette Robinson
Exhibit A - Resolution 2023-17 (Rescinding Previously Approved Resolution)

8. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, APPROVING A MINOR HOME REPAIR PROGRAM GRANT AWARD TO JACQUELYN WIGGINS IN THE TOTAL GRANT AWARD AMOUNT OF THREE THOUSAND DOLLARS (\$3,000.00); PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-59)

RESO. 2025-59 - West Park - Minor Home Repair Program Grant - Jacquelyn Wiggins
MEMO - Minor Home Repair Program Grant Award - Jacquelyn Wiggins
Exhibit A - Minor Home Repair Grant Agreement - Jacquelyn Wiggins
Exhibit B - Mortgage Agreement - Minor Home Repair Grant - Jacquelyn Wiggins
Exhibit C - Promissory Note - Minor Home Repair Grant - Jacquelyn Wiggins

11. RESOLUTIONS – NON CONSENT ITEMS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA SCHEDULING A PUBLIC WORKSHOP FOR _____, _____, 2025, AT 6:00

P.M. IN THE CITY HALL CHAMBERS; PROVIDING FOR REPRESENTATIONS;
PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-37)

[RESO. 2025-37 - West Park - Scheduling a Public Workshop on Proposed Text Amendments
Commissioner Touchstone's Available Workshop Dates](#)

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, APPOINTING REPRESENTATIVES FROM THE CITY COMMISSION TO THE GOVERNING BOARD OF THE SOLID WASTE DISPOSAL AND RECYCLABLE MATERIALS PROCESSING AUTHORITY OF BROWARD COUNTY, FLORIDA; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-53)

[RESO. 2025-53 - West Park - Appointing Reps from Commission to Governing Board of Solid Waste Disposal Authority](#)
[Exhibit A - Res. 2023-129 - Appointing Reps. to Governing Board of Solid Waste Disposal Authority](#)
[Exhibit B - Res. 2023-65 - West Park - Executing Interlocal Agreement - Solid Waste Disposal Authority](#)

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 A HVAC AND PLUMBING CONTRACTOR SHOP TO OPERATE ON PROPERTY LOCATED ON 5414 PEMBROKE ROAD, WEST PARK, FLORIDA; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-60)

[RESO. 2025-60 - West Park - Special Exception - Weathershield Air Conditioning](#)
[MEMO - Special Exception Request - Weathershield Air Conditioning](#)
[Exhibit A - Application Package - Special Exception Request](#)
[Exhibit B - Proof of Public Noticing - Special Exception Request - Weathershield Air Conditioning](#)
[Exhibit C - Zoning Map - Special Exception Request](#)

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](#)
[MEMO - Ordinance for Pioneer Wall Nomination](#)
[Pioneer Nomination Policy and Procedure - For Pioneer Wall](#)
[Pioneer Nomination Form](#)

14. ORDINANCES – SECOND READING (PUBLIC HEARING)

1. None.

15. CITY MANAGER’S REPORT

1. **Update on Complaint Regarding Site Inspection Visit to 129 Ronald Road**
[MEMO - Update on Complaint Regarding Site Inspection Visit to 129 Ronald Road](#)
[Permit History - 129 Ronald Road](#)
[Staff Observations - 129 Ronald Road](#)
2. **Update Regarding Minor Design Adjustment Made to SW 48th Avenue Complete Street Improvement Project**
[MEMO - Update Regarding Minor Design Adjustment Made to SW 48th Ave Complete Street Improvement Project - Final Median Design Illustration](#)
3. **Florida Local Government Cybersecurity Grant Award from FDMS**
[MEMO - Florida Local Government Cybersecurity Grant Award from FDMS](#)
[Exhibit A - Award Letter - Florida Local Government Cybersecurity](#)
[Exhibit B - Grant Agreement - Florida Local Government Cybersecurity](#)
4. **Monthly Budget Report**
[April 2025 Budget Report](#)

16. OLD BUSINESS

1. **Information Update Regarding MLK Committee, Inc. Event Funding**
[MEMO - Information Update Regarding MLK Committee Inc.'s Event Funding](#)
[Exhibit A - 2025 MLK Event Expenses](#)
[Exhibit B - BSO Police Event Funding](#)
[Exhibit C - BSO Fire Rescue Event Funding](#)

17. NEW BUSINESS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA ESTABLISHING A HISPANIC HERITAGE FESTIVAL IN CELEBRATION AND RECOGNITION OF HISPANIC HERITAGE MONTH AT MCTYRE PARK; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-61)
[RESO. 2025-61 - West Park - Establishing a Festival for Hispanic Heritage Month](#)
2. **Discussion Regarding Outline of the Process of Terminating the Playhouse Business Utilization Agreement with the City**
3. 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 PRESENTATION OF A BUSINESS/TRADE EXPO EVENT AT MCTYRE PARK; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-62)

[RESO. 2025-62 - West Park - Sponsorship of Business Trade Expo](#)
[Memorandum of Understanding - Business Trade Expo Event](#)

4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA REQUESTING AN OPINION FROM THE FLORIDA ATTORNEY GENERAL ON THE ISSUE OF CALLING A SPECIAL MEETING BY A SIMPLE MAJORITY OF THE CITY COMMISSION AFTER CONSIDERATION OF THE CITY OF WEST PARK'S CHARTER PROVISION CONCERNING SPECIAL MEETINGS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-63)

[RESO. 2025-63 - West Park - Seeking Opinion from Attorney General - Calling of Special Meetings](#)

5. A RESOLUTION OF THE CITY COMMISSION OF WEST PARK, FLORIDA, APPOINTING A SPECIAL COUNSEL TO ASSIST THE CITY IN PREPARING TRANSMISSIONS TO THE STATE ATTORNEY GENERAL AND OTHER APPROPRIATE AGENCIES REGARDING ALLEGED PUBLIC CORRUPTION IN THE CITY OF WEST PARK; AUTHORIZING EXPENDITURES NOT TO EXCEED \$25,000 FOR SAID SERVICES; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

(Resolution 2025-64)

[RESO. 2025-64 - West Park - Appointing Special Counsel](#)

6. **Discussion Regarding Field Usage Agreement with CSE Athletics**

[MEMO - Risk Assessment and Legal Consideration - CSE Field Usage Agreement](#)
[Field Usage Agreement - CSE Athletics Association, Inc.](#)

7. **Proposition on Having Food Trucks & Music Events at the Parks Periodically**

[MEMO - Proposition for Food Truck Event at Parks Periodically](#)

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.