



CITY OF WEST PARK CITY COMMISSION MEETING AGENDA

**WEDNESDAY, JUNE 21, 2023
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 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. Scholarship Awards Presentation**
 - 2. Proposed Pioneer Recognition Wall**
 - 3. Minor Home Repair Awards**
 - 4. Hurricane Preparedness & Recovery Plan Presentation**
 - 5. Proclamation: Small Cities Month**
- 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. Monthly Statistical Report**
[Item 8-1 - BSO Monthly Statistics Report](#)
- 9. APPROVAL OF MINUTES**
 - 1. April 5, 2023 - Regular Commission Meeting Minutes**
[April 5, 2023 - Regular Commission Meeting Minutes](#)
- 10. RESOLUTIONS – CONSENT ITEMS**
 - 1.**
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, APPROVING EIGHT (8) SCHOLARSHIP AWARDS FOR THE 2023 CITY

OF WEST PARK'S ANNUAL SCHOLARSHIP PROGRAM; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2023-91)

[RESO. 2023-91 - West Park - Approving Annual College Scholarship Awards](#)

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE MASTER CONTRACT NO. JM023-34-2026 WITH THE AREAWIDE COUNCIL ON AGING OF BROWARD COUNTY, INC.; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2023-92)

[RESO. 2023-92 - West Park - Executing Grant Agreement with Areawide Council on Aging \(Master Contract 2023\)](#)

3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A GRANT AGREEMENT BETWEEN SHAREEF MCDONALD AND THE CITY OF WEST PARK FOR THE CITY'S CHILDCARE GRANT ASSISTANCE PROGRAM; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2023-93)

[RESO. 2023-93 - West Park - Executing Childcare Assistance Program Grant Agreement - Shareef McDonald](#)

4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, DESIGNATING MAYOR FELICIA M. BRUNSON AS A VOTING DELEGATE TO THE FLORIDA LEAGUE OF CITIES' 97TH ANNUAL CONFERENCE; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2023-94)

[RESO. 2023-94 - West Park - Designating the Mayor as Delegate to the FL League of Cities](#)

5. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE ATTACHED MEMORANDUM OF UNDERSTANDING BETWEEN SOUTH BROWARD VETERANS OF FOREIGN WARS POST NO. 8195 AND THE CITY OF WEST PARK FOR THE PROVISION OF POST-HURRICANE RELIEF ASSISTANCE; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2023-95)

[RESO. 2023-95 - West Park - Executing Memorandum of Understanding Agreement with VFW Post 8195](#)

6. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A GRANT AGREEMENT BETWEEN CELESTEN ROGERS AND THE CITY OF WEST PARK FOR THE CITY'S MINOR HOME REPAIR PROGRAM; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2023-96)

[RESO. 2023-96 - West Park - Executing Minor Home Repair Grant Agmt. - Celesten Rogers](#)

7. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A GRANT AGREEMENT BETWEEN RICHARD ROBINSON AND THE CITY OF WEST PARK

FOR THE CITY'S MINOR HOME REPAIR PROGRAM; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2023-97)

[RESO. 2023-97 - West Park - Executing Minor Home Repair Grant Agmt. - Richard Robinson](#)

8. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A GRANT AGREEMENT BETWEEN TOM DIAZ AND THE CITY OF WEST PARK FOR THE CITY'S MINOR HOME REPAIR PROGRAM; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2023-98)

[RESO. 2023-98 - West Park - Executing Minor Home Repair Grant Agmt. - Tom Diaz](#)

9. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A GRANT AGREEMENT BETWEEN CARMEN GUTIERREZ AND THE CITY OF WEST PARK FOR THE CITY'S MINOR HOME REPAIR PROGRAM; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2023-99)

[RESO. 2023-99 - West Park - Executing Minor Home Repair Grant Agmt. - Carmen Gutierrez](#)

10. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, APPROVING THE DEVELOPMENT AGREEMENT BETWEEN THE CITY OF WEST PARK AND KINETIC LIFESTYLE HOMES INC., PROVIDING ONE ADDITIONAL LOT PURSUANT TO REQUEST FOR PROPOSAL #23-0213, FOR TRANSFER, DEVELOPMENT AND USE OF NEW LOTS FOR AFFORDABLE HOUSING; AUTHORIZING THE CITY ADMINISTRATOR'S EXECUTION OF THE ATTACHED DEVELOPMENT AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2023-100)

[RESO. 2023-100 - West Park - Approving Development Agreement - Kinetic Lifestyle Homes - Subdivided](#)

11. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, APPROVING THE DEVELOPMENT AGREEMENT BETWEEN THE CITY OF WEST PARK AND HOUSING FOUNDATION OF AMERICA INC., PROVIDING ONE ADDITIONAL LOT PURSUANT TO REQUEST FOR PROPOSAL #23-0213, FOR TRANSFER, DEVELOPMENT AND USE OF NEW LOTS FOR AFFORDABLE HOUSING; AUTHORIZING THE CITY ADMINISTRATOR'S EXECUTION OF THE ATTACHED DEVELOPMENT AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2023-101)

[2023-101 - West Park - Approving Development Agreement - Housing Foundation of America - Subdivided](#)

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, 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 A USED AUTOMOBILE SALES DEALERSHIP ESTABLISHMENT LOCATED AT 2359 S. STATE ROAD 7, WEST PARK, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2023-102)

[RESO. 2023-102 - West Park - Approving Special Exception \(Auto Prestige Imports Corp\)](#)

13. ORDINANCES - FIRST READING

1. None.

14. ORDINANCES - SECOND READING (PUBLIC HEARING)

1. None.

15. CITY MANAGER’S REPORT

1. **Funding from State Department of Juvenile Justice Regarding Youth Crime Prevention Program**
[ITEM 15-1 - Funding from State Department of Juvenile Justice Regarding Youth Crime Prevention Program](#)
2. **Update on Transportation Surtax Projects**
[ITEM 15-2 - Update on Transportation Surtax Projects](#)
3. **All-Way Stop Control Study Requested from Broward County Regarding Intersection of SW 19 Street and SW 52 Avenue**
[ITEM 15-3 - All-Way Stop Control Study Requested from Broward County Regarding Intersection of SW 19 Street and SW 52 Avenue](#)
4. **Update on Coordination with Broward County & Miami-Dade Schools Regarding Development Site for Mini-Amphitheater**
[ITEM 15-4 - Update on Coordination with Broward County & Miami-Dade Schools Regarding Development Site for Mini-Amphitheater](#)
5. **Sec. 42-232 of the City’s Code of Ordinances Regarding Specific List of Allowed New/Used Vehicles Sales, Rental or Leasing Establishments**
[ITEM 15-5 - Sec. 42-232 of the City’s Code of Ordinances](#)
6. **Pet Waste Disposal Bag Fixture Implemented within City’s Right-of-Way**
[ITEM 15-6 - Pet Waste Disposal Bag Fixture Implemented with City’s Right-of-Way](#)
7. **Broward Housing Council’s 2022 Annual Report Accepted by the County Commission**
[ITEM 15-7 - Broward Housing Council's 2022 Annual Report](#)
8. **Free Fresh Food Giveaway – June 24, 2023**
[ITEM 15-8 - Free Fresh Food Giveaway – June 24, 2023](#)
9. **Monthly Budget Report**
[ITEM 15-9 - Monthly Budget Report - May, 2023](#)

16. OLD BUSINESS

1. **Aspiration for a Digital Business Card for the City Commission**

17. NEW BUSINESS

1. None.

18. FUTURE AGENDA ITEMS

**19. FOR THE GOOD OF THE ORDER & COMMISSIONER COMMENTS /
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.