



CITY OF WEST PARK CITY COMMISSION MEETING AGENDA

**WEDNESDAY, OCTOBER 1, 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: Hispanic Heritage Month**
 - 2. Proclamation: National Friends of the Libraries 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. None.
- 9. APPROVAL OF MINUTES**
 - 1. May 21, 2025 - Regular Commission Meeting Minutes**
[May 21, 2025 - Regular Commission Meeting Minutes](#)
 - 2. June 4, 2025 - Regular Commission Meeting Minutes**
[June 4, 2025 - Regular Commission Meeting Minutes](#)
- 10. RESOLUTIONS – CONSENT ITEMS**
 1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, OPTING INTO THE SETTLEMENT WITH PURDUE PHARMA, L.P AND THE SACKLER FAMILY, IN CONNECTION WITH PURDUE’S BANKRUPTCY CASE; RATIFYING THE CITY ADMINISTRATOR’S EXECUTION OF DOCUMENTS AS ARE NECESSARY FOR THE CITY TO OPT-IN TO THE SETTLEMENT; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR SCRIVENOR’S ERRORS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-109)

[RESO. 2025-109 - West Park - Ratifying Participation in National Opioid Settlement - Purdue Direct Settlement](#)
[MEMO - New National Opioid Settlement - Purdue Pharma LP](#)
[Exhibit A - New National Opioid Settlement Purdue Pharma LP - Notice with Executed Participation Form](#)

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, OPTING INTO NATIONAL OPIOID SETTLEMENT WITH THE SECONDARY MANUFACTURERS (ALVOGEN, AMNEAL, APOTEX, HIKMA, INDIVIOR, MYLAN, SUN, AND ZYDUS); AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE SUCH DOCUMENTS AS ARE NECESSARY FOR THE CITY TO OPT-IN TO THE SETTLEMENT; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR SCRIVENOR'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

(Resolution 2025-110)

[RESO. 2025-110 - West Park - Authorizing Participation in National Opioid Settlement with the Secondary Manufacturers](#)
[MEMO - The New National Opioid Settlement - Alvogen Amneal Apotex Hikma Indivior Mylan Sun and Zydus](#)
[Exhibit A - Rubris Inc. Notice - New National Opioid Settlement](#)

3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN UNDERGROUND EASEMENT AGREEMENT FOR THE INSTALLATION OF A 3-PHASE TRANSFORMER AT THE SOUTHWEST CORNER OF MARY SAUNDERS PARK; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-105)

[RESO. 2025-105 - West Park - FPL Underground Easement for 3-Phase Transformer for Mary Saunders Park](#)
[MEMO - FPL Underground Easement Agreement - Mary Saunders Park](#)
[MSP - FPL Underground Easement](#)

4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, ACCEPTING THE ATTACHED FISCAL YEAR 2025-2026 YOUTH FORCE CONTRACT NO. 24-4247 WITH THE CHILDREN'S SERVICES COUNCIL OF BROWARD COUNTY (CSC) AND THE CITY OF WEST PARK; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-106)

[RESO. 2025-106 - West Park - CSC Youth Force 2025-26 Contract No. 24-4247](#)
[MEMO - Positive Youth Development Contract Renewal FY2025-2026](#)
[Exhibit A - City of West Park Youth Force RFP 24-4247 - FY25-26 Contract](#)

5. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A FOURTH AMENDMENT TO THE AGREEMENT WITH YOUR HOMETOWN NEWSPAPERS, INC., FOR THE PUBLICATION AND DISTRIBUTION OF A COMMUNITY NEWSPAPER; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-111)

RESO. 2025-111 - West Park Res. - Executing Fourth Amendment to Agreement - With Your Hometown Newspaper
MEMO - Proposed Adjustment to Community Newspaper Service Agreement
Exhibit A - Adjustment to Community Newspaper “Current Service Agreement
Exhibit B - Adjustment to Community Newspaper “Proposed Service Agreement

6. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA RESCINDING RESOLUTION 2025-61 PERTAINING TO THE ESTABLISHMENT OF 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 2025-112)
RESO. 2025-112 - West Park - Rescinding Resolution 2025-61 Establishing a Festival for Hispanic Heritage Month
7. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA ESTABLISHING AN ANNUAL CARIBBEAN FESTIVAL IN CELEBRATION AND RECOGNITION OF ALL CULTURES AND ETHNICITIES FROM THE CARIBBEAN ISLANDS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-113)
RESO. 2025-113 - West Park - Establishing An Annual Caribbean Festival

11. RESOLUTIONS – NON CONSENT ITEMS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, ADOPTING THE CITY OF WEST PARK’S 2026 STATE LEGISLATIVE PRIORITY LIST, ATTACHED HERETO AS EXHIBIT “A” AUTHORIZING THE CITY ADMINISTRATOR TO TAKE NECESSARY ACTION TO CARRY OUT THE AIMS OF THIS RESOLUTION; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-107)
RESO. 2025-107 - West Park - 2026 State Legislative Priority List Session
MEMO - State Legislative Priority List for 2026 Session
Exhibit A - State Legislative Priority List 2026 - Summarized Options
Exhibit B - Resolution 2024-107
2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO PIGGYBACK ON THE ATTACHED CITY OF POMPANO BEACH’S SERVICES CONTRACT NO. 12955 WITH RAFTELIS FINANCIAL CONSULTANTS, INC. FOR THE PURPOSE OF PERFORMING COST ANALYSIS STUDY ON THE BSO POLICE DEPARTMENT BUDGET; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-108)
RESO. 2025-108 - West Park - Professional Police Study Regarding Cost Analysis Effort
MEMO - Professional Police Study Regarding Cost Analysis Effort
Exhibit A - Raftelis Contract with City of Pompano Beach for Police Study
Exhibit B - Letter Proposal - City of West Park LE Alternatives Assessment
Exhibit C - Professional Services Agreement

12. RESOLUTIONS – (PUBLIC HEARING)

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, RATIFYING THE CITY ADMINISTRATOR TO SUBMIT A FY 2026-2027 GRANT APPLICATION TO THE STATE OF FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) FOR MARY SAUNDERS PARK PHASE III RENOVATIONS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-114)

[RESO. 2025-114 - West Park - Ratify FRDAP Grant Submission 2026-2027 Mary Saunders Park Phase III Renovations](#)

[MEMO - Florida Recreation Development Assistance Program Grant Application for Mary Saunders Park Phase III](#)

[Exhibit A - Application Information \(Instructions\)](#)

[Exhibit B - Application Draft - MSP](#)

[Exhibit C - Public Hearing Notice - FRDAP Grant Application - Mary Saunders Park](#)

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, RATIFYING THE CITY ADMINISTRATOR TO SUBMIT A FY 2026-2027 GRANT APPLICATION TO THE STATE OF FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) FOR WATER TOWER PARK RENOVATIONS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-115)

[RESO. 2025-115 - West Park - Ratify FRDAP Grant Submission 2026-2027 Water Tower Park](#)

[MEMO - Florida Recreation Development Assistance Program Grant Application for Water Tower Park](#)

[Exhibit A - Application Information \(Instructions\)](#)

[Exhibit B - Application Draft WTP](#)

[Exhibit C - Notice of Public Hearing Water Tower Park](#)

13. ORDINANCES – FIRST READING

1. AN ORDINANCE AMENDING CHAPTER 42 OF THE CITY OF WEST PARK'S CODE OF ORDINANCES ENTITLED "ZONING", ARTICLE V ENTITLED "DISTRICT REGULATIONS", DIVISION 3 ENTITLED "COMMERCIAL DISTRICTS", SPECIFICALLY AMENDING SECTION 42-231 ENTITLED "PERMITTED USES", TO ADD ADDITIONAL PERMITTED USES FOR MOBILE FOOD, SALES AND SERVICES UNITS; SPECIFICALLY ADDING SECTION 42-241 ENTITLED "MOBILE VENDING" TO PROVIDE REGULATIONS REGARDING MOBILE FOOD, SALES AND SERVICES UNITS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE.

(Ordinance 2025-04)

[ORD. 2025-04 - West Park - Proposed Mobile Vending Policy Ordinance](#)

[MEMO - Adopting Ordinance For Text Amendments For Mobile Vending Policy](#)

[Exhibit A - February 7, 2024 City Commission Agenda Item](#)

[Exhibit B - May 13, 2024 Planning Board Agenda Item](#)

[Exhibit C - June 12, 2025 Public Workshop Agenda Item](#)

[Exhibit D - City Comparison of Required Fees](#)

14. ORDINANCES – SECOND READING (PUBLIC HEARING)

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 - Pioneer Wall Nomination Policy](#)
[Pioneer Nomination Form](#)
[Pioneer Nomination Policy and Procedure](#)
[Mary Saunders Park Pioneer Wall - Plaque Placement Exhibit](#)
[Pioneer Wall Ordinance - Business Impact Estimate](#)

15. CITY MANAGER’S REPORT

1. **Demand for Immediate Release of \$452,000 in Grant Funding to Wilferz Co. LLC from Levine Kellogg Lehman Schneider & Grossman LLP**
[MEMO - Demand Letter for Immediate Release of \\$452000 in Grant Funding to Wilferz Co. LLC.](#)
[Exhibit A - Email Regarding Demand for Immediate Release of \\$452,000 in Grant Funding to Wilferz Co., LLC](#)
[Exhibit B - Demand for Immediate Release of \\$452,000 in Grant Funding to Wilferz Co., LLC](#)
2. **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 Sept. 22 2021](#)
[Exhibit A - City Hall Annex Envisioning](#)
[Exhibit B - Executed City Hall Amended Lease with Interstate Development LLC](#)
3. **Discussion Regarding Vacation Rental License Local Registration Program**
[MEMO - Vacation Rental Text Amendments Policy Discussion](#)
[Exhibit A - City Commission Agenda Item \(12-6-23\)](#)
[Exhibit B - Planning Advisory Board Agenda Item - May 13, 2024](#)
[Exhibit C - City Commission Workshop Item - June 12, 2025](#)
4. **Discussion Regarding Home Additions and Conversions**
[MEMO - Home Additions Text Amendments Discussion](#)
[Exhibit A - City Commission Agenda Item \(January 15, 2025\)](#)
[Exhibit B - Planning Advisory Board Agenda Item - May 13, 2024](#)
[Exhibit C - City Commission Workshop Item - June 12, 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 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 2008-03
Exhibit B - Code Section 42-470
Exhibit C - Playhouse Application For Extended Hours
Exhibit D - Extended Hours Licensing Fee Record
Exhibit E - District BSO Playhouse 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
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 Compensated**
MEMO - Discussion Regarding Survey of What Other Municipalities Elected Officials are Compensated
Exhibit A - Mayor and Commissioners' Salary Benefits Survey by Population
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 Commission Seat, and to 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 of Procedure**
11. **Discussion Regarding an LOI to seek Special Counsel to act as 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](#)
[West Park MOU - Business Trade Expo Event 2025](#)

13. Discussion regarding setting policy for responding to emails

14. Discussion regarding proposed amendment to the 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.