



CITY OF WEST PARK CITY COMMISSION MEETING AGENDA

**WEDNESDAY, OCTOBER 2, 2024
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. **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. **August 7, 2024 - Regular Meeting Minutes**
[August 7, 2024 - Regular Meeting Minutes](#)

10. RESOLUTIONS – CONSENT ITEMS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CANCELING THE NOVEMBER 6, 2024 REGULAR COMMISSION MEETING AND SCHEDULING A SPECIAL COMMISSION MEETING ON NOVEMBER 12, 2024 FOR THE PURPOSE OF CONDUCTING AN OATH OF OFFICE CEREMONY FOR NEWLY ELECTED OFFICIALS; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE ALL NECESSARY AND EXPEDIENT ACTION; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2024-89)

[RESO. 2024-89 - West Park - Canceling Regular Meeting and Scheduling Special Meeting \(Oath of Office\)](#)

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK,

FLORIDA, CANCELING THE REGULARLY SCHEDULED CITY COMMISSION MEETING OF NOVEMBER 20, 2024; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE ALL NECESSARY AND EXPEDIENT ACTION; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2024-90)

[RESO. 2024-90 - West Park - Canceling 11-20-2024 Regular Commission Meeting](#)

3. 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 2024-91)

[RESO. 2024-91 - West Park - Executing Parks and Field Usage Agreement \(i9 Sports\)](#)

[Memo - Facility Field Usage Agreement - i9 Sports](#)

[Field Usage Agreement - i9 Sports - McTyre Park](#)

[Exhibit A - 2023-156 - West Park - Executing Field Usage Agreement](#)

[Exhibit B - i9 Sports Flyer 2024](#)

4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A FIRST AMENDMENT TO THE PIGGYBACKED AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES RELATED TO GENERAL PLANNING SERVICES FOR THE CITY OF KISSIMMEE BETWEEN THE CITY OF WEST PARK AND INSPIRE PLACEMAKING COLLECTIVE, INC.; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE ALL NECESSARY AND EXPEDIENT ACTION; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2024-92)

[RESO. 2024-92 - West Park - Executing First Amendment to Piggyback Agmt for Planning Svcs \(Inspire Placemaking Collective\)](#)

[Memo - Inspire Placemaking Amendment To Contractual Service Agreement](#)

[Exhibit B - Company Name Assignment Approval](#)

[Exhibit C - Inspire Placemaking Collective Proposal](#)

[Exhibit D - First Amendment Agreement - Inspire Placemaking Collective, Inc.](#)

[Exhibit A - Contractual Service Agreement Approval](#)

11. RESOLUTIONS – NON CONSENT ITEMS

1. None.

12. RESOLUTIONS – QUASI JUDICIAL ITEMS (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 VEHICLE SALES ESTABLISHMENT LOCATED AT 3215 SOUTH STATE ROAD 7, WEST PARK, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2024-93)

[RESO. 2024-93 - West Park - Special Exception \(Car One USA\) \(Ordinance 2019-10\)](#)

13. ORDINANCES – FIRST READING

1. AN ORDINANCE OF THE CITY OF WEST PARK, FLORIDA, AMENDING THE OPERATING BUDGET FOR FISCAL YEAR 2023-2024 COMMENCING OCTOBER 1, 2023, THROUGH SEPTEMBER 30, 2024, 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 2024-04)

[ORD. 2024-04 - West Park - Amending Operating Budget for FY 2023-24](#)

[CWP - September Final FY24 Budget Reports](#)

[Memo - CWP September Final FY24 Budget Report](#)

14. ORDINANCES – SECOND READING (PUBLIC HEARING)

1. None.

15. CITY MANAGER’S REPORT

1. **Upcoming Commission Meetings**

[Memo - Upcoming Commission Meetings](#)

2. **Upcoming Recreation Programs & Activities**

[Memo - Upcoming Recreation Programs & Activities](#)

[Exhibit A - Saints Football and Cheer](#)

[Exhibit B - Free Youth Tennis Flyer](#)

[Exhibit C - Free Adult Tennis Flyer](#)

[Exhibit D - Adult Coed Kickball League Flyer](#)

[Exhibit E - ATI Basketball Flyer](#)

[Exhibit F - i9 Sports Flyer](#)

3. **Approved Site Plan & Variance Conditions for 4030 Pembroke Road**

[Memo - Approved Site Plan & Variance Conditions for 4030 Pembroke Road](#)

[Approved Site Plan & Variance Conditions for 4030 Pembroke Road](#)

4. **National Breast Cancer Awareness Month – Paint The City Pink Day**

[Memo - Breast Cancer Awareness Month - Paint The City Pink Day](#)

5. **Upcoming Holiday Events**

[Memo - Upcoming Holiday Events](#)

[Exhibit A - Halloween Spooktacular Flyer](#)

[Exhibit B - Thanksgiving Event - Save the Date Flyer](#)

[Exhibit C - Holiday Tree Lighting Flyer](#)

[Exhibit D - Holiday Toy Giveaway Flyer](#)

16. OLD BUSINESS

1. None.

17. NEW BUSINESS

1. None.

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.