CITY OF WEST PARK
CITY COMMISSION MEETING AGENDA

WEDNESDAY, AUGUST 20, 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

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 Law Enforcement Statistics Report**
   WP Monthly Statistics - June 2025
   WP Monthly Statistics - July 2025

9. APPROVAL OF MINUTES

1. **April 16, 2025 - Regular Meeting Minutes**
   April 16, 2025 - City Commission Minutes

10. RESOLUTIONS – CONSENT ITEMS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, ACCEPTING THE FINANCIAL AUDIT REPORT PREPARED BY S. DAVIS AND ASSOCIATES, P.A. FOR FISCAL YEAR 2023-2024; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE **(Resolution 2025-91)**
   RESO. 2025-91 - West Park - Accepting Audit Report for FY Ending 2024
   West Park - Audited Financial Statements FY 2024

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, RATIFYING EXECUTION OF A THIRTEENTH AMENDMENT TO THE GRANT AGREEMENT BETWEEN THE FLORIDA DEPARTMENT OF STATE AND THE CITY OF WEST PARK FOR THE DEVELOPMENT OF A MINI-AMPHITHEATER

AT MCTYRE PARK, ATTACHED HERETO AS EXHIBIT "A"; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-66)

RESO. 2025-66 - West Park - Authorizing 13th Amendment to Grant Agreement Mini-Amphitheater at McTyre Park
MEMO - Resolution for Department of State Grant Agreement Amendment for Amphitheater
Exhibit A - Construction Plan Review Status
Exhibit B - Approved Bid Award To Sagoma Construction
Exhibit C - Executed Grant Agreement Amendment

3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONSTRUCTION SERVICES AGREEMENT BETWEEN V&G CONSTRUCTION SOLUTIONS, CORP AND THE CITY OF WEST PARK FOR THE CITYWIDE SIDEWALK RESTORATION AND ADA COMPLIANCE - PHASE 3 CONSTRUCTION PROJECT; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-68)

RESO. 2025-68 - West Park - Executing Construction Agreement with V and G Construction Solutions - Sidewalk Restoration and ADA
MEMO - Rec of Award - Citywide Sidewalk Restoration and ADA Compliance

4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA APPROVING A FINANCIAL PASS-THROUGH OF GRANT FUNDING FROM THE CITY OF WEST PARK, FLORIDA TO WILFERZ COMPANY LLC AS A PARTIAL REIMBURSEMENT FOR LAND ACQUISITION COSTS EXPENDED BY THE WILFERZ COMPANY LLC FOR A MIXED-USE DEVELOPMENT PROJECT; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.
(Resolution 2025-69)

RESO. 2025-69 - West Park - Approving a Financial Pass-Through of Grant Funds to Wilferz Company LLC
MEMO - Seeking Authorization to Issue Reimbursement (A Pass-Through Check Received For BRP Grant Funding)
Exhibit A - FDOT Property Conveyance Agreement
Exhibit B - Approved BRP Grant Funding Agreement
Exhibit C - Wilferz Company Project Development Agreement
Exhibit D - Property Appraisal & Wilferz Check Payment
Exhibit E - City Transmittal Of Payment To FDOT
Exhibit F - City Receipt of BRP Grant Funding

5. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, ACCEPTING THE BID FROM COASTAL WASTE & RECYCLING, INC., IN RESPONSE TO RFP NO. 2025-0501 FOR RESIDENTIAL SOLID WASTE, BULK WASTE AND RECYCLING COLLECTION SERVICES; AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AN AGREEMENT BETWEEN THE CITY OF WEST PARK AND COASTAL WASTE & RECYCLING, INC. FOR RESIDENTIAL SOLID WASTE, BULK WASTE AND RECYCLING COLLECTION SERVICES, BEGINNING ON JANUARY 1, 2026; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-73)

RESO. 2025-73 - West Park - Accepting Coastal Waste and Recycling Services - RFP 2025-0501 Residential Solid Waste, Bulk, and Recycling Services
MEMO - Accepting Proposal Submitted By Coastal Waste Recycling Inc.
Exhibit A - Bid Opening Report and Letters and 05-01-2025 Public Opening
Exhibit B - Coastal Waste Qualification Packet
Exhibit C - Coastal Waste Cost Package
Exhibit D - Public Notices Advertised & Attendance Sheets
No Bid Letters
RFP 25-0501 - Notice of Request for Proposals - Residential Solid Waste Bulk and Recycling Services
RFP 25-0501 - Request For Proposals - Residential Solid Waste Bulk and Recycling Services
RFP 25-0501 - FAQS (1) - Residential Solid Waste Bulk Waste and Recycling Collection Services
RFP 25-0501 - FAQS (2) - Residential Solid Waste Bulk Waste and Recycling Collection Services
RFP 25-0501 - Agreement - Request for Proposals - Residential Solid Waste Bulk and Recycling Collection Services

6. 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 Consultant Evaluation Meeting - RFQ 25-0513

7. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, EXTENDING THE CODE ENFORCEMENT LIEN AMNESTY PROGRAM FOR ALL CODE ENFORCEMENT LIENS FROM THE EFFECTIVE DATE OF THIS RESOLUTION THROUGH JULY 31, 2026; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-77)
RESO. 2025-77 - West Park - Extending Lien Amnesty Program through July 31 2026
MEMO - Extending the Code Enforcement Lien Amnesty Program

8. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE EXPENDITURE OF FUNDS FROM THE LAW ENFORCEMENT TRUST FUND FOR THE WEST PARK (DISTRICT 1) EXPLORER PROGRAM FOR FISCAL YEAR 2025-2026; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-93)
RESO. 2025-93 - West Park - Authorizing Expenditure from LETF Funds for Explorer Program FY 25-26.pdf
MEMO - Authorization to Use State Law Enforcement Trust Fund for the Explorer and Youth Council Programs
Exhibit A â€“ Major Stephanie Coker Approval Memorandum
Exhibit B â€“ City Manager Letter Seeking Authorization from BSO

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

FLORIDA, APPROVING AND AUTHORIZING THE EXPENDITURE OF FUNDS FROM THE LAW ENFORCEMENT TRUST FUND FOR FUNDING OF THE CITY'S YEAR-ROUND JUVENILE CRIME PREVENTION PROGRAM AND YOUTH COUNCIL PROGRAMS INITIATIVES FOR FISCAL YEAR 2025-2026; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.
(Resolution 2025-94)

RESO. 2025-94 - West Park - Authorizing Expenditure from LETF Funds - Juvenile Justice Program
MEMO - Authorization to Use State Law Enforcement Trust Fund for Youth Crime Prevention
Exhibit A â€“ Major Stephanie Coker Approval Memorandum
Exhibit B â€“ City Manager Letter Seeking Authorization from BSO

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
MEMO - Special Exception Request for Interstate Development Warehouses.
Attachment A - Special Exception Application
Attachment B - Previously Approved Special Exception

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 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. **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 - Proposition for Food Trucks and Music Events at Parks Periodically

2. **Discussion Regarding Rolling Back the Hours of Operation of the Playhouse Establishment**
   MEMO - Rolling Back the Hours of Operation - 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

3. **Discussion Regarding Proposal to Establish Haitian Festival in Celebration of Haitian Heritage Month in the Month of 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**
   ITEM 17-4 - 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 Being Compensated**
   MEMO - Discussion Regarding Survey of What Other Municipalities Elected Officials are being Compensated
   Exhibit A - Mayor and Commissioners' Salary Benefits Survey

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 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 & 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 Amendment 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.