



CITY OF WEST PARK CITY COMMISSION MEETING AGENDA

**WEDNESDAY, MAY 7, 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: Mental Health Awareness Month**
 - 2. Proclamation: National Cities, Towns & Villages Month**
 - 3. Proclamation: Haitian Heritage Month**
 - 4. Commendation: Recognizing the City’s Youth Council High School Graduating Seniors**
- 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. February 19, 2025 - Regular Meeting Minutes**
[February 19, 2025 - Regular Meeting Minutes](#)
- 10. RESOLUTIONS – CONSENT ITEMS**
 1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA SCHEDULING A PUBLIC WORKSHOP FOR THURSDAY, JUNE 26, 2025, AT 6:00 P.M. IN THE CITY HALL CHAMBERS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-48)
[RESO. 2025-48 - West Park - Scheduling a Public Workshop for Thursday, June 26, 2025](#)

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA AUTHORIZING THE EXECUTION OF THE ATTACHED MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF WEST PARK AND FLORIDA INTERNATIONAL UNIVERSITY FOR A SUMMER READING EXPLORER PROGRAM; PROVIDING FOR ADOPTION REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-49)

[RESO. 2025-49 - West Park - Executing MOU Agreement between the City and FIU Summer Reading Explorer Program](#)

[MEMO - FIU Reading Explorer Summer 2025](#)

[MOU - FIU Reading Explorer Summer 2025](#)

[MEMO - FIU Summer Reading Explorer Program](#)

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

(Resolution 2025-50)

[RESO. 2025-50 - West Park - Executing Minor Home Repair Grant Agreement - Eraka Smith](#)

[MEMO - Minor Home Repair Program Award - Eraka Smith](#)

[Exhibit A - Agreement - Minor Home Repair Grant - Eraka Smith](#)

[Exhibit B - Mortgage Agreement - Minor Home Repair Grant - Eraka Smith](#)

[Exhibit C - Promissory Note - Minor Home Repair Grant - Eraka Smith](#)

11. RESOLUTIONS – NON CONSENT ITEMS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA SCHEDULING A PUBLIC WORKSHOP FOR MAY ____, 2025, AT 6:00 P.M. IN THE CITY HALL CHAMBER; PROVIDING FOR REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-37)

[RESO. 2025-37 - West Park - Scheduling a Public Workshop](#)

[Commissioner Touchstone's Available Workshop Dates](#)

2. 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](#)

3. 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 MOST 22-4246 FY 24-25 Grant Contract](#)

[MEMO - Maximizing Out of School Time \(MOST\) Grant Agreement](#)

4. 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 and Recycling Disposal Authority](#)

[Res. 2023-129 - Appointing Reps. to Governing Board of Solid Waste and Recycling Disposal Authority](#)

[Res. 2023-65 - Executing Interlocal Agreement - Solid Waste and Recycling Disposal Authority](#)

12. RESOLUTIONS – (PUBLIC HEARING)

1. None.

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. **Email Received from Broward League of Cities Regarding Hosting June 5, 2025 Board**

Meeting

MEMO - Email Received from Broward League of Cities Regarding Hosting June 5, 2025 Board Meeting

Exhibit A - Email dated May 2, 2025 - Broward League of Cities June Board of Directors Meeting

Exhibit B - Reso. # 2025-45 - Appointing Representatives to Broward League of Cities FY 2025-26

2. Update on Complaint Regarding Site Inspection Visit to 129 Ronald Road

MEMO - Update on Complaint Regarding Site Inspection Visit to 129 Ronald Road

Staff Observations - 129 Ronald Road

Permit History - 129 Ronald Road

3. Update Regarding Minor Design Adjustment Made to SW 48th Avenue Complete Street Improvement Project

MEMO - Update Regarding Minor Design Adjustment Made to SW 48 Avenue Complete Street Improvement - Final Median Design Illustration

4. Proposed FY 2025-26 Budget Hearing Schedule & Adjustment to Tentative Meeting Calendar

MEMO - Proposed FY2025 Budget Hearing Schedule Adjustment to Tentative Meeting Calendar

Exhibit A - E-mail from Broward County Property Appraiser's Office

16. OLD BUSINESS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, TO APPOINT A SPECIAL COUNSEL TO INVESTIGATE WHETHER THERE IS "CAUSE" AGAINST THE CITY MANAGER FOR ALLEGED VIOLATIONS; PROVIDING FOR ADOPTION OF REPRESENTATION; PROVIDING FOR AN EFFECTIVE DATE

(Resolution 2025-13)

RESO. 2025-13 - West Park - Appointing Special Counsel - For Cause Investigation of City Manager

2. Information Requested Regarding Playhouse Located at 5775 Hallandale Beach Blvd.

MEMO - Information Requested Regarding Playhouse, 5775 West Hallandale Beach Boulevard

Exhibit A - Code Enforcement Files

Exhibit B - Building Department Files

Exhibit C - Planning Department Files

Exhibit D - Business Tax Receipt Records

17. NEW BUSINESS

1. **Discussion Regarding Request for the City Manager, City Attorney and City Staff to immediately execute all ordinances, policies and procedures and resolutions duly adopted by a majority vote of the commission and establishing grounds for disciplinary action in cases of noncompliance**
2. **Discussion Regarding to provide direction for answering all unanswered or unresolved emails Commissioners have sent within the next 15 days, and set policy by ordinance for a written response to all city inquiries within 48-72 hours**

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.