CITY OF WEST PARK

CITY COMMISSION MEETING AGENDA

WEDNESDAY, DECEMBER 4, 2024
7:00 P.M.

COMMISSION CHAMBER
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 Eveillard
Commissioner Brandon Smith
Commissioner Dr. Katrina Touchstone

W. Ajibola Balogun, City Manager
Burnadette Norris-Weeks, City Attorney
Alexandra 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. **Recognition: Sony Michel & the City of West Park 8U Football Saints**

2. **Presentation: Broward County Animal Care - Zachary Rinkins**

3. **Presentation: State Lobbyist - Yolanda Cash Jackson**

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. **Law Enforcement Monthly Statistics Report for October 2025**
   WP - Monthly Statistics Report - Oct. 2024

9. APPROVAL OF MINUTES

1. None.

10. RESOLUTIONS – CONSENT ITEMS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, ADOPTING THE CERTIFIED RESULTS OF THE NOVEMBER 5, 2024 MUNICIPAL ELECTION RELATED TO THE CITY OF WEST PARK; PROVIDING FOR AN EFFECTIVE DATE
   (Resolution 2024-103)
   RESO. 2024-103 - West Park - Accepting November 2024 Certified Election Results West Park - Certified Election Results - Nov. 2024

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, APPROVING SIGNATORIES FOR VARIOUS BANK ACCOUNTS OF THE CITY OF WEST PARK AT TD BANK, N.A.; FURTHER AUTHORIZING CITY OFFICIALS TO EXECUTE ALL NECESSARY DOCUMENTS WITH TD BANK, N.A.; PROVIDING AN EFFECTIVE DATE
(Resolution 2024-104)
RESO. 2024-104 - West Park - TD Bank Check Signing Authorization

3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE EXECUTION OF A FISCAL YEAR 2023 FLORIDA DEPARTMENT OF LAW ENFORCEMENT EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT AWARD FOR THE PURCHASE AND INSTALLATION OF ADDITIONAL SURVEILLANCE CAMERAS AND A DVR SYSTEM AT WATER TOWER PARK AND CITY HALL; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2024-105)
RESO. 2024-105 - West Park - Execute JAG-FDLE 2023 Grant for Surveillance Cameras for Water Tower Park and City Hall
State of FL - 6N062 - Federal Award Agreement
FY2023 JAGD Subgrant Solicitation
FY2023 JAGD Water Tower Park & City Hall Surveillance Cameras - Application
Reso. 2024- 45 - Submitting FY 2023 JAG Application to FDLE - Surveillance Cameras Water Tower Park & City Hall

4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A TWELFTH 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 AN EFFECTIVE DATE
(Resolution 2024-106)
RESO. 2024-106 - West Park - Executing Twelfth Amendment to Grant Agreement with State of Florida - For Mini-Amphitheater
Memo - Florida Dept. of State Grant Agreement Amendment
Exhibit A - Amphitheater Architectural and Project Construction
Plans Exhibit B - Amphitheater Project Permitting Approvals Exhibit
C - Cultural Center Project Support Letter
Exhibit D - Grant Agreement Extension Amendment

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 2025 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 AN EFFECTIVE DATE
(Resolution 2024-107)
RESO. 2024-107 - West Park - Adopting State Legislative Priority
List Memo - State Legislative Priority List

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 A VARIANCE PURSUANT TO CHAPTER 28, ARTICLE II OF THE CITY'S CODE OF ORDINANCES ENTITLED "VARIANCES AND SPECIAL EXCEPTIONS", SPECIFICALLY, REQUESTING THE CITY TO CONSIDER A VARIANCE PURSUANT TO 20-197 OF THE CITY'S CODE OF ORDINANCES REGARDING PERVIOUS AREA REQUIREMENTS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.
   (Resolution 2024-108)
   - RESO. 2024-108 - West Park - Variance 1 - Carlos Javier Vianoly for Auto State Body Shop - 2405 SW 57 Way
   - Memo - Variance #1 - Auto State Body Shop
   - Variance # 1 - Auto State Body Shop - Attachment A
   - Variance # 1 - Auto State Body Shop - Attachment B
   - Variance # 1 - Auto State Body Shop - Attachment C

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CONSIDERING A PETITION FOR VARIANCE PURSUANT TO CHAPTER 28, ARTICLE II OF THE CITY'S CODE OF ORDINANCES ENTITLED "VARIANCES AND SPECIAL EXCEPTIONS", REQUESTING THE CITY TO CONSIDER A VARIANCE TO SECTION 42-571 OF THE CITY'S CODE OF ORDINANCES REGARDING LANDSCAPE BUFFER REQUIREENTS; PROVIDING FOR REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
   (Resolution 2024-109)
   - RESO. 2024-109 - West Park - Variance 2 - Carlos Javier Vianoly for Auto State Body Shop - 2405 SW 57 Way
   - Memo - Variance # 2 - Auto State Body Shop
   - Variance # 2 Auto State Body Shop - Attachment A
   - Variance # 2 Auto State Body Shop - Attachment B
   - Variance # 2 Auto State Body Shop - Attachment C

3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CONSIDERING AN APPLICATION FOR SITE PLAN APPROVAL PURSUANT TO CHAPTER 20, ARTICLE IV OF THE CITY'S CODE OF ORDINANCES ENTITLED "SITE PLAN PROCEDURE AND REQUIREMENTS", REQUESTING THE CITY TO CONSIDER SITE PLAN APPROVAL PURSUANT TO SECTION 20-166 OF THE CITY'S CODE OF ORDINANCES FOR PROPERTY LOCATED AT 2405 SW 57 WAY, WEST PARK, FLORIDA; PROVIDING FOR AN EFFECTIVE
   (Resolution 2024-110)
   - RESO. 2024 -110 - Site Plan Approval - Carlos Javier Vianoly for Auto State Body Shop - 2405 SW 57 Way
   - Memo - Site Plan Approval Request - Auto State Body Shop
   - Site Plan Approval Auto State Body Shop - Attachment A
   - Site Plan Approval Auto State Body Shop - Attachment B
   - Site Plan Approval Auto State Body Shop - Attachment C

13. ORDINANCES – FIRST READING

1. None.

14. ORDINANCES – SECOND READING (PUBLIC HEARING)

1. None.

15. CITY MANAGER'S REPORT

1. **Tentative Meeting Calendar for 2025**
   Memo - Tentative Meeting Calendar for 2025
   2025 Tentative Meeting Calendar

2. **Cybersecurity Standards Development Update**
   Memo - Cybersecurity Standards Development Update
   Exhibit A - Ongoing Cybersecurity Standards Development

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.

Broward County Sheriff's Office

WEST PARK DISTRICT
Captain Alexandra Holmes
Lieutenant Gerard Charles

MONTHLY STATISTICS

October 1-31, 2024

CALLS FOR SERVICE:	**1,168**
A. NON 911 CALL	135
B. 911 CALL	580
C. FIELD INITIATED CALL	419
D. PWT	34
ACCIDENT INVESTIGATIONS:	**49**
A. HIT & RUN	7
B. HIT & RUN WITH INJURIES	1
B. MINOR ACCIDENT	30
C. ACCIDENT WITH INJURIES	10
D. ACCIDENT ROLLOVER OR EXTRICATION	1
CITATIONS:	**20**
A. UNIFORM TRAFFIC	15
B. DUI	4
C. WARNING	1

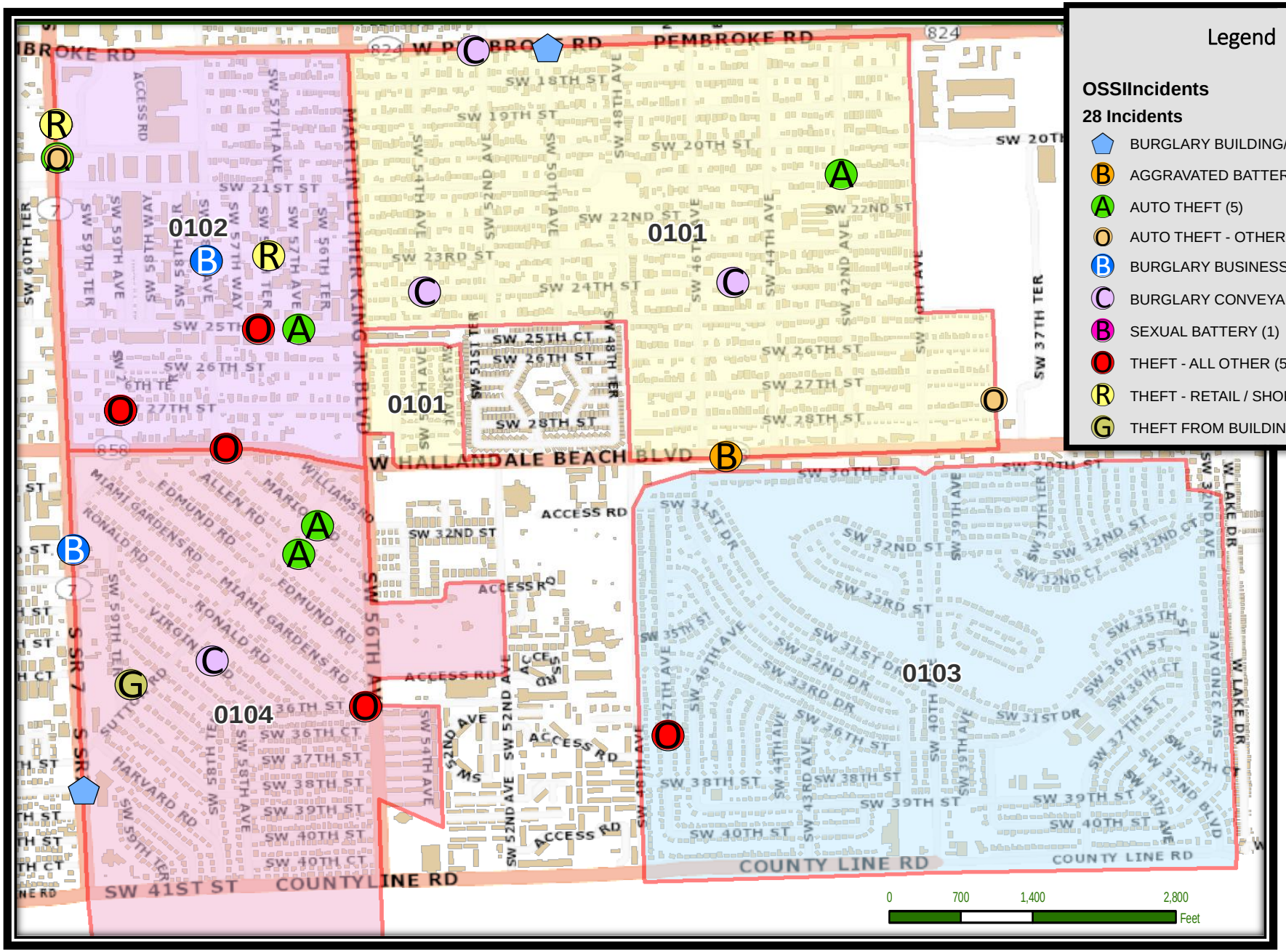
ARRESTS:

CLASSIFICATION	TOTAL
AGG ASSAULT W/ INTENT COMMIT FELONY - DOMESTIC VIOL	1
AGG BATTERY W/DEADLY WEAP- DATING VIOL	1
BATTERY-CAUSE BODILY HARM – DOMESTIC VIOLENCE	2
BURGL-UNOCCUPIED DWELLING UNARMED	1
BURGL-UNOCCUPIED STRUCTURE STATE OF EMERGENCY/RIOT	2
BURGL-UNOCCUPIED STRUCTURE UNARMED	1
BURGL-WITH ASSAULT OR BATTERY	1
DRUGS-POSSESS-CNTRL SUB WO PRESCRIPTION	1
DRUGS-POSSESS-POSSESSION OF A CONTROLLED SUBSTANCE	1
DUI ALCOHOL OR DRUGS 1ST OFFENSE	1
LARC-GRAND THEFT 750 LESS THAN 5K DOLS	2
LARC-PETIT THEFT 1ST DEGREE 100 LESS 750 DOLS	2
MARIJUANA-POSSESS-NOT MORE THAN 20 GRAMS	1
OBSTRUCTING JUSTICE-HINDER WITN COMMUN INFO TO LEO/JUDGE MIS	1
POSSESSION OF COCAINE	1
PROBATION VIOLATION - FELONY	1
RESIST OFFICER-OBSTRUCT WO VIOLENCE	1
SEX ASSLT-BY UNDER 18 YOA SEX BATTERY VICTIM UND 12 YOA	1
TOUCH OR STRIKE/BATTERY/DATING VIOL	1
TOUCH OR STRIKE/BATTERY/DOMESTIC VIOL	3
TRAFFICK METHAMPHETA 200G+ BOND:0	1
TRESPASSING-PROPERTY NOT STRUCTURE OR CONVEY	1
VEH THEFT-GRAND THEFT OF MOTOR VEHICLE	1
WARRANT	1
WARRANT/TEMPORARY TAG VIOLATION	1
WARRANT-CNT: 1 TRESPASS STRUCT/CONVEYANCE BOND:250.00	1
Grand Total	32

Disclaimer: These are working numbers and are subject to change at any time due to various reasons.

VIOLENT INCIDENTS/PART 1 PROPERTY CRIMES

October 1-31, 2024



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VIOLENT INCIDENTS/PART 1 PROPERTY CRIMES

October 1-31, 2024

CASE NUMBER	CLASSIFICATION	START DATE	END DATE	DOW	ZONE	ADDRESS	NARRATIVE
012410000385	AUTO THEFT	5/7/2024 8:00 AM	10/11/2024 2:17 PM	UNK	0101	4201 SW 21ST ST/SW 42ND AV	TWO 2021 RAM 2500 TAKEN FROM STORAGE YARD.
012410000126	THEFT - ALL OTHER	6/8/2024 UNK TIME	10/3/2024 7:00 PM	UNK	0102	5720 SW 25TH ST	STOLEN TAG.
012410000313	SEXUAL BATTERY	9/22/2024 UNK TIME	10/9/2024 3:26 PM	UNK	0102	RESTRICTED	VC REPORTED SHE WAS FORCED TO HAVE SEX WITH ROOMMATE MULTIPLE TIMES.
012411000129	AUTO THEFT - OTHER	10/1/2024 UNK TIME	10/2/2024 10:26 AM	TUE & WED	0102	2033 S STATE ROAD 7	FAILURE TO RETURN RENTAL VEHICLE (SUSPECT PROVIDED FALSE ID).
01241000038	THEFT - ALL OTHER	10/2/2024 1:58 AM	10/2/2024 1:59 AM	WED	0102	5775 W HALLANDALE BEACH BLVD	VC LEFT CELL PHONE BRIEFLY ON TOP OF BAR COUNTER, THIS WAS TAKEN. SUSPECT WAS ARRESTED.
012410000078	THEFT - ALL OTHER	10/3/2024 2:59 AM	10/3/2024 3:00 AM	THUR	0104	5610 SW 36TH ST	PRESCRIBED MEDICATION TAKEN FROM MAILBOX.
012410000245	AUTO THEFT	10/5/2024 10:00 PM	10/6/2024 2:30 PM	SAT & SUN	0102	5700 SW 25TH ST	2010 AUDI A4 TAKEN FROM LOCATION.
012410000203	BURGLARY BUILDING/STRUCTURE	10/6/2024 2:38 AM	10/6/2024 2:39 AM	SUN	0104	3801 S STATE ROAD 7	ILLEGAL TRESPASSING - SUSPECT ARRESTED.
012410000252	AUTO THEFT	10/6/2024 7:00 PM	10/7/2024 6:30 PM	SUN & MON	0104	112 MARION RD	2018 HONDA CRV TAKEN - KEY FOB LEFT INSIDE VEHICLE; VEH MIGHT HAVE BEEN LEFT UNLOCKED.
012410000229	AUTO THEFT	10/7/2024 2:06 AM	10/7/2024 8:26 AM	MON	0104	114 ALLEN RD	FORD F-150 TAKEN - VEHICLE WAS LEFT UNLOCKED WITH KEYS INSDE.

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VIOLENT INCIDENTS/PART 1 PROPERTY CRIMES

October 1-31, 2024

CASE NUMBER	CLASSIFICATION	START DATE	END DATE	DOW	ZONE	ADDRESS	NARRATIVE
012410000294	BURGLARY BUSINESS	10/8/2024 5:59 PM	10/9/2024 6:35 AM	TUE & WED	0102	2308 SW 58TH AV	THREE WORK VANS BROKEN INTO - SEWER CAMERA AND LOCATOR TAKEN. VISIBLE SIGNS OF FORCED ENTRY. SUSPECT WAS ARRESTED.
012410000322 (not showing on map, database issue)	AGGRAVATED BATTERY	10/9/2024 9:00 PM	10/9/2024 10:03 PM	WED	0101	4800 PEMBROKE ROAD	BOYFRIEND PHYSICALLY ASSAULTED GIRLFRIEND DURING AN ARGUMENT. OUT OF CUSTODY ISSUED.
012410000335	BURGLARY BUILDING/STRUCTURE	10/10/2024 5:50 AM	10/10/2024 6:15 AM	THUR	0101	5000 PEMBROKE RD	MOTORIZED PRESSURE WASHER AND WATER PUMP TAKEN FROM UNOCCUPIED BUILDING - SIGNS OF FORCED ENTRY.
012410000489	THEFT FROM BUILDING	10/10/2024 8:00 PM	10/10/2024 8:00 PM	THUR	0104	43 NEWTON RD	PACKAGE TAKEN.
012410000476	THEFT - ALL OTHER	10/12/2024 7:00 PM	10/14/2024 7:30 AM	SAT, SUN & MON	0103	3721 SW 47TH AV	STOLEN TAG.
012410000566	BURGLARY CONVEYANCE	10/13/2024 12:01 AM	10/13/2024 11:20 AM	SUN	0101	5401 SW 24TH ST	SUSPECT BROKE INTO THE CHURCH'S BUS AND SPENT THE NIGHT THERE.
012410000516	THEFT - ALL OTHER	10/14/2024 8:00 PM	10/15/2024 8:07 AM	MON & TUE	0102	5926 SW 27TH ST	STOLEN TAG.
012410000731	THEFT - RETAIL / SHOPLIFTING	10/20/2024 1:02 PM	10/20/2024 1:02 PM	SUN	0102	1951 S STATE ROAD 7	PAINTING TOOLS TAKEN. SUSPECT WAS ARRESTED.
012410000754	BURGLARY CONVEYANCE	10/21/2024 5:20 AM	10/21/2024 5:42 AM	MON	0101	4501 SW 24TH ST	FIREARM TAKEN FROM VEHICLE - NO SIGNS OF FORCED ENTRY.
012410000834	BURGLARY CONVEYANCE	10/22/2024 4:00 PM	10/23/2024 6:55 AM	TUE & WED	0104	125 VIRGINIA RD	LAWN EQUIPMENT TAKEN FROM TRAILER - LOCK REMOVED AND TAKEN.

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VIOLENT INCIDENTS/PART 1 PROPERTY CRIMES

October 1-31, 2024

CASE NUMBER	CLASSIFICATION	START DATE	END DATE	DOW	ZONE	ADDRESS	NARRATIVE
012410000858	THEFT - RETAIL / SHOPLIFTING	10/23/2024 4:45 PM	10/23/2024 5:06 PM	WED	0102	1951 S STATE ROAD 7	CONSTRUCTION TOOLS TAKEN. SUSPECT WAS ARRESTED.
012411000033	AUTO THEFT	10/27/2024 5:30 PM	10/28/2024 8:00 AM	SUN & MON	0102	2033 S STATE ROAD 7	2017 FORD ECONOLINE TAKEN - SUSPECT CAUGHT ON CCTV.
012410001000	AGGRAVATED BATTERY	10/27/2024 7:25 PM	10/27/2024 7:30 PM	SUN	0101	4529 W HALLANDALE BEACH BLVD	WHILE ATTEMPTING TO STOP A PHYSICAL ALTERCATION BETWEEN BOYFRIEND AND GIRLFRIEND, THE VICTIM WAS SHOT IN THE ARM BY THE BOYFRIEND, WHO THEN FLED THE SCENE. SUSPECT WAS ARRESTED.
012410001011	AUTO THEFT - OTHER	10/28/2024 1:17 AM	10/28/2024 8:19 AM	MON	0101	2758 SW 38TH AV	2016 FREIGHTLINER CASCADIA 125 AND 2022 VANGU TRAILER TAKEN FROM LOCATION.
012410001015	THEFT - RETAIL / SHOPLIFTING	10/28/2024 8:41 AM	10/28/2024 8:41 AM	MON	0102	5723 SW 23RD ST	SIX PACK OF BEER TAKEN FROM STORE.
012410001055	BURGLARY BUSINESS	10/29/2024 12:30 AM	10/29/2024 11:24 AM	TUE	0104	3205 S STATE ROAD 7	SEVERAL AUTO PARTS TAKEN FROM TRUCK (LOOSE AUTO PARTS WERE BEING STORED IN THE VEHICLE).
012410001091	BURGLARY CONVEYANCE	10/29/2024 4:58 AM	10/29/2024 9:00 AM	TUE	0101	5236 PEMBROKE RD	KEY AND TOOLBOX TAKEN FROM BUS - VEHICLE WAS LEFT UNLOCKED (INOPERABLE VEHICLE).
012410001097	THEFT - RETAIL / SHOPLIFTING	10/30/2024 11:50 AM	10/30/2024 11:55 AM	WED	0102	1951 S STATE ROAD 7	FIVE GALLONS OF PAINT TAKEN. SUSPECT WAS ARRESTED.

Disclaimer: These are working numbers and are subject to change at any time due to various reasons.

RESOLUTION NO. 2024-103

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, ADOPTING THE CERTIFIED RESULTS OF THE NOVEMBER 5, 2024 MUNICIPAL ELECTION RELATED TO THE CITY OF WEST PARK; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of West Park ("City") held a Municipal General Election on November 5, 2024 to fill Commission Seats 3 and 4; and

WHEREAS, Joy B. Smith was elected to Seat 3 to serve a four-year term as City Commissioner; and

WHEREAS, Cristina Eveillard was elected to Seat 4 to serve a four-year term as City Commissioner; and

WHEREAS, on November 18, 2024, the Broward County Canvassing Board certified the results of the City of West Park's Municipal General Election held on November 5, 2024; and

WHEREAS, the City Commission of the City of West Park hereby desires to adopt the certified election results of the November 5, 2024 municipal election.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AS FOLLOWS:

Section 1. **Adoption of Representations**. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. **Adoption of Certified Election Results**. The City Commission of the City of West Park hereby adopts the election results for the November 5, 2024 City of West Park Municipal General Election for City Commission Seats 3 and 4, certified by the Broward County Canvassing Board, as more specifically set forth in Exhibit "A" hereto.

Section 3. **Effective Date**. This Resolution shall take effect immediately upon final passage and adoption.

PASSED and **ADOPTED** this 4th day of December 2024.

Felicia M. Brunson, Mayor

ATTEST:

Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Eveillard	_____ (Yes)	_____ (No)
Commissioner B. Smith	_____ (Yes)	_____ (No)
Commissioner Touchstone	_____ (Yes)	_____ (No)
Vice-Mayor J. Smith	_____ (Yes)	_____ (No)
Mayor Brunson	_____ (Yes)	_____ (No)

	TOTAL VOTES	%	ED	AV	EV	PV
West Park, Commissioner, Seat 3						
(VOTE FOR) 1						
(WITH 3 OF 3 PRECINCTS COUNTED)						
Gernald Hawkins	2,150	40.56	502	607	1,041	0
Joy B. Smith	3,151	59.44	742	861	1,545	3
Over Votes	3		2	1	0	0
Under Votes	538		142	95	301	0
West Park, Commissioner, Seat 4						
(VOTE FOR) 1						
(WITH 3 OF 3 PRECINCTS COUNTED)						
Cristina Eveillard	2,805	53.17	724	693	1,386	2
Marvin Price	2,471	46.83	519	775	1,176	1
Over Votes	2		1	1	0	0
Under Votes	564		144	95	325	0

X _____
County Judge

X _____
County Commissioner

X _____
Supervisor of Elections

RESOLUTION NO. 2024-104

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, APPROVING SIGNATORIES FOR VARIOUS BANK ACCOUNTS OF THE CITY OF WEST PARK AT TD BANK, N.A.; FURTHER AUTHORIZING CITY OFFICIALS TO EXECUTE ALL NECESSARY DOCUMENTS WITH TD BANK, N.A.; PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of West Park ("City") recognizes TD Bank as its financial institution; and

WHEREAS, authorized signatories on the City's bank accounts need to be updated to include all city commissioners in the absence of the primary signatories; and

WHEREAS, the City Commission of the City of West Park ("City Commission") desires to update and approve signatories to the City's bank accounts and further authorize the execution of all necessary documents for the City's accounts at TD Bank, N.A.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Authorization and Approval. The City Commission of the City of West Park hereby authorizes and approves the City Administrator and the Mayor as the primary signatories to the City's bank accounts. The City further authorizes the Vice-Mayor or any other City elected officials as alternate signatories. The City Commission further authorizes such officials to execute a signature card with TD Bank, N.A.

Section 3. Signatories to City Accounts for Bank Verification. The following City Officials are hereby designated as the primary authorized signatories to the City's bank accounts:

a. Felicia M. Brunson, Mayor
b. W. Ajibola Balogun, City Administrator

Alternate signatories to the City's bank account may be Vice-Mayor Joy B. Smith or Commissioner Cristina Eveillard or Commissioner Brandon Smith or Commissioner Katrina V. Touchstone.

Section 4. Authority of City Administrator. The City Administrator is hereby authorized to take all necessary and expedient action to effectuate the intent of this Resolution.

Section 5. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and **ADOPTED** this 4th day of December 2024.

_____
Felicia M. Brunson, Mayor

ATTEST:

_____
Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Eveillard	_____ (Yes)	_____ (No)
Commissioner B. Smith	_____ (Yes)	_____ (No)
Commissioner Touchstone	_____ (Yes)	_____ (No)
Vice-Mayor J. Smith	_____ (Yes)	_____ (No)
Mayor Brunson	_____ (Yes)	_____ (No)

RESOLUTION NO. 2024-105

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE EXECUTION OF A FISCAL YEAR 2023 FLORIDA DEPARTMENT OF LAW ENFORCEMENT EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT AWARD FOR THE PURCHASE AND INSTALLATION OF ADDITIONAL SURVEILLANCE CAMERAS AND A DVR SYSTEM AT WATER TOWER PARK AND CITY HALL; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on May 15, 2024, the City Commission of the City of West Park ("City Commission") approved an application submission for Florida Department of Law Enforcement ("FDLE") grant award funding from the United States Department of Justice for Federal Fiscal Year 2023; and

WHEREAS, the City of West Park ("City") has been approved for funding assistance from the Edward Byrne Memorial Justice Assistance Grant Direct program in the amount of Three Thousand Nine Hundred Twelve Dollars ($3,912.00); and

WHEREAS, the purpose of the desired grant funds from FDLE is to facilitate the purchase and installation of additional state of the art surveillance cameras and a DVR system at Water Tower Park and City Hall; and

WHEREAS, the surveillance cameras and DVR system will be used to deter criminal activity and provide security; and

WHEREAS, the City Commission of the City of West Park ('City Commission") deems the execution of necessary agreements for the acceptance of grant funds attached hereto as Exhibit "A" is in the best interests of the City of West Park.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Authorization of the City Administrator. The City Commission of the City of West Park hereby authorizes the City Administrator to accept and execute all documents necessary to receive the Edward Byrne Memorial Justice Assistance Grant program funds from the Florida Department of Law Enforcement for the purpose of

purchasing and installing additional surveillance cameras and a DVR system at Water Tower Park and City Hall. The City Administrator is further authorized to take all necessary and expedient action to effectuate the intent of this Resolution.

Section 3. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and **ADOPTED** this 4th day of December 2024.

_____
Felicia M. Brunson, Mayor

ATTEST:

_____
Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Eveillard	_____ (Yes)	_____ (No)
Commissioner B. Smith	_____ (Yes)	_____ (No)
Commissioner Touchstone	_____ (Yes)	_____ (No)
Vice-Mayor J. Smith	_____ (Yes)	_____ (No)
Mayor Brunson	_____ (Yes)	_____ (No)

State of Florida
Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, FL 32308

AWARD AGREEMENT

Recipient: City of West Park

Recipient SAM UEI: ZQPTANMSGXG5

Award Number: 6N062

Award Period: 10/01/2024 – 06/30/2025

Award Title: D-6N062 Water Tower Park and City Hall Surveillance

Federal Funds: $3,912.00

Matching Funds: $0.00

Total Funds: $3,912.00

CFDA: 16.738

Federal Award Number: 15PBJA-23-GG-02972-MUMU

Federal Program: Edward Byrne Memorial Justice Assistance Grant (JAG)

Federal Awarding Agency: U.S. Department of Justice (USDOJ)

Pass-through Entity: Florida Department of Law Enforcement (FDLE)

Research & Development: No

Indirect Cost: No

An award agreement is entered into by and between the Florida Department of Law Enforcement (herein referred to as "FDLE" or "Department") and the City of West Park (herein referred to as "Recipient");

WHEREAS, the Department has the authority pursuant to Florida law and does hereby agree to provide federal financial assistance to the Recipient in accordance with the terms and conditions set forth in the award agreement, and

WHEREAS, the Department has available funds resulting from the federal award listed above, and

WHEREAS, the Recipient and the Department have each affirmed they have read and understood the agreement in its entirety and the Recipient has provided an executed agreement to the Department.

SCHEDULE OF APPENDICES

Appendix A – Scope of Work
Appendix B – Deliverables
Appendix C – Approved Budget
Appendix D – Award Contacts
Appendix E – Special Conditions
Appendix F – Standard Conditions

PERFORMANCE REPORTING

The Recipient shall provide **Quarterly Performance Reports** to the Department attesting to the progress towards deliverables. Performance Reports are due no later than 15 days after the end of each reporting period.

For example: If the monthly reporting period is July 1-31, the Performance Report is due August 15th; if the quarterly reporting period is January 1 – March 31, the Performance Report is due by April 15th.

The Recipient shall respond to the metrics in the electronic grant management system. Information provided by the Recipient will be used by the Department to compile reports on project progress and metrics to the U.S. Department of Justice.

Supporting documentation for performance must be maintained by Recipient and made available upon request for monitoring purposes. Examples of supporting documentation include but are not limited to timesheets, activity reports, meeting notices, delivery documents, public announcements, rosters, presentations, database statistics, etc.

Failure to submit performance reports by the deadline will result in a withholding of funds until performance reports are received.

FINANCIAL REPORTING

The State of Florida's performance and obligation to pay under this agreement is contingent upon an appropriation by the Legislature. The Department will administer and disburse funds under this agreement in accordance with ss. 215.97, 215.971, 215.981 and 215.985, F.S.

This is a cost reimbursement agreement. The Department will reimburse the Recipient for allowable expenditures included in the approved budget **(Appendix B)** incurred during each reporting period. The Recipient shall provide **Quarterly Payment Requests** to the Department attesting to expenditures made during the reporting period. These reports are due no later than 30 days after the end of each reporting period. For example: If the monthly reporting period is July 1-31, the Payment Request is due August 30th; if the quarterly reporting period is January 1 – March 31, the Payment Request is due by April 30th.

Using the electronic grant management system to record expenses, Payment Requests must clearly identify the dates of services, a description of the specific contract deliverables provided during the reporting period, the quantity provided, and the payment amount. All Payment Requests are reviewed and may be audited to the satisfaction of the Department. The Department's determination of acceptable expenditures shall be conclusive.

The final Payment Request shall be submitted to the Department no more than 60 days after the end date of the award. Any payment due under the terms of this agreement may be withheld until performance of services, all reports due are received, and necessary adjustments have been approved by the Department.

The Recipient must maintain original supporting documentation for all funds expended and received under this agreement in sufficient detail for proper pre- and post-audit and to verify work performed was in accordance with the deliverable(s). Payment shall be contingent upon the Department’s grant manager receiving and accepting the invoice and the associated supporting documentation. Supporting documentation includes, but is not limited to: quotes, procurement documents, purchase orders, original receipts, invoices, canceled checks or EFT records, bank statements, etc. The state’s Chief Financial Officer (CFO) reserves the right to require further documentation on an as needed basis.

Failure to comply with these provisions shall result in forfeiture of reimbursement.

Award Signatures

In witness whereof, the parties affirm they each have read and agree to the conditions set forth in **Appendix C and Appendix D** of this agreement, have read and understand the agreement in its entirety and have executed this agreement by their duly authorized officers on the date, month and year set out below.

Modifications to this page, including strikeovers, whiteout, etc. are not permitted.

Award ID: 6N062
Award Title: D-6N062 Water Tower Park and City Hall Surveillance
Award Period: 10/01/2024 – 06/30/2025

Florida Department of Law Enforcement
Office of Criminal Justice Grants

Signature: _____ Date: _____

Typed Name and Title: Cody Menacof, Bureau Chief

Recipient
City of West Park

The award is not valid until signed and dated by all required parties including either the Chief Official or Designee below. Any Designee signatures must be accompanied by documentation granting the authority to execute this agreement.

Recipient Chief Official

Signature: _____ Date: _____

Typed Name and Title: Felicia Brunson, Mayor

Recipient Chief Official Designee

Signature: _____ Date: _____

Printed Name and Title: _____

Additional Recipient Signatures (optional)

If your local process requires additional signatures (i.e., legal, clerk, etc.) use the spaces below.

Signature: _____ Date: _____

Printed Name and Title: _____

Signature: _____ Date: _____

Printed Name and Title: _____

Appendix A - Scope of Work

Award Number:	6N062
Recipient:	City of West Park
Award Title:	D-6N062 Water Tower Park and City Hall Surveillance
Award Period:	10/01/2024 - 06/30/2025

Problem Identification

The City of West Park has experienced verbal threats, vandalism, and break-ins in multiple locations within the city. Water Tower Park and City Hall have been experiencing an increase in visitors and activities. These two locations are essential to our community but are in high crime areas that are subjected to threats, theft, vandalism, and other crimes. The increase in these types of incidents increase the potential for physical altercations in these locations.

The goal for the City of West Park is to provide public safety, we are unable to do so without additional video surveillance cameras and equipment. This will help deter crime and capture any criminal activity since the footage will immediately be available for review.

Currently, the city is contracting with Broward County Sheriff's Office to provide services within the city. Many calls are placed to ensure all activities are documented when occurring. However, the city is unable to provide 24/7 footage to these high crime areas.

Scope of Work

The City of West Park will use grant funds to purchase and install cameras and DVR system equipment for additional surveillance in these two locations. Purchasing this equipment will help deter crime and will provide evidence if any crime takes place at either location. The video surveillance cameras and equipment will be installed on existing infrastructure, and there will be no impact to any historical structures.

Appendix B - Deliverables

Award Number:	6N062
Recipient:	City of West Park
Award Title:	D-6N062 Water Tower Park and City Hall Surveillance
Award Period:	10/01/2024 - 06/30/2025

Total payments for all deliverables will not exceed the maximum grant award amount.

Deliverable 1	Recipient will use federal grant funds to procure cameras and DVR systems.
Minimum Performance Criteria:	Performance will be the procurement and receipt of goods/services purchased.
Financial Consequences:	This is a cost reimbursement deliverable. Only those items purchased and received will be eligible for payment.
Deliverable Price:	Total payments for this deliverable will be approximately $3,912.00

Appendix C - Approved Budget

Award Number:	6N062		
Recipient:	City of West Park		
Award Title:	D-6N062 Water Tower Park and City Hall Surveillance		
Award Period:	10/01/2024-06/30/2025		
Award Amount:	$3,912.00	$0.00	$3,912.00
	Grant Funded	Match	Total

Standard Budget Terms

All items, quantities, and/or prices below are estimates based on the information available at the time of application.

The item(s) listed below may include additional individually priced, operationally necessary accessories, components, and/or peripherals and may be categorized as a "kit", "bundle", "system" etc.

Award funds may be used to pay for any applicable shipping, freight, and/or installation costs.

Award funds will NOT be used to pay for extended warranties, service agreements, contracts, etc., covering any periods that extend beyond the award end date. Funds may be prorated for services within the award period.

Any costs that exceed the award allocation will be the responsibility of the Recipient.

D. Equipment

Item Name	Description	Grant Funded	Match	Total
Cameras and DVR System	2 Wireless access points @ $190 each 1 DVR @ $1,579 each 2 hard drives @ $164.99 each 5 IP Cameras @ $197.99 each	$3,278.00	$0.00	$3,278.00
			D. Equipment Subtotal:	**$3,278.00**

H. Other Costs

Item Name	Description	Grant Funded	Match	Total
Cameras and DVR System	Fees will be used for labor and configuration with a one time service fee. Service fee 2 @ $90 each Labor & configuration 1 @ $454.00	$634.00	$0.00	$634.00
			H. Other Costs Subtotal:	**$634.00**

Appendix D: Award Contacts

Award Number:	6N062
Recipient:	City of West Park
Award Title:	D-6N062 Water Tower Park and City Hall Surveillance
Award Period:	10/01/2024 - 06/30/2025

Recipient Grant Manager (GM)

Name: Carol Aubrun
Title: Programs & Services Manager
Address: 1965 South State Road 7
West Park, FL 33023-6733
Phone: 954-989-2688
Email: caubrun@cityofwestpark.org

Recipient Chief Official (CO)

Name: Felicia Brunson
Title: Mayor
Address: 1965 South State Road 7
West Park, FL 33023-6733
Phone: 954-989-2688
Email: Fbrunson@cityofwestpark.org

Recipient Chief Financial Officer (CFO)

Name: Christopher Wallace
Title: Finance Director
Address: 1965 South State Road 7
West Park, FL
Phone: 954-903-0712
Email: munilytics@mac.com

Appendix E: Special Conditions

Award Number:	6N062
Recipient:	City of West Park
Award Title:	D-6N062 Water Tower Park and City Hall Surveillance
Award Period:	10/01/2024 - 06/30/2025

In addition to the attached standard conditions, the above-referenced grant project is subject to the special conditions set forth below.

S0001	At the time of application review, it was noted the Recipient's SAM.gov registration will expire on February 27, 2025. In order to prevent delays in payment, the Recipient should renew their registration in SAM.gov prior to the expiration date.
S0053	At the time of application, the Recipient's procurement policy does not appear to comply with all federal procurement requirements outlined in the Office of Management and Budget (OMB) Uniform Requirements, 2 CFR 200.318-320 (see Subaward Management Questionnaire (SMQ) section VIII). Documentation of compliance with these requirements must be in accordance with the standards identified in OMB's Uniform Requirements and must be maintained and provided to the Office of Criminal Justice Grants at monitoring.
W0067	WITHHOLDING OF FUNDS: This project requests funding for telecommunications and/or video surveillance equipment. Prior to the drawdown of funds, in accordance with the Office of Management and Budget (OMB) Uniform Requirements, 2 CFR 200.216, the Recipient must provide documentation that the manufacturer and vendor are not on the Excluded Parties List in SAM.gov to the Office of Criminal Justice Grants.
S0088	A risk assessment completed at the time of application review determined this project is LOW-RISK. As a result, backup documentation related to all grant-funded expenditures must be maintained and made available to OCJG upon request. Documentation may include, but is not limited to: procurement records (including quotes, competitive solicitations/bids, etc.), purchase orders, packing slips, delivery/receivable documents, invoices, proof of payment, timesheets, paystubs, activity logs, client activity logs, participant sign in sheets, billing documentation, travel vouchers etc.
W0090	WITHHOLDING OF FUNDS: The Recipient is currently delinquent in satisfying the Single Audit requirements detailed in the Office of Management and Budget (OMB), Uniform Requirements, 2 C.F.R. 200 - Subpart F. Prior to the drawdown of funds, the Recipient must submit the Single Audit for the year ending September 30, 2023 to the Federal Audit Clearinghouse at https://harvester.census.gov/facweb/

Appendix F – FY2023 Award Standard Conditions

The Florida Department of Law Enforcement (FDLE), Office of Criminal Justice Grants (OCJG) serves as the State Administering Agency (SAA) for various federal award programs awarded through the U.S. Department of Justice (DOJ), Office of Justice Programs (OJP). FDLE has been assigned as the certified Fiscal Agent for the Project Safe Neighborhoods awards by the U.S. Attorney. OCJG awards funds to eligible applicants, and requires compliance with the agreement and Standard Conditions upon signed acceptance of the award.

The Department will only reimburse recipients for authorized activities specified in the agreement. Failure to comply with provisions of this agreement, or failure to perform award activities as specified, will result in required corrective action including but not limited to financial consequences, project costs being disallowed, withholding of federal funds and/or termination of the project.

GENERAL REQUIREMENTS

All recipients must comply with the financial and administrative requirements set forth in the following:

Current edition of the U.S. Department of Justice (DOJ) Grants Financial Guide
https://www.ojp.gov/doj-financial-guide-2022

Office of Management and Budget (OMB) Uniform Grant Guidance (2 C.F.R. Part 200)
- Subpart A, Definitions
- Subparts B-D, Administrative Requirements
- Subpart E, Cost Principles
- Subpart F, Audit Requirements and all applicable Appendices

Code of Federal Regulations: https://www.ecfr.gov/
- 2 C.F.R. § 175.15(b), Award Term for Trafficking in Persons
- 28 C.F.R. § 38, Equal Treatment for Faith-Based Organizations
- 28 C.F.R. § 66, U.S. Department of Justice Common Rule for State and Local Governments
- 28 C.F.R. § 83, Government-Wide Requirements for Drug-Free Workplace
- 28 C.F.R. §§ 18, 22, 23, 30, 35, 42, 61, and 63

U.S. Code:
- Title 34, U.S. Code, Crime Control and Law Enforcement
- Title 41, U.S. Code § 4712, Enhancement of Contractor Protection from Reprisal for Disclosure of Certain Information
- Title 34, U.S. Code, § 10101 et seq., “Omnibus Crime Control and Safe Streets Act of 1968”

State of Florida General Records Schedule GS1-SL for State and Local Government Agencies:
https://files.floridados.gov/media/706717/gs1-sl-june-2023.pdf and https://files.floridados.gov/media/706718/gs2-june-2023.pdf

State of Florida Statutes:
- Section 112.061, Fla. Stat., Per diem/travel expenses of public officers, employees, authorized persons
- Chapter 119, Fla. Stat., Public Records
- Section 215.34(2), Fla. Stat., State funds; non-collectible items; procedure
- Section 215.97, Fla. Stat. Florida Single Audit Act
- Section 215.971, Fla. Stat., Agreements funded with federal or state assistance
- Section 215.985, Fla. Stat., Transparency in government spending
- Section 216.181(6), Fla. Stat., Approved budgets for operations and fixed capital outlay

DEFINITIONS

Award agreement means a legal instrument of financial assistance between a Federal awarding agency or pass-through entity and a non-Federal entity that, consistent with 31 U.S.C. 6302, 6304, is used to enter into a relationship the principal purpose of which is to transfer anything of value from the Federal awarding agency or pass-through entity to the non-Federal entity to carry out a public purpose authorized by a law of the United States (see 31 U.S.C. 6101(3)); and not to acquire property or services for the Federal awarding agency or pass-through entity's direct benefit or use; and is distinguished from a cooperative agreement in that it does not provide for substantial involvement between the Federal awarding agency or pass-through entity and the non-Federal entity in carrying out the activity contemplated by the Federal award.

Disallowed costs means those charges to a Federal award that the Federal awarding agency or pass-through entity determines to be unallowable, in accordance with the applicable Federal statutes, regulations, or the terms and conditions of the Federal award.

Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. See also the definitions of *capital assets, computing devices, general purpose equipment, information technology systems, special purpose equipment,* and *supplies* in 2 C.F.R. § 200.1.

Fiscal Agent refers to the agency responsible for the administration of the Project Safe Neighborhoods (PSN) award programs. FDLE has been assigned as the certified Fiscal Agent for PSN awards.

Improper payment means any payment that should not have been made or that was made in an incorrect amount (including overpayments and underpayments) under statutory, contractual, administrative, or other legally applicable requirements. Improper payment also includes any payment to an ineligible party, any payment for an ineligible good or service, any duplicate payment, any payment for a good or service not received (except for such payments where authorized by law), any payment that does not account for credit for applicable discounts, and any payment where insufficient documentation prevents a reviewer from discerning whether a payment was proper.

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the aggregate amount of which does not exceed the micro-purchase threshold. The non-Federal entity uses such procedures in order to expedite the completion of its lowest-dollar small purchase transactions and minimize the associated administrative burden and cost. The micro-purchase threshold is set by the Federal Acquisition Regulation in 48 CFR Subpart 2.1 (Definitions). It is $10,000 except as otherwise discussed in Subpart 2.1 of that regulation, but this threshold is periodically adjusted for inflation.

Modified Total Direct Cost (MTDC) means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first $25,000 of each award (regardless of the period of performance of the awards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each award in excess of $25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

Non-Federal entity is a state, local government, Indian tribe, institution of higher education (IHE), or nonprofit organization that carries out a Federal award as a recipient or subrecipient.

Non-federal pass-through entity is a non-Federal entity that provides an award to a recipient to carry out part of a Federal program; the Florida Department of Law Enforcement (FDLE) is the non-federal pass-through entity for this agreement, also referred to as the State Administering Agency (SAA).

Performance goal means a target level of performance expressed as a tangible, measurable objective, against which actual achievement can be compared, including a goal expressed as a quantitative standard, value, or rate. In some instances (e.g., discretionary research awards), this may be limited to the requirement to submit technical performance reports (to be evaluated in accordance with agency policy).

Period of performance means the time during which the non-Federal entity may incur new obligations to carry out the work authorized under the Federal award. The Federal awarding agency or pass-through entity must include start and end dates of the period of performance in the Federal award (see §§ 200.211 Information contained in a Federal award paragraph (b)(5) and 200.332 Requirements for pass-through entities, paragraph (a)(1)(iv)).

Protected Personally Identifiable Information (PII) means an individual's first name or first initial and last name in combination with any one or more of types of information, including, but not limited to social security numbers; passport numbers; credit card numbers; clearances; bank numbers; biometrics; date and place of birth; mother's maiden name; criminal, medical, and financial records; and educational transcripts. This does not include PII that is required by law to be disclosed. (See also § 200.79 Personally Identifiable Information (PII)).

Questioned cost means a cost that is questioned by the auditor because of an audit finding 1) that resulted from a violation or possible violation of a statute, regulation, or the terms and conditions of a Federal award, including for funds used to match Federal funds; 2) where the costs, at the time of the audit, are not supported by adequate documentation; or 3) where the costs incurred appear unreasonable and do not reflect the actions a prudent person would take in the circumstances.

Simplified acquisition threshold means the dollar amount below which a non-Federal entity may purchase property or services using small purchase methods. Non-Federal entities adopt small purchase procedures in order to expedite the purchase of items costing less than the simplified acquisition threshold. The simplified acquisition threshold is set by the Federal Acquisition Regulation at 48 C.F.R. Subpart 2.1 (Definitions) and in accordance with 41 U.S.C. § 1908. As of the publication of this part, the simplified acquisition threshold is $250,000, but this threshold is periodically adjusted for inflation. (Also see definition of Micro-purchase, 2 C.F.R. § 200.67).

Subaward is an award provided by a pass-through entity to a recipient for the recipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual who is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

Recipient means a non-Federal entity that receives an award from a pass-through entity to carry out part of a Federal program; but does not include an individual that is a beneficiary of such program.

Supplies means all tangible personal property other than those described in § 200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or $5,000, regardless of the length of its useful life. See also §§ 200.20 Computing devices and 200.33 Equipment.

For PSN: Task Forces are established by each USAO to collaborate with a PSN team of federal, state, local, and tribal (where applicable) law enforcement and other community members to implement a strategic plan for investigating, prosecuting, and preventing violent crime.

SECTION I: TERMS AND CONDITIONS

1.0 **Payment Contingent on Appropriation and Available Funds** - The State of Florida's obligation to pay under this agreement is contingent upon an annual appropriation by the Florida Legislature. Furthermore, the obligation of the State of Florida to reimburse recipients for incurred costs is subject to available federal funds.

2.0 **Commencement of Project** - If a project is not operational within 60 days of the original start date of the award period or the date of award activation (whichever is later), the recipient must report by letter to the Department the steps taken to initiate the project, the reasons for delay, and the expected start date.

If a project is not operational within 90 days of the original start date of the award period or the date of award activation (whichever is later), the recipient must submit a second statement to the Department explaining the implementation delay.

Upon receipt of the ninety (90) day letter, the Department shall determine if the reason for delay is justified or shall, at its discretion, unilaterally terminate this agreement and re-obligate award funds to other Department approved projects. The Department, where warranted by extenuating circumstances, may extend the starting date of the project past the ninety (90) day period, but only by formal written adjustment to this agreement.

3.0 **Supplanting** - The recipient agrees that funds received under this award will not be used to supplant state or local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for award activities.

4.0 **Non-Procurement, Debarment and Suspension** - The recipient agrees to comply with Executive Order 12549, Debarment and Suspension and 2 C.F.R. § 180, "OMB Guidelines To Agencies On Governmentwide Debarment And Suspension (Non-procurement)". These procedures require the recipient to certify it shall not enter into any lower tiered covered transaction with a person who is debarred, suspended, declared ineligible or is voluntarily excluded from participating in this covered transaction, unless authorized by the Department. If the award is $100,000 or more, the sub recipient and implementing agency certify that they and their principals:

1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;

2) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (a)(ii) of the "Lobbying, Debarment and Drug Free Workplace" certification; and

4) Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

5.0 **Federal Restrictions on Lobbying** - In general, as a matter of federal law, federal funds may not be used by any recipient or subrecipient at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. § 1913.

Another federal law generally prohibits federal funds from being used by any recipient or subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal award or cooperative agreement, subaward, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. § 1352.

6.0 **State Restrictions on Lobbying -** In addition to the provisions contained above, the expenditure of funds for the purpose of lobbying the legislature or a state agency is prohibited under this agreement.

7.0 **Additional Restrictions on Lobbying -** The recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of the Office of Justice Programs.

8.0 **"Pay–to–Stay" -** Funds from this award may not be used to operate a "pay-to-stay" program in any local jail. Furthermore, no funds may be given to local jails that operate "pay-to-stay" programs. "Local jail", as referenced in this condition, means an adult facility or detention center owned and/or operated by city, county, or municipality. It does not include juvenile detention centers. "Pay-to-stay" programs as referenced in this condition, means a program by which extraordinary services, amenities and/or accommodations, not otherwise available to the general inmate population, may be provided, based upon an offender's apparent ability to pay, such that disparate conditions of confinement are created for the same or similar offenders within a jurisdiction.

9.0 **The Coastal Barrier Resources Act -** The recipient will comply and assure the compliance of all contractors with the provisions of the Coastal Barrier Resources Act (P.L. No. 97-348) dated October 18, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new federal funds within the units of the Coastal Barrier Resources System.

10.0 Background Check - Whenever a background screening for employment or a background security check is required by law for employment, unless otherwise provided by law, the provisions of Section 435, Florida Statutes shall apply. All employees in positions designated by law as positions of trust or responsibility shall be required to undergo security background investigations as a condition of employment and continued employment. For the purposes of the subsection, security background investigations shall include, but not be limited to, employment history checks, fingerprinting for all purposes and checks in this subsection, statewide criminal and juvenile records checks through the Florida Department of Law Enforcement, and federal criminal records checks through the Federal Bureau of Investigation, and may include local criminal records checks through local law enforcement agencies. Such background investigations shall be conducted at the expense of the employing agency or employee.

11.0 Confidentiality of Data - The recipient (or subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. § 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate in accordance with the requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23. Privacy Certification forms must be signed by the recipient chief official or an individual with formal, written signature authority for the chief official.

12.0 Conferences and Inspection of Work - Conferences may be held at the request of any party to this agreement. At any time, a representative of the Department, of the U.S. Department of Justice, or the Auditor General of the State of Florida, have the right of visiting the project site to monitor, inspect and assess work performed under this agreement.

13.0 Insurance for Real Property and Equipment - The recipient must, at a minimum, provide the equivalent insurance coverage for real property and equipment acquired or improved with Federal funds as provided to property owned by the non-Federal entity.

14.0 Flood Disaster Protection Act - The subrecipient will comply with Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, requiring that the purchase of flood insurance in communities where such insurance is available as a condition of the receipt of any federal financial assistance for construction or acquisition purposes for use in any area that has been identified as an area having special flood hazards.

15.0 General Appropriations Restrictions - The recipient must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes as set forth in the Consolidated Appropriations Act, 2018.

16.0 Immigration and Nationality Act - No public funds will intentionally be awarded to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324(a), Section 274(A) of the Immigration and Nationality Act ("INA"). The Department shall consider the employment by any contractor of unauthorized aliens a violation of Section 274(A) of the INA. Such violation by the recipient of the employment provisions contained in Section 274(A) of the INA shall be grounds for unilateral cancellation of this contract by the Department.

17.0 For NCHIP & NARIP: Enhancement of Security - If funds are used for enhancing security, the recipient must:

1) Have an adequate process to assess the impact of any enhancement of a school security measure that is undertaken on the incidence of crime in the geographic area where the enhancement is undertaken.

2) Conduct such an assessment with respect to each such enhancement; and submit to the Department the aforementioned assessment in its Final Program Report.

18.0 Personally Identifiable Information Breaches - The recipient (or subrecipient at any tier) must have written procedures in place to respond in the event of actual or imminent "breach" (OMB M-17-12) if it: 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" within the scope of an OJP award-funded program or activity, or 2) uses or operates a "federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to FDLE's Office of Criminal Justice Grants for subsequent reporting to the OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

19.0 Compliance with restrictions on the use of federal funds--prohibited and controlled equipment under OJP awards - Consistent with Executive Order 14074, "Advancing Effective, Accountable Policing and Criminal Justice Practices To Enhance Public Trust and Public Safety," OJP has prohibited the use of federal funds under this award for purchases or transfers of specified equipment by law enforcement agencies. In addition, OJP requires the recipient, and any subrecipient ("subgrantee") at any tier, to put in place specified controls prior to using federal funds under this award to acquire or transfer any property identified on the "controlled equipment" list. The details of the requirement are posted on the OJP web site at https://www.ojp.gov/funding/explore/prohibited-and-controlled-equipment, and are incorporated by reference here.

20.0 Exceptions regarding Prohibited and Controlled Equipment under OJP awards - Notwithstanding any provision to the contrary in the other terms and conditions of this award, including in the condition regarding "Compliance with restrictions on the use of federal funds-- prohibited and controlled equipment under OJP awards," the requirements for the "Transfer/Sale of Award-Funded Controlled Equipment to Other LEAs" and the requirements for the "Transfer/Sale of Award-Funded Controlled Equipment to NON-LEAs" do not apply to this award.

SECTION II: CIVIL RIGHTS REQUIREMENTS

1.0 Participant Notification of Non-discrimination - FDLE does not discriminate on the basis of race, color, religion, national origin, sex, disability or age in the delivery of services, benefits or in employment.

2.0 Title VI of the Civil Rights Act of 1964 - The recipient or subrecipient at any tier, must comply with all applicable requirements of 28 CFR § 42, specifically including any applicable requirements in Subpart E that relate to an equal employment opportunity program.

Equal Employment Opportunity Certification (EEOC) - The recipient must submit an EEO Certification annually within 120 days of award.

Equal Employment Opportunity Program (EEOP) - The recipient and/or implementing agency must comply with all applicable requirements in 28 C.F.R. § 42, Subpart E.

Recipients are advised to use the Office for Civil Rights EEO Reporting Tool to satisfy this condition (https://ojp.gov/about/ocr/eeop.htm).

3.0 Title IX of the Education Amendments of 1972 - If the recipient operates an education program or activity, the recipient must comply with all applicable requirements of 28 C.F.R. § 54, "Nondiscrimination on the basis of sex in education programs or activities receiving federal financial assistance."

4.0 Partnerships with Faith-Based and other Neighborhood Organizations - The recipient or subrecipient at any tier, must comply with all applicable requirements of 28 C.F.R. § 38, "Partnerships with Faith-Based and other Neighborhood Organizations", specifically including the provision for written notice to current or prospective program beneficiaries.

5.0 Americans with Disabilities Act - Recipients must comply with the requirements of the Americans with Disabilities Act (ADA), Public Law 101-336, which prohibits discrimination on the basis of disability including provision to provide reasonable accommodations.

6.0 Section 504 of the Rehabilitation Act of 1973 (28 C.F.R. § 42, Subpart G) - Recipients must comply with all provisions prohibiting discrimination on the basis of disability in both employment and the delivery of services**.**

7.0 Age Discrimination Act of 1975 - Recipients must comply with all requirements in Subpart I of 28 C.F.R. § 42 which prohibits discrimination based on age in federally assisted programs.

8.0 Limited English Proficiency (LEP) - In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with LEP. FDLE strongly advises recipients to have a written LEP Language Access Plan. For more information visit www.lep.gov.

9.0 Finding of Discrimination - In the event a federal or state court or federal or state administrative agency makes, after a due process hearing, a finding of discrimination on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to FDLE and to the Office for Civil Rights, Office of Justice Programs.

10.0 Filing a Complaint - If the recipient or any of its employees, contractors, vendors, or program beneficiaries has a discrimination complaint, they may file a complaint with the recipient, with FDLE, or with the Office for Civil Rights.

Discrimination complaints may be submitted to FDLE at Office of the Inspector General, Post Office Box 1489, Tallahassee, Florida 32302-1489, or online at info@fdle.state.fl.us. Any discrimination complaints filed with FDLE will be reviewed by FDLE's Inspector General and referred to the Office for Civil Rights, the Florida Commission on Human Relations, or the Equal Employment Opportunity Commission, based on the nature of the complaint.

Discrimination complaints may also be submitted to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, Northwest, Washington, D.C. 20531, or by phone at (202) 307-0690.

For additional information on procedures for filing discrimination complaints, please visit https://www.fdle.state.fl.us/FDLE-Grants/Office-of-Criminal-Justice-Grants/Contact-Us.

11.0 Retaliation - In accordance with federal civil rights laws, the recipient shall not retaliate against individuals for taking action or participating in action to secure rights protected by these laws.

12.0 Non-discrimination Contract Requirements - Recipients must include comprehensive Civil Rights nondiscrimination provisions in all contracts funded by the recipient.

13.0 Pass-through Requirements - Recipients are responsible for the compliance of contractors and other entities to whom they pass-through funds including compliance with all Civil Rights requirements. These additional tier subrecipients must be made aware that they may file a discrimination complaint with the recipient, with FDLE, or with the USDOJ Office for Civil Rights and provided the contact information.

14.0 Civil Rights Training Requirements - In accordance with Office of Justice Programs (OJP) requirements, the grant manager of the recipient entity responsible for managing awards from FDLE Office of Criminal Justice Grants, will be required to complete a two part Civil Rights Training and maintain copies of the training certificates within their award files to be provided upon request at monitoring.

SECTION III: FINANCIAL REQUIREMENTS AND RESPONSIBILTY

1.0 Fiscal Control and Fund Accounting Procedures - All expenditures and cost accounting of funds shall conform to the DOJ Grants Financial Guide, the 28 C.F.R. § 66, and 2 C.F.R. § 200 as applicable, in their entirety.

Recipients are required to establish and maintain adequate accounting systems and financial records and to accurately account for funds awarded to them. Financial management systems must be able to record and report on the receipt, obligation, and expenditure of award funds. Systems must also be able to accommodate a fund and account structure to separately track receipts, expenditures, assets, and liabilities for awards, programs, and additional tiered subrecipients. The awarded funds may or may not be an interest-bearing account, but any earned interest must be accounted for as program income and used for program purposes before the federal award period end date. Any unexpended interest remaining at the end of the federal award period must be refunded to the Office of Criminal Justice Grants for transmittal to DOJ.

2.0 Match - The value or amount of any "non-federal share," "match," or cost-sharing contribution incorporated into the approved budget is part of the "project cost" for purposes of the 2 C.F.R. § 200 Uniform Requirements, and is subject to audit. In general, the rules and restrictions that apply to award funds from federal sources also apply to funds in the approved budget that are provided as "match" or through "cost sharing."

SECTION IV: AWARD MANAGEMENT AND REPORTING REQUIREMENTS

1.0 **Obligation of Funds** - Award funds shall not be obligated prior to the start date, or subsequent to the end date, of the award. Only project costs incurred on or after the effective date, and on or prior to the termination date of the recipient's project are eligible for reimbursement.

2.0 **Use of Funds** - Federal funds may only be used for the purposes in the recipient's approved award agreement.

3.0 **Advance Funding** - Advance funding may be provided to a recipient upon a written request to the Department.

4.0 **Performance Reporting** - The recipient shall submit Monthly or Quarterly Project performance achievements and performance questionnaires to the Department, within fifteen (15) days after the end of the reporting period. Performance reporting must clearly articulate the activities that occurred within the reporting period, including descriptions of major accomplishments, milestones achieved, and/or barriers or delays encountered. Additional information may be required if necessary to comply with federal reporting requirements. Performance achievements and performance questionnaires that are not complete, accurate, and timely may result in sanctions, as specified in Section IV, Award Management and Reporting Requirements.

5.0 **Financial Consequences for Failure to Perform** - In accordance with Section 215.971, Florida Statutes, payments for state and federal financial assistance must be directly related to the scope of work and meet the minimum level of performance for successful completion. If the recipient fails to meet the minimum level of service or performance identified in this agreement, the Department will apply financial consequences commensurate with the deficiency. Financial consequences may include but are not limited to withholding payments or reimbursement until the deficiency is resolved, tendering only partial payment/reimbursement, imposition of other financial consequences according to the Standard Conditions as applicable, and/or termination of contract and requisition of goods or services from an alternate source. Any payment made in reliance on recipient's evidence of performance, which evidence is subsequently determined to be erroneous, will be immediately due to the Department as a refund.

6.0 **Award Amendments** - Recipients must submit an award amendment through the electronic grant management system for major substantive changes such as changes in project activities or scope of the project, target populations, service providers, implementation schedules, and designs or research plans set forth in the approved agreement and for any budget changes that affect a cost category that was not included in the original budget. Amendments are also required when there will be a transfer of 10% or more of the total budget between budget categories, or there is an indirect cost rate category change.

Recipients may transfer up to 10% of the total budget between current, approved budget categories without prior approval as long as the funds are transferred to an existing line item.

Under no circumstances can transfers of funds increase the total budgeted award.

Retroactive (after-the-fact) approval of project adjustments or items not currently in the approved award will only be considered under extenuating circumstances. Recipients who incur costs prior to approval of requested adjustments do so at the risk of the items being ineligible for reimbursement under the award.

All requests for changes, including requests for project period extensions, must be submitted in the electronic grant management system no later than thirty (30) days prior to award expiration date.

7.0 **Financial Expenditures and Reporting** - The recipient shall close the expense reporting period either on a Monthly or Quarterly basis. For any reporting period the recipient is seeking reimbursement, a payment request must also be submitted in the grant management system. Closing of the reporting period and Payment Requests are due thirty (30) days after the end of the reporting period with the exception of the final reporting period.

All project expenditures for reimbursement of recipient costs shall be submitted on the Project Expenditure Report Forms prescribed and provided by the Office of Criminal Justice Grants (OCJG) through the electronic grant management system.

All Project Expenditure Reports shall be submitted in sufficient detail for proper pre-audit and post-audit.

All reports must relate financial data to performance accomplishments.

An expenditure report is not required when no reimbursement is being requested; however, recipients should close the associated reporting period in the electronic grant management system.

Before the "final" Payment Request will be processed, the recipient must submit to the Department all outstanding Performance Achievements and must have satisfied all withholding, special, and monitoring conditions. Failure to comply with the above provisions shall result in forfeiture of reimbursement.

8.0 **Project Income (PGI)** - All income generated as a direct result of a project shall be deemed program income. Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (i.e., law enforcement entity).

The recipient shall submit a PGI Earnings and Expenditures form in the electronic grant management system as soon as PGI is earned or expended. Prior to expending funds, the recipient shall submit a PGI Spending Request form for OCJG approval. All PGI expenditures must directly relate to the project being funded and must be allowable under the federal award.

Additionally, any unexpended PGI remaining at the end of the federal award period must be submitted to OCJG for transmittal to the Bureau of Justice Assistance.

9.0 **Recipient Integrity and Performance Matters** - Requirement to report information on certain civil, criminal, and administrative proceedings to OCJG, SAM and FAPIIS.

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management ("SAM"), to the designated federal integrity and performance system ("FAPIIS").

10.0 **Verification and updating of Recipient Grant Manager contact information** - The recipient must verify its Recipient Grant Manager (GM) contact information in AmpliFund, including telephone number and e-mail address, is current and correct. If any information is incorrect or has changed, an authorized user of the recipient must make changes to the GM information in AmpliFund and provide the GM’s contact information to the OCJG grant manager within thirty days of the change.

SECTION V: MONITORING AND AUDITS

1.0 **Access to Records** - The Florida Department of Law Enforcement, the Auditor General of the State of Florida, the U.S. Department of Justice, the U.S. Comptroller General or any of their duly authorized representatives, shall have access to books, documents, papers and records of the recipient and contractors for the purpose of audit and examination according to the Financial Guide and the 28 C.F.R. § 66. At any time, a representative of the Department, the U.S. Department of Justice, or the Auditor General of the State of Florida, have the right to visit the project site to monitor, inspect and assess work performed under this agreement.

The Department reserves the right to unilaterally terminate this agreement if the recipient or contractor refuses to allow public access to all documents, papers, letters, or other materials subject to provisions of Chapter 119, Florida Statutes, unless specifically exempted and/or made confidential by operation of Chapter 119, Florida Statutes, and made or received by the recipient or its contractor in conjunction with this agreement.

The recipient will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.

2.0 **Assessments and Evaluations** - The recipient agrees to participate in a data collection process measuring program outputs and outcomes as outlined by the Office of Justice Programs. The recipient agrees to cooperate with any assessments, national evaluation efforts, and/or information or data collection requests related to activities under this award.

3.0 **Monitoring** - The recipient agrees to comply with FDLE's award monitoring guidelines, protocols, and procedures; and to cooperate with FDLE on all award monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide FDLE all documentation necessary to complete monitoring of the award. Further, the recipient agrees to abide by reasonable deadlines set by FDLE for providing requested documents. Failure to cooperate with award monitoring activities may result in sanctions affecting the recipient's award, including, but not limited to: withholding and/or other restrictions on the recipient's access to funds, referral to the Office of the Inspector General for audit review, designation of the recipient as a FDLE High Risk grantee, or termination of award(s).

4.0 **Property Management** - The recipient shall establish and administer a system to protect, preserve, use, maintain and dispose of any property furnished to it by the Department or purchased pursuant to this agreement according to federal property management standards set forth in the DOJ Grants Financial Guide, 28 C.F.R. § 66, 2 C.F.R. § 200.313. This obligation continues as long as the recipient retains the property, notwithstanding expiration of this agreement.

5.0 **Award Closeout** - Award Closeout will be initiated by the Department after the final payment request has been processed. The final payment request must be submitted within sixty (60) days of the end date of the award. All performance achievements and performance questionnaires must be completed before the award can be closed.

6.0 **High Risk Recipients** - If a recipient is designated "high risk" by a federal award-making agency, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to FDLE's OCJG. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

7.0 **Imposition of Additional Requirements** - The recipient agrees to comply with any additional requirements that may be imposed by OCJG during the period of performance for this award if the recipient is designated as "high-risk" for purposes of the DOJ high-risk list.

8.0 **Retention of Records** - The recipient shall maintain all records and documents for a minimum of five (5) years from the date of the final financial statement and be available for audit and public disclosure upon request of duly authorized persons. The recipient shall comply with State of Florida General Records Schedule GS1-SL for State and Local Government Agencies: https://files.floridados.gov/media/706717/gs1-sl-june-2023.pdf.

9.0 **Disputes and Appeals** - The Department shall make its decision in writing when responding to any disputes, disagreements, or questions of fact arising under this agreement and shall distribute its response to all concerned parties. The recipient shall proceed diligently with the performance of this agreement according to the Department's decision. If the recipient appeals the Department's decision, the appeal also shall be made in writing within twenty-

one (21) calendar days to the Department's clerk (agency clerk). The recipient's right to appeal the Department's decision is contained in Chapter 120, Florida Statutes, and in procedures set forth in Rule 28-106.104, Florida Administrative Code. Failure to appeal within this time frame constitutes a waiver of proceedings under Chapter 120, Florida Statutes.

10.0 **Failure to Address Audit Issues** - The recipient understands and agrees that FDLE's OCJG may withhold award funds, or may impose award conditions or other related requirements, if (as determined by OCJG) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the 2 C.F.R. § 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews.

11.0 **Single Annual Audit** - Recipients that expend $750,000 or more in a year in total federal award funding shall have a single audit or program-specific audit conducted for that year. The audit shall be performed in accordance with the OMB 2 C.F.R. § 200 Subpart F – Audit Requirements and other applicable federal law. The contract for this agreement shall be identified in the Schedule of Federal Financial Assistance in the subject audit. The contract shall be identified as federal funds passed through the Florida Department of Law Enforcement and include the contract number, CFDA number, award amount, contract period, funds received and disbursed. When applicable, the recipient shall submit an annual financial audit that meets the requirements of 2 C.F.R. § 200 Subpart F, "Audit Requirements" Section 215.97, Florida Statutes, "Florida Single Audit Act" and Rules of the Auditor General, Chapter 10.550, and Chapter 10.650, "Local Governmental Entity Audits" and "Florida Single Audit Act Audits Nonprofit and For-Profit Organizations."

A complete audit report that covers any portion of the effective dates of this agreement must be performed and submitted to the Federal Audit Clearinghouse within the earlier of thirty (30) calendar days after receipt of the auditor's report(s), or nine (9) months after the end of the audit period. Submissions must include required elements described in Appendix X to 2 C.F.R. § 200 on the specified Data Collection Form (Form SF-SAC).

Records shall be made available upon request for a period of five (5) years from the date the audit report is issued, unless extended in writing by the Department.

Recipients that expend less than $750,000 in federal awards during a fiscal year are exempt from the Single Audit Act audit requirements for that fiscal year. In this case, written notification, in the form of the "Certification of Audit Exemption" form, shall be provided to the Department by the Chief Financial Officer, or designee, that the recipient is exempt. This notice shall be provided to the Department no later than March 1 following the end of the fiscal year.

SECTION VI: AWARD PROCUREMENT AND COST PRINCIPLES

1.0 **Procurement Procedures** - Recipients must have written procedures for procurement transactions. Procedures must conform to applicable Federal law and the standards in 2 C.F.R. §§ 200.318-326.

This condition applies to agreements that OCJG considers to be a procurement "contract", and not a second-tier award.

The details of the advance approval requirement to use a noncompetitive approach in a procurement contract under this award are posed on the OJP website at https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm.

Additional information on Federal purchasing guidelines can be found in the Guide to Procurements Under DOJ Grants and Cooperative agreements at https://www.ojp.gov/doj-guide-to-procurement-procedures.

2.0 **Cost Analysis** - A cost analysis must be performed by the recipient if the cost or price is at or above the $35,000 acquisition threshold and the contract was awarded non-competitively in accordance with Section 216.3475, Florida Statutes. The recipient must maintain records to support the cost analysis, which includes a detailed budget, documented review of individual cost elements for allowability, reasonableness, and necessity. See also: Reference Guide for State Expenditures.

3.0 **Allowable Costs** - Allowance for costs incurred under the award shall be determined according to the general principles and standards for selected cost items set forth in the DOJ Grants Financial Guide, 28 C.F.R. § 66, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments", and 2 C.F.R. Subpart E, "Cost Principles".

4.0 **Unallowable Costs** - Payments made for costs determined to be unallowable by either the Federal awarding agency, or the Department, either as direct or indirect costs, must be refunded (including interest) to FDLE and the Federal Government in accordance with instructions that determined the costs are unallowable unless state or Federal statute

or regulation directs otherwise. See also 2 C.F.R. §§ 200.300-309.

5.0 **Unmanned Aircraft Systems (UAS)** - The recipient agrees that no funds under this award (including via subcontract or subaward, at any tier) may be used for unmanned aircraft systems (UAS), which includes unmanned aircraft vehicles (UAV), or for any accompanying accessories to support UAS.

6.0 **Facial Recognition Technology (FRT)** - In accepting this award, the recipient agrees that grant funds cannot be used for Facial Recognition Technology (FRT) unless the recipient has policies and procedures in place to ensure that the FRT will be utilized in an appropriate and responsible manner that promotes public safety, and protects privacy, civil rights, and civil liberties and complies with all applicable provisions of the U.S. Constitution, including the Fourth Amendment's protection against unreasonable searches and seizures and the First Amendment's freedom of association and speech, as well as other laws and regulations. Recipients utilizing funds for FRT must make such policies and procedures available to DOJ upon request.

7.0 **Body Armor** - Certification of body armor "mandatory wear" policies, and compliance with NIJ standards If recipient uses funds under this award to purchase body armor, the recipient must submit a signed certification that each law enforcement agency receiving body armor purchased with funds from this award has a written "mandatory wear" policy in effect. The recipient must keep signed certifications on file for any subrecipients planning to utilize funds from this award for ballistic-resistant and stab-resistant body armor purchases. This policy must be in place for at least all uniformed officers before any funds from this award may be used by an agency for body armor. There are no requirements regarding the nature of the policy other than it be a mandatory wear policy for all uniformed officers while on duty. **For PSN,** if recipient uses funds under this award to purchase body armor, the recipient is strongly encouraged to have a "mandatory wear" policy in effect. There are no requirements regarding the nature of the policy other than it be a mandatory wear policy for all uniformed officers while on duty.

Ballistic-resistant and stab-resistant body armor purchased with award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards, and is listed on the NIJ Compliant Body Armor Model List. In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information and the NIJ Compliant Body Armor List may be found by following the links located on the NIJ Body Armor page: *https://nij.ojp.gov/topics/equipment-and-technology/body-armor*.

8.0 **Indirect Cost Rate** - A recipient that is eligible to use the "de minimis" indirect cost rate described in 2 C.F.R. § 200.414(f), and elects to do so, must advise OCJG in writing of both its eligibility and its election, and must comply with all associated requirements in the 2 C.F.R. § 200 and Appendix VII.

9.0 **Sole Source** - If the project requires a non-competitive purchase from a sole source, the recipient must complete the Sole Source Justification for Services and Equipment Form and submit to OCJG upon application for pre-approval. If the recipient is a state agency and the cost meets or exceeds $250,000, the recipient must also receive approval from the Florida Department of Management Services (DMS) *(See §* 287.057(5), Fla. Stat.). Additional details on the sole source requirement can be found at 2 C.F.R. § 200 and the DOJ Grants Financial Guide.

10.0 **Personnel Services** - Recipients may use award funds for eligible personnel services including salaries, wages, and fringe benefits, including overtime in accordance with the DOJ Grants Financial Guide Section 3.9 - Compensation for Personal Services, consistent with the principles set out in 2 C.F.R. § 200, Subpart E and those permitted in the federal program's authorizing legislation. Recipient employees should be compensated with overtime payments for work performed in excess of the established work week and in accordance with the recipient's written compensation and pay plan.

Documentation - Charges for salaries, wages, and fringe benefits must be supported by a system of internal controls providing reasonable assurance that charges are accurate, allowable, and properly allocated. Documentation supporting charges must be incorporated into the official records of the organization.

Charges made to the Personnel Budget Category must reasonably reflect the total time and activity for which the employee is compensated by the organization and cover both federally funded and all other activities. The records may include the use of subsidiary records as defined in the organization's written policies. Where award recipients work on multiple award programs or cost activities, documentation must support a reasonable allocation or distribution of costs among specific activities or cost objectives.

Federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. An award recipient may compensate an employee at a higher rate, provided the amount in excess of the compensation limitation is not paid with federal funds.

11.0 **Contractual Services** - The recipient must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts as described in 2 C.F.R. § 200.318, General procurement.

Requirements for Contractors of Recipients - The recipient assures the compliance of all contractors with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended 34 U.S.C. § 10101 et seq.; the provisions of the current edition of the DOJ Grants Financial Guide (https://www.ojp.gov/doj-financial-guide-2022); and all other applicable federal and state laws, orders, circulars, or regulations. The recipient must pass-through all requirements and conditions applicable to the federal award to any subcontract. The term "contractor" is used rather than the term "vendor" and means an entity that receives a contract as defined in 2 C.F.R. § 200.22, the nature of the contractual relationship determines the type of agreement.

Approval of Consultant Contracts - Compensation for individual consultant services must be reasonable and consistent with that paid for similar services in the marketplace. The Federal awarding agency and pass-through entity must review and approve in writing all consultant contracts prior to employment of a consultant when the individual compensation rate exceeds $650 (excluding travel and subsistence costs) per eight-hour day, or $81.25 per hour. A detailed justification must be submitted to and approved by FDLE, who will coordinate written approval of the Federal awarding agency, prior to recipient obligation or expenditures of such funds. Approval shall be based upon the contract's compliance with requirements found in the Financial Guide Section 3.6 Consultant Rates, 28 C.F.R. § 66, and applicable state statutes. The Department's approval of the recipient agreement does not constitute approval of individual consultant contracts or rates. If consultants are hired through a competitive bidding process (not sole source), the $650 threshold does not apply.

12.0 **FFATA Reporting Requirements** - Recipients that enter into awards of $30,000 or more should review the Federal Funding Accountability and Transparency Act of 2006 (FFATA), website for additional reporting requirements at https://ojp.gov/funding/Explore/FFATA.htm.

13.0 **Travel and Training** - The cost of all travel shall be reimbursed according to the recipient's written travel policy. If the recipient does not have a written travel policy, cost of all travel will be reimbursed according to State of Florida Travel Guidelines Section 112.061, Florida Statutes. Any foreign travel must obtain prior written approval from the Federal awarding agency and pass-through entity.

14.0 Expenses Related to Conferences, Meetings, Trainings, and Other Events - Award funds requested for meetings, retreats, seminars, symposia, events, and group training activities and related expenses must receive written pre-approval from the Federal awarding agency and pass-through entity and comply with all provisions in 2 C.F.R. § 200.432 and DOJ Grants Financial Guide Section 3.10; Conference Approval, Planning, and Reporting. Award applications requesting approval for meeting, training, conference, or other event costs must include a completed Conference & Events Submission Form for approval prior to obligating award funds for these purposes.

15.0 Training and Training Materials - Any training or training materials that has been developed or delivered with award funding under this award must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at www.ojp.gov/funding/ojptrainingguidingprinciples.htm.

16.0 Publications, Media, Websites, and Patents Ownership of Data and Creative Material - Ownership of material, discoveries, inventions, and results developed, produced, or discovered subordinate to this agreement is governed by the terms of the DOJ Grants Financial Guide, 28 C.F.R. §§ 66, and 2 C.F.R. 200.315.

Written, Visual, or Audio Publications - Publication costs for electronic and print media, including distribution, promotion, and general handling are allowable. If these costs are not identifiable with a particular direct cost objective, it should be allocated as indirect costs. Publication includes writing, editing, and preparing the illustrated material (including videos and electronic mediums).

Recipients must request pre-approval in writing for page charges for professional journal publications. All publication materials must comply with provisions in 2 C.F.R. § 200.461 and DOJ Grants Financial Guide, Section 3.9; Allowable Costs – Publication.

Recipients must submit for review and approval one (1) copy of any written materials to be published, including web-based materials and website content, to be paid under this award at least thirty (30) days prior to the targeted dissemination date.

Any written, visual, or audio publications funded in whole or in part under this award, with the exception of press releases, must contain the following statements identifying the federal award:

*"This project was supported by **[Federal Award Number]** awarded by the **[Bureau of Justice Assistance/Bureau of Justice Statistics]**. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."*

Websites - Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service:

"This Web site is funded in whole or in part through a grant from the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)."

The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

Patents - Recipients are subject to applicable regulations governing patents and inventions, including government wide regulations issued by the Department of Commerce (37 C.F.R. § 401 and 2 C.F.R. § 200.315(c)).

Recipients must promptly and fully report to FDLE and the Federal awarding agency if any program produces patentable items, patent rights, processes, or inventions, in the course of work sponsored under this award.

17.0 For NCHIP & NICS: Purchase of Automated Fingerprint Identification System (AFIS) - AFIS equipment purchased under this award must conform to the American National Standards Institute (ANSI) Standard, "Data Format for the Interchange of Fingerprint, Facial & Other Biometric Information" (ANSI/NIST-ITL 1-2007 PART 1) and any other applicable standards set forth by the Federal Bureau of Investigation (FBI).

18.0 Information Technology Projects

Criminal Intelligence Systems - The recipient agrees that any information technology system funded or supported by the Office of Justice Programs funds will comply with 28 C.F.R. § 23, Criminal Intelligence Systems Operating Policies, if the Office of Justice Programs determines this regulation to be applicable. Should the Office of Justice Programs determine 28 C.F.R. § 23 to be applicable, the Office of Justice Programs may, at its discretion, perform audits of the system, as per 28 C.F.R. § 23.20(g). Should any violation of 28 C.F.R. § 23 occur, the recipient may be fined as per 34 U.S.C. § 10231. The recipient may not satisfy such a fine with federal funds.

The recipient understands and agrees that no awarded funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography. In doing so the recipient agrees that these restrictions will not limit the use of awarded funds necessary for any federal, state, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecutions, or adjudication activities.

State IT Point of Contact - The recipient must ensure that the State IT Point of Contact receives written notification regarding any information technology project funded by this award during the obligation and expenditures period. This is to facilitate communication among local and state governmental entities regarding various information technology projects being conducted with these award funds. In addition, the recipient must maintain an administrative file documenting the meeting of this requirement. For a list of State IT Points of Contact, go to https://it.ojp.gov/technology-contacts.

The State IT Point of Contact will ensure the recipient's project follows a statewide comprehensive strategy for information sharing systems that improve the functioning of the criminal justice system, with an emphasis on integration of all criminal justice components, law enforcement, courts, prosecution, corrections, and probation and parole.

Interstate Connectivity - To avoid duplicating existing networks or IT systems in any initiatives funded by the Bureau of Justice Assistance for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the recipient can demonstrate to the satisfaction of the Bureau of Justice Assistance that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

19.0 Interoperable Communications Guidance - Recipients using funds to support emergency communications activities must comply with the current SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications. Emergency communications activities include the purchase of Interoperable Communications Equipment and technologies such as voice-over-internet protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) Waiver Order. SAFECOM guidance can be found at https://www.cisa.gov/sites/default/files/2023-04/fy23_safecom_guidance.pdf.

Recipients interested in developing a public safety broadband network in the 700 MHz band in their jurisdictions must adhere to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band. The recipient shall also ensure projects support the Statewide Communication Interoperability Plan (SCIP) and are fully coordinated with the full-time Statewide Interoperability Coordinator (SWIC). If any future regulatory requirement (from the FCC or other governmental entity) results in a material technical or financial change in the project, the recipient should submit associated documentation, and other material, as applicable, for review by the SWIC to ensure coordination. Recipients must provide a listing of all communications equipment purchased with award funding (plus the quantity purchased of each item) to FDLE once items are procured during any periodic programmatic progress reports.

20.0 Global Standards Package - In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the recipient to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular award. Recipient shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at https://it.ojp.gov/gsp. Recipient shall document planned approaches to information sharing and describe

compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

21.0 Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment - In accordance with the requirements as set out in 2 C.F.R. *§* 200.216, recipients are prohibited from obligating or expending award funds to:

1) Procure or obtain;
2) Extend or renew a contract to procure or obtain;
3) Enter into a contract to procure or obtain equipment, services, or systems that use telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, produced by Huawei Technologies Company or ZTE Corporation (or a subsidiary or affiliate of such entities).

22.0 Unreasonable Restrictions on Competition - This condition applies with respect to any procurement of property or services funded (in whole or in part) by this award, by the recipient (or subrecipient at any tier), and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).

1) Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 and 200.319(a) – Recipient (or subrecipient at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.
2) Monitoring of compliance with the requirements of this condition will be conducted by FDLE.
3) The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor (at any tier), award recipient or -subrecipient (at any tier), agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.
4) Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

23.0 Non-Disclosure Agreements - No recipient or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

24.0 Confidential Funds and Confidential Funds Certificate - A signed certification that the Project Director or Implementing Agency Chief Official has read, understands, and agrees to abide by all conditions for confidential funds outlined in Section 3.12 of the DOJ Grants Financial Guide is required for all projects that involve confidential funds. The signed certification must be submitted at the time of award application. Confidential Funds certifications must be signed by the recipient Chief Official or an individual with formal, written signature authority for the Chief Official.

Prior to the reimbursement of expenditures for confidential funds, the recipient must compile and maintain a CI Funds Tracking Sheet to record all disbursements under the award. The completed form must be submitted with the payment request for OCJG review.

25.0 For JAG: Task Force Training Requirement - The recipient agrees that within 120 days of award, each current member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete required online (internet-based) task force training. The training can be accessed https://www.centf.org/CTFLI/.

All current and new task force members are required to complete this training once during the life of the award, or once every four years if multiple awards include this requirement. This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability.

When FDLE awards funds to support a task force, the recipient must compile and maintain a task force personnel roster along with course completion certificates.

26.0 For NCHIP & NARIP: Protective Order Systems - Any system developed with funds awarded under this cooperative agreement will be designed to permit interface with the National Protective Order file maintained by the FBI.

SECTION VII: ADDITIONAL REQUIREMENTS

1.0 Environmental Protection Agency's (EPA) list of Violating Facilities - The recipient assures that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the Program Purpose are not listed on the EPA's list of Violating Facilities and that it will notify the Department of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.

2.0 National Environmental Policy Act (NEPA) - The recipient agrees to assist FDLE in complying with the NEPA, the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of award funds by the recipient. This applies to the following new activities whether or not they are being specifically funded with these award funds. That is, it applies as long as the activity is being conducted by the recipient or any third party and the activity needs to be undertaken in order to use these award funds. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the award, prior to obligating funds for any of these purposes.

If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact FDLE OCJG.

1) New construction;
2) Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain; a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
3) A renovation, lease, or any other proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
4) Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or educational environments; and
5) Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by the Bureau of Justice Assistance. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed by the Department of Justice at https://www.bja.gov/Funding/nepa.html, for programs relating to methamphetamine laboratory operations.

3.0 National Historic Preservation Act - The recipient will assist the Department (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 300.101 et seq.), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. 312501-312508) and the National Environmental Policy Act of 1969 (43 C.F.R. 46).

4.0 Human Research Subjects - The recipient agrees to comply with the requirements of 28 C.F.R. § 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

5.0 Disclosures

Conflict of Interest - The recipient and implementing agency will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain. Recipients must disclose in writing any potential conflict of interest to FDLE (the non-federal pass-through entity).

Violations of Criminal Law - The recipient must disclose all violations of state or federal criminal law involving fraud, bribery or gratuity violations potentially affecting the award.

6.0 Uniform Relocation Assistance and Real Property Acquisitions Act - The recipient will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs.

7.0 Limitations on Government Employees Financed by Federal Assistance - The recipient will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7321-26, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

8.0 Funds to Association of Community Organizations for Reform Now (ACORN) Unallowable - Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or award to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OJP.

9.0 Text Messaging While Driving - Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), and Section 316.305, Florida Statutes., the recipient is encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

10.0 DNA Testing of Evidentiary Materials and Upload of DNA Profiles to a Database - If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS), by a government DNA lab with access to CODIS. With the exception of Forensic Genetic Genealogy, no profiles generated with award funding may be entered into any other non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS. Booking agencies should work with their state CODIS agency to ensure all requirements are met for participation in Rapid DNA (see National Rapid DNA Booking Operational Procedures Manual).

11.0 Forensic Genealogy Testing - Recipients utilizing award funds for forensic genealogy testing must adhere to the United States Department of Justice Interim Policy Forensic Genealogical DNA Analysis and Searching and must collect and report the metrics identified in Section IX of the document to the Bureau of Justice Assistance. For more information, visit https://www.justice.gov/olp/page/file/1204386/download.

12.0 Environmental Requirements and Energy - For awards in excess of $100,000, the recipient must comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C § 85), section 508 of the Clean Water Act (33 U.S.C. § 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 C.F.R. § 1 seq.). The recipient must comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871), if any.

13.0 **Other Federal Funds** - The recipient agrees that if it currently has an open award of federal funds or if it receives an award of federal funds other than this award, and those awards have been, are being, or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this award, the recipient will promptly notify, in writing the grant manager for this award, and, if so requested by OCJG seek a budget modification or change of project scope amendment to eliminate any inappropriate duplication of funding.

14.0 **Trafficking in Persons** - The recipient must comply with applicable requirements pertaining to prohibited conduct relating to the trafficking of persons, whether on the part of recipients, recipients or individuals defined as "employees" of the recipient. The details of the recipient and recipient obligations related to prohibited conduct related to trafficking in persons are incorporated by reference and posted at https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm.

15.0 **Requirement of the Award; Remedies for Non-Compliance or for Materially False Statements** - Any materially false, fictitious, or fraudulent statement to the Department related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001, 1621, and/or 34 U.S.C. § 10272), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable; such provision shall be deemed severable from this award.

16.0 **Employment Eligibility Verification for Hiring Under This Award** - The recipient must ensure that as part of the hiring process for any position that is or will be funded (in whole or in part) with award funds, the employment eligibility of the individual being hired is properly verified in accordance with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

1) All persons who are or will be involved in activities under this award must be made aware of the requirement for verification of employment eligibility, and associated provisions of 8 U.S.C. 1324a(a)(1) and (2) that make it unlawful in the United States to hire (or recruit for employment) certain aliens.
2) The recipient must provide training (to the extent necessary) to those persons required by this condition to be notified of the requirement for employment eligibility verification and the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).
3) As part of the recordkeeping requirements of this award, the recipient must maintain records of all employment eligibility verifications pertinent to compliance with this condition and in accordance with I-9 record retention requirements, as well as pertinent records of notifications and trainings.
4) Monitoring of compliance with the requirements of this condition will be conducted by FDLE.
5) Persons who are or will be involved in activities under this award includes any and all recipient officials or other staff who are or will be involved in the hiring process with respect to an award funded position under this award.
6) For the purposes of satisfying this condition, the recipient may choose to participate in, and use E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient entity uses E-Verify to confirm employment eligibility for each position funded through this award.
7) Nothing in this condition shall be understood to authorize or require any recipient, or any person or other entity, to violate federal law, including any applicable civil rights or nondiscrimination law.
8) Nothing in this condition, including paragraph vi., shall be understood to relieve any recipient, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

17.0 **Determination of Suitability to Interact with Minors** - This condition applies if it is indicated in the application for award (at any tier) that a purpose of some or all of the activities to be carried out under the award is to benefit a set of individuals under 18 years of age.

The recipient (or subrecipient at any tier), must make determinations of suitability before certain individuals may interact with participating minors. The requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP website at https://ojp.gov/funding/Explore/Interact-Minors.htm.

18.0 **Restrictions and Certifications Regarding Non-Disclosure Agreements and Related Matters** - No recipient under this award, or entity that receives a procurement contract with funds under this award, may require an employee to sign an internal confidentiality agreement that prohibits the reporting of waste, fraud, or abuse to an investigative or law enforcement representative authorized to receive such information.

The foregoing is not intended, to contravene requirements applicable to classified information. In accepting this award, the recipient:

1) Has not required internal confidentiality agreements or statements from employees or contractors that currently prohibit reporting waste, fraud, or abuse;
2) Certifies that, if it learns that it is or has been requiring its employees or contractors to execute agreements that prohibit reporting of waste, fraud, or abuse, it will immediately stop any further obligations of award funds, will provide prompt written notification to OCJG, and will resume such obligations only if expressly authorized to do so by OCJG.
3) Will comply with requirements of 5 U.S.C. §§ 1501-08 and 7321-26, which limit certain political activities of state or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

19.0 **Safe Policing and Law Enforcement** - Recipients that are state, local, college or university law enforcement agencies must be in compliance with the safe policing certification requirement outlined in Executive Order 13929. For detailed information on this certification requirement, see https://cops.usdoj.gov/SafePolicingEO.

20.0 **For JAG: Extreme Risk Protection Programs -** Recipients using funds for Extreme Risk Protection programs must include, at a minimum: pre-deprivation and post-deprivation due process rights that prevent any violation or infringement of the Constitution of the United States, including but not limited to the Bill of Rights, and the substantive or procedural due process rights guaranteed under the Fifth and Fourteenth Amendments to the Constitution of the United States, as applied to the States, and as interpreted by State courts and United States courts (including the Supreme Court of the United States). Such programs must include, at the appropriate phase to prevent any violation of constitutional rights, at minimum, notice, the right to an in-person hearing, an unbiased adjudicator, the right to know opposing evidence, the right to present evidence, and the right to confront adverse witnesses; the right to be represented by counsel at no expense to the government; pre-deprivation and post-deprivation heightened evidentiary standards and proof which mean not less than the protections afforded to a similarly situated litigant in Federal court or promulgated by the State's evidentiary body, and sufficient to ensure the full protections of the Constitution of the United States, including but not limited to the Bill of Rights, and the substantive and procedural due process rights guaranteed under the Fifth and Fourteenth Amendments to the Constitution of the United States, as applied to the States, and as interpreted by State courts and United States courts (including the Supreme Court of the United States). The heightened evidentiary standards and proof under such programs must, at all appropriate phases to prevent any violation of any constitutional right, at minimum, prevent reliance upon evidence that is unsworn or unaffirmed, irrelevant, based on inadmissible hearsay, unreliable, vague, speculative, and lacking a foundation; and penalties for abuse of the program.

21.0 **For RSAT: State Alcohol and Drug Abuse Agency** - The recipient will coordinate the design and implementation of treatment programs with the State alcohol and drug abuse agency or any appropriate local alcohol and drug abuse agency, especially when there is an opportunity to coordinate with initiatives funded through the Justice Assistance Grant (JAG) program.

22.0 **For RSAT: Drug Testing** - The recipient will implement or continue to require urinalysis or other proven reliable forms of testing of individuals in correctional residential substance abuse treatment programs. Such testing shall include individuals released from residential substance abuse treatment programs who remain in the custody of the State.

23.0 **For RSAT: Opioid Abuse and Reduction** - The recipient understands and agrees that, to the extent that substance abuse treatment and related services are funded by this award, they will include needed treatment and services to address opioid abuse and reduction.

24.0 **For RSAT: Data Collection** - The recipient agrees that award funds may be used to pay for data collection, analysis, and report preparation only if that activity is associated with federal reporting requirements. Other data collection, analysis, and evaluation activities are not allowable uses of award funds.

25.0 **For RSAT:** Recipient understands and agrees that strategic planning activities funded by this award must include planning on how to address individuals with co-occurring mental health and opioid use disorders.

26.0 **For PSN: Coordination with U.S. Attorney and PSN Task Forces** - The recipient agrees to coordinate the project with the U.S. Attorney and Project Safe Neighborhoods Task Force(s) for the respective U.S. Attorney Districts

covered by the award. The recipient also is encouraged to coordinate with other community justice initiatives and other ongoing, local gun prosecution and law enforcement strategies.

27.0 **For PSN: Media-related Outreach** - The recipient agrees to submit to OCJG for review and approval by DOJ, any proposal or plan for PSN media-related outreach projects.

28.0 **For NCHIP & NARIP: Comprehensive Evaluation** - In order to ensure that the National Criminal History Improvement Program (NCHIP) and the NICS Act Record Improvement Program (NARIP) are realizing the objectives in the most productive manner, the recipient agrees to participate in a comprehensive evaluation effort. It is anticipated that the evaluation will take place during the course of the program and will likely involve each participating agency. It is expected that the evaluation will have a minimal impact on an agency's program personnel and resources.

29.0 **For NCHIP & NARIP: Coordination and Compatibility with Systems** - In accordance with federal award conditions, recipient agrees all activities supported under this award must:

1) Be coordinated with Federal, State, and local activities relating to homeland security and presale firearm checks.
2) Ensure criminal justice information systems designed, implemented, or upgraded with NCHIP or NARIP funds are compatible, where applicable, with the National Incident-Based Reporting System (NIBRS), the National Crime Information Center system (NCIC 2000), the National Criminal Instant Background Check System (NICS), the Integrated Automated Fingerprint Identification System (IAFIS), and applicable national, statewide or regional criminal justice information sharing standards and plans.
3) Intend to establish or continue a program that enters into the National Crime Information Center (NCIC) records of: (a) Protection orders for the protection of persons from stalking or domestic violence; (b) Warrants for the arrest of persons violating protection orders intended to protect victims from stalking or domestic violence; and (c) Arrests or convictions of persons violating protection orders intended to protect victims from stalking or domestic violence.

30.0 **For NCHIP & NARIP: Firearm and Background Checks** - Consonant with federal statutes that pertain to firearms and background checks -- including 18 U.S.C. § 922 and 34 U.S.C. Ch. 409 -- in connection with any use, by the recipient (or any subrecipient at any tier), of this award to fund (in whole or in part) a specific project or program (such as a law enforcement, prosecution, or court program) that results in any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the National Instant Background Check System (NICS), or that has as one of its purposes the establishment or improvement of records systems that contain any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS, the recipient (or subrecipient, if applicable) must ensure that all such court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS are promptly made available to the NICS or to the "State" repository/database that is electronically available to (and accessed by) the NICS, and -- when appropriate -- promptly must update, correct, modify, or remove such NICS-relevant "eligible records".

In the event of minor and transitory non-compliance, the recipient may submit evidence to demonstrate diligent monitoring of compliance with this condition (including subrecipient compliance). DOJ will give great weight to any such evidence in any express written determination regarding this condition.

Florida Department of Law Enforcement
Office of Criminal Justice Grants
Post Office Box 1489 Tallahassee, Florida 32302-1489 (850) 617-1250 criminaljustice@fdle.state.fl.us

Federal Fiscal Year 2023
Edward Byrne Memorial Justice Assistance Grant (JAG) Program
JAG-Direct (JAGD) Solicitation

SUBMISSION DEADLINE: 11:59 PM EST on Friday, June 14, 2024

The Florida Department of Law Enforcement (FDLE), Office of Criminal Justice Grants (OCJG) is seeking applications for the state's Edward Byrne Memorial Justice Assistance Grant Direct (JAGD) Program. This program focuses on helping state and local agencies improve the criminal justice system.

Eligibility

Eligible applicants are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior.

The allocations for Florida's FY 2023 JAGD program can be found in Appendix C.

Contact Information

The Office of Criminal Justice Grants (OCJG) main line is (850) 617-1250. For questions regarding this solicitation, ask to speak with the grant manager for your jurisdiction. For technical assistance with the AmpliFund system or for issues creating and submitting an application in AmpliFund, visit the AmpliFund Support Site or submit your question directly to AmpliFund Customer Success by emailing support@AmpliFund.zendesk.com.

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Program Description

The Florida Department of Law Enforcement (FDLE) received an award from the United States Department of Justice (USDOJ) for the Edward Byrne Memorial Justice Assistance Grant (JAG). FDLE will distribute $635,459 in JAG-Direct (JAGD) local share funds in accordance with the JAGD distribution provisions of Chapter 11D-9, Florida Administrative Code. This Notice of Funding Opportunity seeks subrecipient applications for activities as they relate to criminal justice.

Please note this program solicitation contains information provided by the USDOJ regarding specific areas of national focus and the priorities to help maximize the effectiveness of Byrne/JAG funding. Applicants are strongly encouraged to consider these federal priorities when developing their applications.

Length of Award and Distribution of Funds

JAG-Direct awards will be approved for a six (6) to eighteen (18) month project period between October 1, 2023 and September 30, 2025.

Grant funds are distributed on a cost reimbursement basis, with the ability to advance, for satisfactory performance of eligible activities. Payment requests can be submitted on a monthly or quarterly basis and should include total expenditures for the reporting period. Reimbursements will be processed in conjunction with the receipt and review of programmatic performance reports to determine successful completion of minimum performance deliverables as specified in the agreement.

Program Strategy and Purposes

JAG funds may be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice in any one or more of the following purpose areas:

1. Law enforcement programs;
2. Prosecution and court programs;
3. Prevention and education programs;
4. Corrections and community corrections programs;
5. Drug treatment and enforcement programs;
6. Planning, evaluation, and technology improvement programs;
7. Crime victim and witness programs (other than compensation); and
8. Mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.
9. Implementation of state crisis intervention court proceedings and related programs or initiatives, including but not limited to: mental health courts; drug courts; veteran courts; and extreme risk protection order programs.

Additionally, JAG funds awarded under this solicitation may be used for purposes identified in BJA's allowable programs reference guide.

Federal Priority Areas for Funding

BJA issues funding priorities in conjunction with JAG program guidance to ensure recipients and subrecipients are aware of areas of national focus and priority, and maximize the effective use of JAG funds. As a result, Florida passes-through these priority areas to subgrantees in the JAG-Direct solicitation. The federal JAG funding priorities for FY23 awards and subawards are as follows:

Advancing Justice System Reform Efforts

The justice system serves an important role in protecting communities and seeking justice for victims. For the justice system to serve that role effectively, it must be fair, open, and equitable; utilize evidence-based approaches; and promote restorative practices and rehabilitation. For far too long, however, the justice system has not lived up to its promise. Racial bias and injustice and overly harsh sentences have swelled correctional populations which not only exacerbates distrust in the justice system, but also destabilizes the wellbeing of communities. To build strong, safe, and healthy communities, it is critical to address the underlying, entrenched issues of inequity and disparity in the criminal justice system so that all persons receive equal treatment under the law. Jurisdictions must carefully review the ways in which the structures and incentives within their own systems are driving correctional populations and racial disparities and realign operations and target resources toward community solutions.

Consistent with President Biden's Executive Order 14074, Advancing Effective, Accountable Policing and Criminal Justice Practices To Enhance Public Trust and Public Safety, and the Safer America Plan, DOJ is committed to advancing bold, effective justice reform solutions that deliver safety, equity, and justice for all. Justice system reform includes, but is not limited to, a wide range of investments in community safety and justice such as accountability of law enforcement to build community trust, alternatives to incarceration, community supervision reforms, support for mental health and substance use treatment services, community-driven programs and partnerships, and enhancing pretrial processes, Efforts to continue to address the backlog of court cases created during the pandemic would fall in this category. BJA encourages JAG recipients to utilize funding for projects that promote all aspects of justice system reform.

Advancing Racial Equity and Support for Underserved Communities

Consistent with the Presidential Memorandum on Restoring the Department of Justice's Access-to-Justice Function and Reinvigorating the White House Legal Aid Interagency Roundtable and Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, DOJ is committed to ensuring equal access to justice and identifying and reducing disparities that exist throughout the criminal and civil legal systems, and to remove barriers to ensure equal opportunity for people of color and for communities that have been historically underserved, marginalized, and adversely affected by inequality. This commitment is evidenced by the April 14, 2022, Equity Action Plan designed to increase equity, opportunity, and resources for the most vulnerable communities.

BJA encourages JAG recipients to utilize funds to support efforts at the state, territory, local, and tribal levels to institute more effective and equitable criminal justice policies and practices, foster public trust, and enhance public safety and security by increasing engagement with community members and building partnerships with community organizations to develop a shared vision and approach to addressing crime. This includes support for strategies to ensure the protection of defendants' and incarcerated individuals' constitutional rights and safety and efforts to address wrongful convictions and conviction integrity. This also includes supporting technological or personnel upgrades to provide more equitable access to justice, including language access resources, resources to better serve those with disabilities, and indigent defense services. Finally, this can include efforts to build partnerships between the criminal justice system and nonprofits to provide support for collaborative, community-driven and informed efforts, such as community-based diversion programs outside of the criminal justice system, increasing access to resources to support the right to counsel, and developing community-driven and informed prevention programs or responses to violent crime.

Preventing and Combating Hate Crimes

Hate crimes (sometimes called bias-motivated crimes) are criminal offenses motivated by some form of bias toward victims based on their perceived or actual race, color, ethnicity, religion, national origin, sexual orientation, gender, gender identity, or disability. Hate crimes have a devastating effect beyond the harm inflicted on any one victim. They reverberate through families, communities, and the entire nation as others fear that they too may be threatened, attacked, or forced from their homes because of what they look like, who they are, where they worship, who they love, or whether they have a disability. As with most other crimes, hate crimes in the United States are primarily investigated under state law and prosecuted by local, state, and tribal authorities. However, reluctance from victims and witnesses to contact law enforcement about hate crime incidents may arise from perceptions of bias, distrust of law enforcement or the criminal justice system, or barriers such as language or concerns about immigration status. Hate crimes are chronically underreported to and under-identified by law enforcement. Tools such as the U.S. Bureau of

Justice Statistics' National Crime Victimization Survey (NCVS) and the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) program shed some light on trends among those hate crimes reported to law enforcement or through NCVS. Although hate crimes are often underreported, in recent years, there have been alarming spikes in hate crimes and threats of violence across the country, often fueled by online hate forums. In 2021 and 2022, there were several attacks on houses of worship, threats against Historically Black Colleges and Universities, and increased attacks on Asian Americans. Though many jurisdictions are facing significant increases in hate crimes and hate incidents, a recent research study and survey from the National Institute of Justice (NIJ) indicates that many state and local law enforcement agencies do not have adequate tools to identify, investigate, and respond to hate crimes, and only 23 percent of law enforcement agencies that responded to the survey reported any hate crime investigations in 2018.

In September 2022, Attorney General Merrick Garland announced that all 94 U.S. Attorneys' offices would be implementing the United Against Hate Program and emphasized that eliminating hate and bias-motivated crimes is one of DOJ's top priorities, and combating hate crimes and promoting trust and accountability in law enforcement was one of the Department's priority goals for fiscal year 2023. BJA encourages JAG recipients to utilize funding to promote change and accountability by supporting state, local, and tribal efforts to prevent hate crimes, improve data collection and reporting of hate-related criminal offenses and incidents, and promote efforts to fully investigate and prosecute hate crimes when they do occur. This includes ensuring those agencies that have not yet transitioned to the National Incident Based Reporting System (NIBRS) do so expeditiously to ensure that national hate crime statistics are as accurate as possible. More information on BJA's portfolio addressing hate crimes, including the Emmett Till Cold Case Investigations and Matthew Shepard and James Byrd, Jr. Hate Crimes programs, can be found at: Hate Crime | Bureau of Justice Assistance (ojp.gov).

Crime and Violence Reduction Strategies

The Biden–Harris Administration and DOJ have made crime and violence reduction a top priority. In May 2022, President Biden signed Executive Order 14074, Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety, which states, "since early 2020, communities around the country have faced rising rates of violent crime, requiring law enforcement engagement at a time when law enforcement agencies are already confronting challenges of staffing shortages and low morale." According to an analysis of 27 cities conducted by the Council on Criminal Justice, the number of homicides in 2022 declined 4 percent over 2021, yet the homicide rate remained 34 percent higher than 2019 levels. Also, preliminary data compiled by the National Law Enforcement Officers Memorial Fund indicate that as of December 31, 2022, 226 federal, state, tribal, and local law enforcement officers died in the line of duty in 2022. Line-of-duty-related deaths continue to be a top concern. Sixty-four law enforcement officers were killed feloniously by firearms in 2022, which is an increase over the historical number of deaths by gunfire seen in the prior decade (2010–2020 saw an average of 53).

BJA encourages JAG grantees to invest funds to tailor programs and responses to state and local crime issues through the use of data and analytics; coordinate with United States Attorneys and Project Safe Neighborhoods grantees in order to leverage funding for crime and violence reduction projects and coordinate their law enforcement activities with those of federal law enforcement agencies such as the FBI, the Bureau of Alcohol, Tobacco, Firearms and Explosives, the Drug Enforcement Administration, the United States Marshals Service, and the Department of Homeland Security; and form partnerships with federal, state, and local law enforcement and prosecutors to identify persons who use guns to commit a crime and who purchase or sell guns illegally. This includes ensuring that persons prohibited from purchasing firearms (see e.g.,18 U.S.C. § 922(g)) are deterred from doing so by enhancing complete, accurate, and timely access to the FBI's National Instant Criminal Background Check System (NICS) and the timely submission of all necessary records into the FBI databases, which will help prevent illegal transfers of firearms to those who are prohibited from owning firearms under current law. BJA also encourages JAG grantees to invest in implementing programs that provide training, assistance, and resources to law enforcement agencies to mitigate the current crisis in law enforcement recruitment and retention, bolster the security of at-risk places of worship such as synagogues, churches, and mosques, provide security for prosecutors and elections, enhanced community policing and crime prevention, enforcement of commonsense gun laws, and upgrade systems and/or purchase technology that support agency strategies to reduce violent crime and enhance their capacity to better address crime.

Community Based Violence Intervention (CVI) Approaches

In April 2021, the Biden–Harris Administration announced historic investments in CVI efforts to combat the gun violence epidemic. CVI is an approach that uses evidence-informed strategies to reduce violence through tailored, community-centered initiatives. These multidisciplinary strategies engage individuals and groups to prevent and disrupt cycles of violence and retaliation and establish relationships between individuals and community assets to deliver services that save lives, address trauma, provide opportunity, and improve the physical, social, and economic conditions that drive violence. On February 16, 2023, Attorney General Garland delivered remarks at a convening of grantees under OJP's Community Based Violence Intervention and Prevention Initiative. He emphasized that DOJ's approach to disrupting violent crime is: "centered on our partnerships – both with the communities harmed by violent crime and with the law enforcement agencies that protect those communities. Our approach is centered on building public trust. We know that we cannot do our jobs effectively without the trust of the communities we serve. Our department-wide anti-violent crime strategy leverages the resources of our federal prosecutors, agents, investigators, grant programs, and criminal justice experts towards those ends. We are working closely with local and state law enforcement agencies, with officials across government, and with the communities most affected by this violence, and with the community organizations on the front lines – all toward one goal: the goal of making our communities safer."

BJA encourages JAG recipients to invest JAG funds to tailor programs to build strong, sustained partnerships with community residents and organizations to support CVI work in communities most impacted by violent crime. CVI strategies typically focus on high-risk individuals and gang and gun violence as well as the historical and structural challenges that often contribute to community violence. CVI strategies should involve holistic, coordinated interventions attending to the multiple needs of individuals at high risk of gang and gun violence. For example, hospital-based violence intervention programs use credible messengers to connect with victims of gun violence while they are still in the hospital, and then wraparound services are typically provided to them such as behavioral health support, employment access, housing advocacy, and family support. More information on CVI strategies is available through BJA's National Training and Technical Assistance Center (NTTAC) and on BJA's website at: https://bja.ojp.gov/program/ community-violence-intervention/overview. BJA encourages JAG recipients to partner with organizations with existing CVI strategies to support and enhance those programs, which may include organizations funded under OJP's Community Based Violence Intervention and Prevention Initiative (CVIPI). To identify and learn more about existing CVIPI grantees, review OJP's CVIPI web page and FY 2022 CVIPI award information. In addition, jurisdictions looking to implement those strategies can request training and technical assistance (TTA) on the NTTAC website.

Additional Uses of JAG Funds

JAG funds awarded to a state under this FY 2023 solicitation may be used to:

- Support reentry projects with the goal of improving outcomes for incarcerated individuals returning to the community from prison or jail. Support projects related to preventing, detecting, seizing, and/or stopping the presence and use of contraband cellphones within correctional facilities. This includes the purchasing of managed access systems and other mitigation technologies (as permitted by applicable law).
- Purchase fentanyl and methamphetamine detection equipment, equipment including handheld instruments and training for law enforcement safety, as well as opioid reversal agents.
- Purchase drug-detection canines to combat the rise of drug trafficking, including that of methamphetamines.
- Support efforts to seal and expunge criminal history information in accordance with state laws and policies.
- Support efforts to attract and retain an all-inclusive, diverse, expert, and accountable law enforcement workforce, with a focus on gender and racial diversity.
- Support virtual reality de-escalation training.
- Purchase humane remote restraint devices that enable law enforcement to restrain an uncooperative subject without requiring the infliction of pain.
- Purchase gunfire detection technology.
- Promote data sharing and sex offender monitoring.

Additionally, JAG funds awarded under this FY 2023 solicitation may be used for any purpose indicated here: Purposes for Which Funds Awarded Under the Edward Byrne Memorial Justice Assistance Grants (JAG) Program May Be Used (ojp.gov).

State-wide Funding Priorities

In order to comply with the statewide strategic planning requirements outlined in Section 502 of the Omnibus Crime Control and Safe Streets Act, FDLE conducted a survey in 2019 to gauge statewide priorities within each program area for funding.

Subrecipients are strongly encouraged to fund projects addressing at least one of the priorities outlined below. If the subrecipient wishes to fund a project that does not address one of the identified funding priorities, a written justification will need to be submitted to OCJG along with the application.

Law Enforcement
- Equipment
- Training
- Traffic Enforcement
- Community Policing & Engagement

Prevention and Education
- Anti-drug Programs
- School Violence Prevention
- Domestic Violence Prevention
- Pharmaceutical & Substance Abuse

Drug Treatment and Enforcement
- Surveillance Equipment
- Drug Enforcement – Single Jurisdiction
- Multi-Jurisdictional Task Forces & Pharmaceutical Partnerships
- First responders, Crisis Response, Stabilization, Antagonists/Detox

Crime Victim & Witness
- Behavioral Health Services
- Advocacy Services
- Counseling & Clinical Services
- Children Exposed to Violence, Abuse, & Neglect

Prosecution & Courts
- Pre-trial Diversion
- Recidivism
- Training
- Property & White-Collar Crime

Corrections and Community Corrections
- Behavioral Health Services
- Workforce
- Recidivism
- Diversion

Planning, Evaluation & Technology
- Technology Upgrades
- Crime Statistics Reporting
- Investigative & Surveillance Technology
- Grant Management

Mental Health
- Crisis Intervention Team Training & Support
- Evaluation/Assessments
- Suicide Risk Assessment, Response & Protocols
- Outpatient/Community Based Behavioral Health Programs

FDLE's Byrne/JAG strategic plan is available for review at:
http://www.fdle.state.fl.us/FDLE-Grants/OCJG-Documents/JAG-Stategic-Plan/2019_JAG-Strategic-Plan_FINAL.aspx

Eligibility Requirements

Applicants for JAG subawards must comply with all terms and conditions of the federal award and subaward, including those incorporated by reference. This section identifies specific program requirements that must be met as a condition of eligibility to receive federal funds under this program.

Each applicant must be able to document compliance with the following requirements:

8 U.S.C §1373 *Communication Between Governments and the Immigration and Naturalization Service*
8 U.S.C §1644 *Communication Between State and Local Government Agencies and Immigration and Naturalization Service*
2 C.F.R. § 200.318-327 *Federal Procurement Standards*
2 C.F.R Part 200.300-309 *Standards for Financial and Program Management*
2 C.F.R. Part 25 *Universal Identifier and System for Award Management (SAM) Requirements*
28 C.F.R. Part 42 *Nondiscrimination; Equal Employment Opportunity; Policies and Procedures*

SAM Registration

To apply for JAG funds, an organization and its users must be registered in AmpliFund and the organization must be registered with the U.S. Federal Government's System for Award Management (SAM) (2 C.F.R. Part 25).

To create or update your organization's annual SAM registration, go to SAM.gov. The process can take up to 10 business days.

****NEW** E-Verify**

In accordance with Section 448.095, Florida Statutes, all Recipients of this funding must be registered in E-verify and utilize the system to verify the work authorization status of all employees hired on or after January 1, 2022. The Office of Criminal Justice Grants is not able to enter into any contractual agreement with a noncompliant organization.

Compliance with Applicable Federal Laws

At the time of application, potential subrecipients are required to certify compliance with all applicable federal laws. All applicants should understand that if the DOJ Office of Justice Programs receives information indicating an applicant may be in violation of any applicable federal law, the applicant may be referred to the DOJ Office of Inspector General (OIG) for investigation. If the applicant is found to be in violation of an applicable federal law by the OIG, the applicant may be subject to criminal and civil penalties, in addition to relevant OJP programmatic penalties, including suspension or termination of funds, inclusion on the high-risk list, repayment of expended funds, and/or suspension and debarment.

Civil Rights Requirements

Federal laws prohibit subrecipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, disability, or age in funded programs or activities. All subrecipients, implementing agencies, and contractors must comply with any applicable statutorily-imposed nondiscrimination requirements, which are summarized below:

- **Title VI of the Civil Rights Act (Title VI) of 1964**, as amended, 42 U.S.C. § 2000d, and the DOJ implementing regulation, 28 C.F.R. pt. 42, subpts. C & D (prohibiting discrimination in federally assisted programs based on race, color, and national origin in the delivery of services or benefits).

- **Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968**, as amended, 34 U.S.C. §§ 10228(c) & 10221(a), and the DOJ implementing regulations, 28 C.F.R. pt. 42, subpts. D (prohibiting discrimination in programs funded under the statute, both in employment and in the delivery of services or benefits, based on race, color, national origin, sex, and religion) & E (requiring certain DOJ-funded programs subject to the administrative provisions of the statute to prepare, maintain, and submit an Equal Employment Opportunity Plan (EEOP)). Applicants are advised to use the Office for Civil Rights EEO Reporting Tool at (https://ojp.gov/about/ocr/eeop.htm).

- **Section 504 of the Rehabilitation Act (Section 504) of 1973**, as amended, 29 U.S.C. § 794, and the DOJ implementing regulation, 28 C.F.R. pt. 42, subpt. G (prohibiting discrimination in federally assisted programs based on disability both in employment and in the delivery of services or benefits).

- **Title IX of the Education Amendments (Title IX) of 1972**, as amended, 20 U.S.C. § 1681, and the DOJ implementing regulations, 28 C.F.R. pt. 42, subpt. D & pt. 54 (prohibiting discrimination in federally assisted education programs based on sex both in employment and in the delivery of services or benefits).

- **Title II of the Americans with Disabilities Act of 1990**, as amended, 42 U.S.C. § 12132, and the implementing regulation at 28 C.F.R. § 35.171(a)(1)(i), (3)(i) (prohibiting discrimination based on disability both in employment and in the delivery of services or benefits).

- **Age Discrimination Act (Age Act) of 1975**, as amended, 42 U.S.C. § 6102, and the DOJ implementing regulation, 28 C.F.R. pt. 42, subpt. I (prohibiting discrimination in federally assisted programs based on age in the delivery of services or benefits).

- **Juvenile Justice and Delinquency Prevention Act (JJDPA) of 1974,** as amended, 34U.S.C. § 11182(b), and the DOJ implementing regulations, 28 C.F.R. §§ 31.202, .403 & pt.42, subpart. D (prohibiting discrimination in programs funded under the statute, both in employment and in the delivery of services or benefits, based on race, color, national origin, sex, and religion)

- **Victims of Crime Act (VOCA) of 1984,** as amended, 34 U.S.C. § 20110(e) and the regulation implementing the Victim of Crime Act Victim Assistance Program, 28 C.F.R.§ 94.114 (prohibiting discrimination in programs funded under the statute, both in employment and in the delivery of services or benefits, based on race, color, national origin, sex, religion, and disability).

- **Executive Order 13559**, amending Executive Order 13279, and the DOJ implementing regulation, Partnerships with Faith-Based and Other Neighborhood Organizations, 28 C.F.R. pt. 38 (prohibiting discrimination in federally assisted social service programs based on religion in the delivery of services or benefits).

- ****NEW** Equal Employment Opportunity Certification (EEOC)**: Applicants must submit an EEO Certification annually within 120 days of the subaward. Failure to submit the required EEO Certification will result in the withholding of grant funds. Applicants must use the Office for Civil Rights EEO Reporting Tool at (https://ojp.gov/about/ocr/eeop.htm).

- **Limited English Proficiency (LEP)**: In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. Part 2000d, applicants in receipt of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with LEP. FDLE strongly advises applicants to have a written LEP Language Access Plan. For more information visit https://www.lep.gov/.

- **Partnerships with Faith-Based and Other Neighborhood Organizations**: Applicants, must comply with all applicable requirements of 28 C.F.R. Part 38, "Partnerships with Faith-Based and Other Neighborhood Organizations", specifically including the provision for written notice to current or prospective program beneficiaries.

Filing a Complaint - If the applicant or any of its employees, contractors, vendors, or program beneficiaries has a discrimination complaint, they may file a complaint with the FDLE, its subrecipient, or with the Office for Civil Rights.

Discrimination complaints against the FDLE OCJG or one of its subrecipients may be filed using the OCJG complaint form or by letter and be submitted to FDLE by mail at: FDLE Office of General Counsel, Attention Civil Rights Complaint Coordinator, PO Box 1489, Tallahassee, FL 32302. Alternatively, the complaint may be delivered by facsimile to (850) 410-7699, or via email to the Office of General Counsel via the General Counsel for FDLE or the General Counsel's designee.

Complaints filed by letter should include the following information:

1. Name, address, telephone number, and email address of the complainant.
2. The victim or other witness of the alleged discrimination, if it is someone other than the

complainant, if known.

3. The basis for the complaint, e.g., the complaint alleges (1) discrimination in services or employment based on race, color, national origin, sex, religion, or disability, or discrimination in services based on age, or (2) retaliation for engaging in protected activity. Please include as much detail as possible.
4. The date of the alleged discriminatory or retaliatory conduct.
5. The name and title of the person(s) who is alleged to have engaged in the discriminatory or retaliatory conduct.
6. The complaint must be in writing, dated, and signed by the complainant.

As an alternative, or in addition to filing a complaint with the FDLE or a subrecipient, an individual may file a complaint with an appropriate external federal agency.
If a complaint involves employment discrimination, the complainant may file a complaint with:

U.S. Equal Employment Opportunity Commission
31 M Street, NE
Washington, DC 20507
Phone: 202-663-4900
TTY: 202-663-4494
http://www.eeoc.gov/employees/charge.cfm

If a service discrimination complaint involves a program receiving federal financial assistance from the USDOJ, the complainant may file a complaint with:

U.S. Department of Justice, Office of Justice Programs
Office for Civil Rights
810 7th St NW
Washington, DC 20531
Phone: 202-207-0690
TTY: 202-307-2027
http://ojp.gov/about/ocr/complaint.htm

Additional details and information regarding the FDLE's complaint procedures can be found on OCJG's Civil Rights Training for Grantees webpage.

Intergovernmental Review: The FY23 JAG program is subject to Executive Order 12372. As a result, FDLE may provide information regarding subrecipient applications to the state single point of contact to satisfy this requirement.

Match

Match is not required for the JAG program. However, if a subrecipient identifies match on an application that is approved for award, the match portion will be required.

Administrative Costs

Administrative costs/fees are not eligible on JAG subawards.

Prohibited Uses & Expenditures

JAG funds may not be used (whether directly or indirectly) for any purpose prohibited by federal statute or regulation, including those prohibited by the JAG Program statute (34 U.S.C. § 10152).

- Supplanting: JAG funds may not be used to supplant state or local funds. See BJA's JAG FAQs for examples of supplanting.

- Security Enhancements for Non-governmental Entities: JAG funds may not be used for security enhancement or equipment for non-governmental entities not engaged in criminal justice or public safety.

- Additional Restrictions: JAG funds may not be used to pay for any of the following items unless approved by the BJA Director: (A) vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters); (B) luxury items; (C) real estate; (D) construction projects (other than penal or correctional institutions); or (E) any similar matters.

  The use of BJA grant funds for unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV, is unallowable.

  See BJA's JAG FAQs and JAG Prohibited and Controlled Expenditure Guidance for more information.

Note: FDLE will not approve the purchase of trinkets such as hats, mugs, portfolios, t-shirts, coins, gift bags, etc., with grant funds. Additional cost elements FDLE will not approve include, but are not limited to: gift cards/certificates, bus/transportation passes, entertainment costs, etc.

Grant funds may NOT be used to pay for extended warranties, service agreements, contracts, etc., covering any periods that extend beyond the project end date. Funds may be prorated for services within the project period.

Project Adjustments: Retroactive (after-the-fact) approval of project adjustments or items not currently in the approved subaward will only be considered under extenuating circumstances. Subrecipients who incur costs prior to approval of requested adjustments do so at the risk of the items being ineligible for reimbursement under the award.

Other Restrictions Requiring Compliance, Certification, or Prior Approval

Methamphetamine Mitigation Plans

Any program that funds any portion of methamphetamine laboratory operations or clean-up must complete a Meth Mitigation Plan that includes the nine protective measures or components required by BJA. If an agency's application requests funding related to meth lab mitigation, review the BJA website related to NEPA compliance (including information regarding meth labs) and contact FDLE's Office of Criminal Justice Grants for further assistance.

Publications and Other Media

All media created, published, and/or altered using federal grant funds must be reviewed and approved by FDLE and/or BJA prior to release or distribution. This includes any curricula, training materials, brochures, or other written materials that will be published, including web-based materials and web site content, as well as all audio or video materials, including Public Service Announcements. Grantees must submit a draft of each proposed item to OCJG **no later than thirty (30) days prior** to the targeted dissemination date. For items containing videos, a transcript may be provided with screenshots or a description of the visual portion.

Any written, visual, or audio publications funded in whole or in part under this award, with the exception of press releases, must contain the following statements identifying the federal award:

> *"This project was supported by Award No. 15PBJA-23-GG-02972-MUMU awarded by the Bureau of Justice Assistance/Bureau of Justice Statistics. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."*

This requirement does not apply to the purchase or reproduction of existing materials or items created by other agencies or vendors, for example, crime prevention brochures, unless the subrecipient alters the item in any way. Neither does this requirement apply to items serving only to advertise an event or the availability of services. Please contact FDLE's grant's office with questions or to clarify the applicability of pre-approval requirements.

NEPA

Any improvement, building or construction project will require pre-approval to ensure compliance with the National Environmental Policy Act (NEPA). This may include relatively minor activities such as installing fence posts, security or surveillance cameras, or anchoring any item to the ground. If the grant will fund any activities that may fall under this requirement, review the subaward standard condition related to NEPA and the section of the BJA web site related to NEPA compliance and contact FDLE's grant's office for assistance.

Sole Source

If a subrecipient requests to procure goods or services by sole source to a single vendor, a sole source justification must be submitted to FDLE for approval prior to the obligation of grant funds. For a sole source procurement over the federal Standard Acquisition Threshold (SAT) of $250,000, written pre-approval must be obtained from both FDLE and DOJ. Subrecipients should submit the completed Sole Source Justification form with the application, or as soon as the procurement method is known.

Sole source approval applies to the amount of the total procurement, regardless of the amount of federal investment in the purchase. Before submitting a request for a sole source procurement, applicants should carefully review the conditions governing this type of procurement (see 2 C.F.R. § 200.320(f)).

Conference/Meeting/Training Costs

OJP policy and guidance encourages minimization of conference, meeting, and training costs; sets cost limits, which include a general prohibition of all food and beverage costs; and requires prior written approval of most conference, meeting, and training expenditures. Subawards requesting to use grant funds for meetings, trainings, or conferences may be required to complete and submit an OJP event submission form upon request from FDLE and/or OJP.

Duplication of Networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the recipient can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

Entry of Records into State Repositories

As appropriate and to the extent consistent with law, a condition will be imposed that would require the following: Any program or activity that receives federal financial assistance under JAG that is likely to generate court dispositions or other records relevant to NICS determinations, including any dispositions or records that involve any alien who is illegally in the United States (18 U.S.C. § 922(g)(5)(A), must have a system in place to ensure that all such NICS-relevant dispositions or records are made available in a timely fashion.

Body Armor (i.e., Ballistic Vests/Plate Carriers)

Body armor purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the following requirements are met:

- The body armor must have been tested and found to comply with the latest applicable National Institute of Justice ballistic or stab standards.
- The body armor purchased must be made in the United States.
- The body armor purchased with JAG funds must be "uniquely fitted vests," which means protective (ballistic or stab-resistant) armor vests that conform to the individual wearer to provide the best possible fit and coverage through a combination of: (1) correctly sized panels and carrier

determined through appropriate measurement and (2) properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features. Note that the requirement that body armor be "uniquely fitted" does not necessarily require body armor that is individually manufactured based on the measurements of an individual wearer.

A JAG subrecipient proposing to use FY23 funds to purchase body armor must provide FDLE with a Body Armor Mandatory Wear Policy Certification indicating each law enforcement agency receiving body armor has a written "mandatory wear" policy in effect. For more information, review the FAQs related to the mandatory wear policy and certifications.

Body Worn Camera (BWC) Purchases

JAG funds may be used to purchase equipment or to implement and/or enhance BWC programs. Subrecipients using JAG funds for BWC programs must certify the law enforcement agency receiving funds has policies and procedures in place relating to equipment use, data storage, privacy, victims, access, disclosure and training.

Any subrecipient intending to use grant funds for BWC-related expenses must provide FDLE with a BWC Certification. A subrecipient without policies and procedures in place at the time of application will have funds withheld until a certification is submitted. Information regarding BWC policies, resources and best practices can be found at: https://www.bja.gov/bwc.

DNA Testing of Evidentiary Materials and Upload of DNA Profiles to a Database

If JAG funds will be used for DNA testing of evidentiary materials, any resulting eligible profiles must be uploaded to the Combined DNA Index System (CODIS) by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other non-governmental DNA database without prior written approval from FDLE's grants office and BJA.

In addition, funds may not be used to purchase DNA equipment and supplies when the resulting DNA profiles from such technology are not acceptable for entry into CODIS.

Interoperable Communications

Subrecipients utilizing FY23 JAG funds to support emergency communications activities should review the most recent SAFECOM Guidance. This includes the purchase of interoperable communications equipment and technology such as voice-over-internet-protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) waiver order.

Additionally, to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, subrecipients are required to comply with DOJs Global Justice Information Sharing Initiative guidelines and recommendations. All subrecipients shall document planned approaches to information sharing and describe their compliance, or provide detailed justification for why an alternative approach is recommended.

Finally, JAG applicants proposing projects for interoperable communications should consider the use of First Responder Network Authority (FirstNet) Program. FirstNet's statutory mission is to take all actions necessary to ensure the establishment of a nationwide public safety broadband network (NPSBN). For more information, visit www.firstnet.gov.

Employment Eligibility Verification

Subrecipients must ensure that as part of the hiring process for any position that is or will be funded (in whole or in part) with award funds, the employment eligibility of the individual being hired is properly verified in accordance with the provisions of 8 U.S.C. 1324a(a)(1) and (2). The subrecipient may choose to participate in, and use E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the subrecipient entity uses E-Verify to confirm employment eligibility for each position funded through this award.

Subrecipient Civil Rights Training

In compliance with Office of Justice Programs (OJP) requirements, FDLE requires the subrecipients of its grants to complete a two-part Civil Rights Training and maintain copies of the training certificates within their grant file(s) for monitoring. Module 1 of the training provides a basic overview of the Office of Civil Rights (OCR) and discusses the civil rights compliance requirements for recipients (at any tier) of OJP Grant Funding. Module 2 discusses "special" civil rights related compliance requirements in addition to the ones described in Module 1. To complete these trainings, visit the OCJG Civil Rights Training for Grantees webpage.

Determination of Suitability to Interact with Participating Minors

Subrecipients, at any tier, who plan to use federal funds to partially or fully carry out activities under this award to benefit a set of individuals under 18 years of age must make determinations of suitability before certain individuals may interact with participating minors. Further information regarding this requirement is located on the OJP website https://www.ojp.gov/funding/explore/interact-minors.

1. Any applicant using grant funds to benefit a set of individuals under 18 years of age must complete and submit the "Suitability to Work and/or Interact with Minors Certification."

2. Subrecipients must maintain and submit the "Suitability to Work and/or Interact with Minors Tracking Sheet."

Telecommunications and Video Surveillance Services or Equipment

In compliance with 2 C.F.R. 200.214, subrecipients are prohibited from entering into a contract or using federal funds to procure items from certain parties who are debarred, suspended or otherwise excluded from or ineligible for participation in federal assistance programs or activities. In addition, a prohibition on certain telecommunication and video surveillance services or equipment went into effect on August 13, 2020. In accordance with these requirements set out in 2 C.F.R. 200.216, subrecipients are prohibited from obligating funds to:

A. Procure or obtain;
B. Extend or renew a contract or procure or obtain;
C. Enter into a contract to procure or obtain equipment, services, or systems that use telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, produced by Huawei Technologies Company or ZTE Corporation (or a subsidiary or affiliate of such entities).

Applicants who intend to use grant funds to procure telecommunications, video surveillance services, or equipment must:

1. Complete and submit the "Telecommunications and Video Surveillance Services or Equipment Certification."

2. Provide documentation the manufacturer and vendor has not been suspended or debarred from receiving federal funds in SAM.gov prior to the drawdown of funds.

Task Force Training Requirement

The subrecipient agrees that within 120 days of award, each current member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete required online (internet-based) task force training which include; Executive Leadership, Task Force Commander Leadership and Management, Safeguarding Privacy, Civil Rights, and Civil Liberties in Task Force Operations, Methamphetamine Investigative Management, available through BJA's web site and the Center for Task Force Integrity and Leadership (www.centf.org), and Criminal Intelligence Systems Operating Policies (28 CFR Part 23) that can be accessed three ways:

1. Regional Information Sharing Systems (RISS) members may access the training through the secure RISS portal. Instructions may be found here: https://28cfr.ncirc.gov/documents/Accessing_28CFRPart23_training_RISS.pdf.

2. Members with a secure account through the Federal Bureau of Investigation's (FBI) Law Enforcement Enterprise Portal (LEEP) may log in to LEEP to access the training. Instructions may be found here: https://28cfr.ncirc.gov/documents/Accessing_28CFRPart23_training_LEEP.pdf.

3. If your agency was previously provided with a preauthorization code, you may register for the training using that code by selecting the "LOG IN or SIGN UP" menu button located on the top left side of the home page. Enter your email address and password, then select "Preauthorization Registration."

All current and new task force members are required to complete this training once during the life of the award, or once every four years if multiple awards include this requirement. This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability.

When FDLE awards funds to support a task force, the subrecipient must compile and maintain a task force personnel roster along with course completion certificates. Additional information is available regarding this required training and access methods via BJA's web site and the Center for Task Force Integrity and Leadership (www.centf.org).

State and Federal Transparency

Subaward agreements and information supplied to FDLE for grant management and payment purposes will be used to report to the following mandatory state and federal transparency systems:

Florida Accountability and Contract Tracking System (FACTS)
This grant agreement, all corresponding information and a copy of the grant document, is provided to FACTS to meet requirements under Chapter 2013-54 and 2013-154 Laws of Florida.

Exemption from FACTS
Please be aware, in the event that your agency's submission contains confidential and/or exempt information prohibited from public dissemination under Florida's Public Records Law, Chapter 119, Florida Statutes, the subrecipient agency bears the responsibility for applying proper redactions. Otherwise, any and all records submitted may be released without redactions.

Federal Funding Accountability and Transparency Act (FFATA)
The Federal Funding Accountability and Transparency Act (FFATA) was signed on September 26, 2006, with the intent to empower every American with the ability to hold the government accountable for each spending decision. The end result is to reduce wasteful spending in the government. The FFATA legislation requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is USASpending.gov. FDLE is required to report subaward data to FFATA as well.

Application Instructions and Deadline

Failure to follow application instructions may result in the incursion of a special condition at the time of award.

In order to apply, an application must be submitted through FDLE's new electronic grant system (AmpliFund) by **11:59 PM EST on Friday, June 14, 2024.** No extensions of this deadline will be permitted.

Please see **Appendix A: Application Timeline** for other important dates.

Application Requirements

Applications submitted under this solicitation must adhere to federal, state and program specific requirements.

For FY23, subrecipients will be required to complete the following documents at the time of application; failure to do so may result in the withholding of funds until items are received.

Subaward Management Capabilities and Compliance Questionnaire
All applicants are required to complete the Subaward Management Questionnaire, and submit to OCJG with their application. FDLE will use this form to validate a subrecipient's eligibility to apply, receive, and maintain a federal JAG subaward. Additionally, this validation will allow FDLE to expedite the monitoring process and ensure all subrecipients comply with program requirements.

Lobbying, Debarment and Drug Free Workplace Certification
Subrecipients are not permitted to use federal funds, directly or indirectly, in support of any lobbying activity. A subrecipient receiving or requesting an award exceeding $100,000 must certify compliance with this requirement.

Additionally, a person/agency that is debarred, suspended, declared ineligible or is voluntarily excluded is prohibited from receiving federal funds under this grant program. All subrecipients must certify the subgrantee organization, and any vendor or lower tiered subrecipient, is eligible to receive these funds.

In compliance with the Drug-Free Workplace Act of 1988, state agencies applying for federal grant funding under this program must certify compliance with establishing and maintaining a drug-free work environment.

Failure to submit the "Lobbying, Debarment and Drug Free Workplace Certification" to FDLE with the application may result in a withholding of funds condition on the subaward until the requirement is satisfied.

Contractual Services Subrecipient vs. Contractor Determination
Subrecipients utilizing funds in the Contractual Services budget category must adhere to the subcontracting requirements below. All subrecipients should review the "OJP Subaward vs. Procurement Toolkit" for information regarding the two types of subcontracting.

1. Any applicant using grant funds in the Contractual Services budget category must complete and submit a "Subrecipient vs. Contractor Determination Checklist" for each contracted services item to FDLE with the application.

2. The application must contain detailed information regarding the type of subcontracting (subrecipient or contractor) and the method of procurement for the subcontract.

3. An applicant proposing to enter into a subrecipient contracting relationship must request approval to subaward in the grant application and be able to adhere to and document compliance with requirements and provisions for pass-through entities in 2 C.F.R. §200.332.

4. Applicants entering into a contractor relationship must adhere to the local unit of government's written procurement policies and procedures to the extent they are consistent with or more stringent than the procurement standards outlined in 2 C.F.R. § 200.318-327.

Law Enforcement Agency Training Information
Any law enforcement agency receiving funds under a JAG subaward must submit performance accountability metrics data for the **2023 calendar year** related to training on: use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public. These metrics will be collected via questionnaire from FDLE's grants office and reported to BJA's Performance Management Tool (PMT).

Death in Custody Reporting
In FY19, OCJG began collecting data regarding in-custody deaths, in accordance with the Death in Custody Reporting Act (DCRA), which requires states and federal law enforcement agencies to report certain information to the Attorney General regarding the death of any person during interactions with law enforcement officers or while in custody. For the purposes of this requirement, a reportable death is **any** death – including deaths attributed to suicide, accident, or natural causes – that occurred during interactions with law enforcement personnel or while the decedent was in custody, under supervision or under the

jurisdiction of a state or local law enforcement or correctional agency, such as a jail or prison.

As a requirement of the state's Edward Byrne Memorial Justice Assistance Grant (JAG) award, Each quarter, subrecipients must submit the Death in Custody Questionnaire identifying all reportable deaths occurring in their jurisdictions during the reporting period. Information to be provided will include:

- The decedent's first, middle, and last name, gender, race, ethnicity, and year of birth
- The date, time, and location of the death
- Type of facility in which the death occurred
- Date of facility admission/arrest
- The law enforcement or correctional agency involved
- Manner of death
- Brief description of circumstances of death

We recognize that all of the requested information may not be available at the time of reporting. Please provide as much information as possible for each reported death.

Standard Conditions

The standard conditions provide detailed compliance requirements for subrecipients upon signed acceptance of the subaward. It is imperative all persons involved with this subaward read the standard conditions. Failure to comply with the provisions outlined in the standard conditions may result in project costs being disallowed.

Appendix A
Application Timeline

June 29, 2023	Florida received notice of final state JAG appropriation from U.S. Department of Justice.
August 16, 2023	FDLE Office of Criminal Justice Grants (OCJG) submitted the final State of Florida application for FY23 Byrne JAG funding.
September 28, 2023	Florida accepted the state's FY23 federal JAG award.
April 15, 2024	OCJG released JAGD subgrant solicitation on the department's website; Notification emails sent to chief officials.
June 14, 2024	Deadline to submit applications in FDLE's electronic grants management system (AmpliFund).

Appendix B
Application Checklist

What Each Applicant Should Do – Pre-Application

- ☐ Acquire or renew a Unique Entity Identifier (UEI) Number
- ☐ Acquire or renew registration with SAM.gov
- ☐ Obtain an *EEO Certification* via EEO Reporting Tool
- ☐ Read the FDLE subaward Special Conditions and DOJ Grants Financial Guide

Additional Requirements

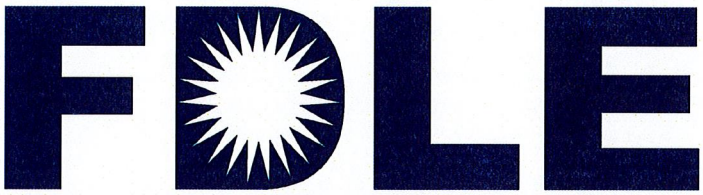
- ☐ Complete a Sole Source Justification form for sole source purchases of $250,000 or more (if applicable)
- ☐ Complete the Subaward Management Questionnaire (all applicants)
- ☐ Complete a Lobbying, Debarment and Drug Free Workplace Certification (for state agencies and local units of government, if applicable)
- ☐ Complete a Subrecipient vs. Contractor Determination Checklist for each cost element requested in the Contracted Services budget category
- ☐ Complete a Third-Party Contract Compliance Checklist (if applicable)
- ☐ Complete a Third-Party Subaward Compliance Checklist (if applicable)
- ☐ Complete a Body Armor Mandatory Wear Policy Certification (if applicable)
- ☐ Complete a Confidential Funds Certification (if applicable)
- ☐ Complete Suitability to Work and/or Interact with Minors Certifications (if applicable)
- ☐ Complete Suitability to Work and/or Interact with Minors Tracking Sheet (if applicable)
- ☐ Complete Telecommunications and Video Surveillance Services or Equipment Certification (if applicable)

Appendix C
FY23 JAGD County Allocation

County	Municipality	Amount		County	Municipality	Amount
ALACHUA	Alachua City	$3,003		**LEE**	Sanibel	$1,000
	High Springs	$1,000		**LEVY**	Cedar Key	$1,000
BAKER	Baker County	$4,180			Chiefland	$1,000
BAY	Lynn Haven	$2,219			Williston	$1,000
	Mexico Beach	$1,000		**LIBERTY**	Liberty County	$1,000
	Parker	$1,000		**MADISON**	Madison City	$1,000
	Springfield	$3,148		**MANATEE**	Bradenton Beach	$1,000
BRADFORD	Bradford County	$1,000			Holmes Beach	$1,000
	Lawtey	$1,000			Longboat Key	$1,000
	Starke	$2,580			Palmetto	$4,799
BREVARD	Cocoa Beach	$3,220		**MARION**	Belleview	$2,333
	Indialantic	$1,000			Dunnellon	$1,208
	Indian Harbor Beach	$1,188		**MARTIN**	Jupiter Island	$1,000
	Melbourne Beach	$1,000			Sewall's Point	$1,000
	Rockledge	$4,159			Stuart	$4,128
	Satellite Beach	$1,000		**MONROE**	Key West	$5,739
	West Melbourne	$4,469		**NASSAU**	Fernandina Beach	$1,424
BROWARD	Coconut Creek	$7,741		**OKALOOSA**	Crestview	$7,173
	Cooper City	$3,705			Fort Walton Beach	$5,532
	Hillsboro Beach	$1,000			Niceville	$1,000
	Lauderdale-By-The-Sea	$1,260			Shalimar	$1,000
	Lighthouse Point	$2,147			Valparaiso	$1,000
	Margate	$8,051		**OKEECHOBEE**	Okeechobee City	$2,260
	Parkland	$2,157		**ORANGE**	Belle Isle	$1,000
	Pembroke Park	$2,374			Eatonville	$1,497
	Seminole Tribe	$6,059			Edgewood	$1,000
	Southwest Ranches	$2,033			Maitland	$3,365
	West Park	$3,912			Oakland	$1,000
	Weston	$3,540			Windermere	$1,000
	Wilton Manors	$5,264			Winter Park	$7,968
CALHOUN	Calhoun County	$1,000		**OSCEOLA**	St. Cloud	$7,204
	Altha	$1,000		**PALM BEACH**	Atlantis	$1,000
	Blountstown	$1,000			Gulf Stream	$1,000
CHARLOTTE	Punta Gorda	$2,952			Highland Beach	$1,000
CLAY	Green Cove Springs	$1,909			Hypoluxo	$1,000
	Orange Park	$2,013			Juno Beach	$1,000
COLLIER	Marco Island	$1,218			Jupiter Inlet Colony	$1,000
	Naples	$3,065			Lake Clarke Shores	$1,000
MIAMI-DADE	Aventura	$10,000			Lake Park	$6,626
	Bal Harbour	$1,000			Lantana	$5,284
	Bay Harbor Islands	$1,000			Manalapan	$1,000
	Biscayne Park	$1,000			Mangonia Park	$2,952
	Coral Gables	$10,000			North Palm Beach	$1,000
	Cutler Bay	$9,578			Ocean Ridge	$1,000
	Doral	$10,000			Pahokee	$2,384

MIAMI-DADE	El Portal	$1,000		**PALM BEACH**	Palm Beach	$1,352
Cont.	Golden Beach	$1,000		**Cont.**	Palm Beach Gardens	$10,000
	Hialeah Gardens	$5,068			Palm Beach Shores	$10,000
	Key Biscayne	$10,000			Royal Palm Beach	$7,452
	Medley	$10,000			South Bay	$1,197
	Miami Lakes	$4,706			South Bay Beach	$1,000
	Miami Shores	$5,862			Tequesta Village	$1,000
	Miami Springs	$4,717			Wellington Village	$5,739
	Miccosukee Tribe	$1,466		**PASCO**	Dade City	$3,499
	North Bay Village	$1,342			Port Richey	$1,848
	Palmetto Bay	$5,573			Zephyrhills	$5,666
	Pinecrest	$4,727		**PINNELLAS**	Belleair	$1,000
	South Miami	$4,923			Belleair Beach	$1,000
	Sunny Isles Beach	$2,436			Belleair Bluffs	$1,000
	Surfside	$1,362			Dunedin	$4,428
	Sweetwater	$1,271			Gulfport	$3,922
	Virginia Gardens	$1,000			Indian Rocks Beach	$1,000
	West Miami	$1,000			Indian Shores	$1,000
DESOTO	Arcadia	$1,507			Kenneth City	$1,000
DIXIE	Dixie County	$2,260			Madeira Beach	$1,455
	Cross City	$1,000			North Redington Beach	$1,000
DUVAL	Atlantic Beach	$3,117			Oldsmar	$2,178
	Neptune Beach	$1,383			Redington Beaches	$1,000
FLAGLER	Bunnell	$1,187			Safety Harbor	$2,498
	Flagler Beach	$1,000			St. Pete Beach	$2,188
FRANKLIN	Franklin County	$2,508			Seminole City	$3,912
	Apalachicola	$1,000			South Pasadena	$1,000
	Carrabelle	$1,000			Tarpon Springs	$4,717
GADSDEN	Gadsden County	$3,117			Treasure Island	$2,591
	Chattahoochee	$1,538		**POLK**	Auburndale	$5,739
	Gretna	$1,000			Bartow	$4,810
	Havana	$1,000			Davenport	$1,000
	Midway	$1,000			Haines City	$4,624
	Quincy	$1,000			Lake Alfred	$1,000
GILCHRIST	Gilchrist County	$1,000			Lake Hamilton	$1,000
	Trenton	$1,000			Lake Wales	$3,034
GLADES	Glades County	$1,300		**PUTNAM**	Crescent City	$1,000
GULF	Gulf County	$2,260			Interlachen	$1,000
	Port St. Joe	$1,000			Palatka	$6,275
HAMILTON	Hamilton County	$2,487			Welaka	$1,000
	Jasper	$1,000		**ST. JOHNS**	St. Augustine	$5,501
	Jennings	$1,000			St. Augustine Beach	$1,000
	White Springs	$1,000		**SANTA ROSA**	Gulf Breeze	$1,000
HARDEE	Hardee County	$3,685			Milton	$1,404
	Bowling Green	$1,000		**SARASOTA**	Venice	$3,736
	Wauchula	$1,197		**SEMINOLE**	Lake Mary	$2,364
HENDRY	Clewiston	$2,054			Longwood	$3,086
HERNANDO	Brooksville	$2,859			Oviedo	$3,086
HIGHLANDS	Lake Placid	$1,000			Winter Springs	$3,623
	Sebring	$4,830		**SUMTER**	Center Hill	$1,000

HILLSBOROUGH	Temple Terrace	$5,728			Webster	$1,000
HOLMES	Holmes County	$2,198			Wildwood	$2,291
	Bonifay	$1,000		**SUWANNEE**	Live Oak	$3,169
INDIAN RIVER	Fellsmere	$1,000		**TAYLOR**	Taylor County	$2,818
	Sebastian	$1,817			Perry	$4,263
	Vero Beach	$2,931		**UNION**	Union County	$1,383
JACKSON	Graceville	$1,000		**VOLUSIA**	Daytona Beach Shores	$10,000
	Marianna	$2,601			Edgewater	$4,211
	Sneads	$1,000			Holly Hill	$2,818
JEFFERSON	Jefferson County	$2,364			Lake Helen	$1,000
	Monticello	$1,000			New Smyrna Beach	$5,501
LAFAYETTE	Lafayette County	$1,000			Orange City	$6,234
LAKE	Astatula	$1,000			Ponce Inlet	$1,000
	Clermont	$7,276			Port Orange	$10,000
	Eustis	$4,428			South Daytona	$2,260
	Fruitland Park	$1,528		**WAKULLA**	Wakulla County	$5,192
	Groveland	$2,188		**WALTON**	Walton County	$7,916
	Howey-in-the-Hills	$1,000			Defuniak Springs	$2,209
	Lady Lake	$1,641		**WASHINGTON**	Washington County	$1,414
	Mascotte	$2,126			Chipley	$1,579
	Minneola	$1,000				
	Mount Dora	$5,109			**TOTAL**	**$635,459**
	Tavares	$2,580				
	Umatilla	$1,000				



Water Tower Park and City Hall Surveillance

Prepared by City of West Park
for Florida Department of Law Enforcement JAG23 - Direct

Submitted by Carol Aubrun

Submitted on 08/19/2024 5:04 PM Eastern Standard Time

Opportunity Details

Opportunity Information

Title
JAG23 - Direct

Description
This opportunity is available to select state agencies who receive annual appropriations under Florida's Justice Assistance Grant (JAG) Program.

Awarding Agency Name
U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance Make Viewable to Applicants

Agency Contact Phone
850-617-1250

Agency Contact Email
criminaljustice@fdle.state.fl.us

Subjects
Edward Byrne Memorial Justice Assistance Grant (JAG), JAG - Direct (JAGD)

Manager
Krista Sanders

Additional Users

Opportunity Posted Date
4/14/2024

Announcement Type
Initial Announcement

Assistance Listings Number
16.738

Public Link
https://www.gotomygrants.com/Public/Opportunities/Details/2a7b3bce-8d1f-4bb3-8d8c-83e548f0eb6d

Is Published
Yes

Funding Information

Opportunity Funding
$635,459.00

Funding Sources
Federal Or Federal Pass Through

Award Information

Award Period
Ends 09/30/2026

Award Type

Non Competitive

Indirect Costs Allowed
Yes

Matching Requirement
No

Submission Information

Submission Window
04/15/2024 12:00 AM - 06/28/2024 11:59 PM

Submission Timeline Type
One Time

Eligibility Information

Eligibility Type
Private

Eligible Applicants

- County Governments
- City or township governments
- Native American tribal governments (Federally recognized)

Additional Eligibility Information
Eligible applicants are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior.

Additional Information

Additional Information URL
https://www.fdle.state.fl.us/Grants/Home.aspx

Additional Information URL Description
This site contains information regarding the various programs, funding opportunities, and forms managed by the Office of Criminal Justice Grants. Contact information and additional resources can also be found on this site.

Project Information

Application Information

Application Name
Water Tower Park and City Hall Surveillance

Award Requested
$3,912.00

Total Award Budget
$3,912.00

Primary Contact Information

Name
Carol Aubrun

Email Address
caubrun@cityofwestpark.org

Address
1965 South State Road 7
West Park, FL 33023

Phone Number
954+ 9892688 ext. 211

Project Description

JAG Program - Project Summary

Applicant and Award Information

NEW REQUIREMENT: Applicant Organization

Due to restrictions in functionality, OCJG is requiring the Applicant User's organization to match the Eligible Recipient's organization. The organization listed below your name at the top of the screen MUST match the name of the Eligible Recipient you are creating this application for.

- **If you are registered with the Eligible Recipient organization: close the application window, switch profiles in AmpliFund, and click on the application link again to apply.**
- **If you are not registered with the Eligible Recipient organization: contact the assigned grant manager at the Eligible Recipient's organization and instruct them to apply. If the Eligible Recipient does not have a dedicated grant manager: you may need to contact them and ask to be added to their organization's profile. Contact your assigned OCJG grant manager for more information.**

Eligible Recipients of JAG Funds

Eligible recipients are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior. The eligible recipient cannot be a police department, sheriff's office, or other division of a unit of local government.

Enter the name of the Eligible Recipient.
City of West Park

Is the Eligible Recipient a State Agency (i.e. Department of Corrections or other State of Florida agency)?
○ Yes
◉ No

In which county is the Eligible Recipient located?
Broward

What is the Eligible Recipient's SAM Unique ID number (UEI)?
[redacted]

Upload a copy of the Eligible Recipient's active SAM registration below.
SAM Registration CITY OF WEST PARK [redacted] MD23 in the U.S. Government's System for Award Management 2024.pdf

NEW REQUIREMENT: E-Verify

Section 448.095, Florida Statutes, went into effect on July 1, 2023. All State of Florida agencies, including FDLE, are required to verify award recipients are registered with and use the E-Verify system. Eligible Recipients who are not registered with E-Verify will NOT be eligible for JAG funds. Applicants may use E-Verify's Employer Search Tool to verify their agency is registered.

Is the Eligible Recipient registered as a participating employer in the E-Verify System?

◉ Yes
○ No (award cannot be issued until registered)

Payment Information

What is the Eligible Recipient's FEID number (FLAIR Vendor ID)?

[redacted]

Project Information

Project Period and Reporting Frequency

NOTE: Projects must be at least six months in length. The final length of the project period will be determined at the time of award approval. No projects will extend past the federal award end date.

Desired Start Date of the Project

10/1/2023

Desired End Date of the Project

6/30/2025

Please select your desired reporting frequency for submitting payment requests AND performance reporting.

Quarterly

Performance Activity Area

Select the activity below that best aligns with the activities to be performed under this award. Refer to OCJG's Activity Area Definitions guide for more information.

Select the appropriate activity area for this project.

○ 01 - Law Enforcement
○ 02 - Crime Lab/Forensics
◉ 03 - Crime Prevention
○ 04 - Prosecution
○ 05 - Public Defense
○ 06 - Courts
○ 07 - Corrections
○ 08 - Community Corrections
○ 09 - Reentry Services
○ 10 - Behavioral Health
○ 11 - Assessment/Evaluation
○ 12 - Crime Victim/Witness

Problem Identification

PID1: Describe the problems, issues, or concerns this funding will address and describe why this project is a priority for your organization.

The City of West Park has experienced verbal threats, vandalism and break-ins. The Water Tower Park and City Hall are essential to our community. The City of West Park has been experiencing an increase in visitors and activities at these two (2) important public facilities. Both of these facilities are frequently visited by high volumes of patrons. In addition, they are within low-to-moderate income areas that have experienced criminal activities such as theft, vandalism, fightiing, etc. The City has experienced threats, theft, vandalism, and much more. In addition, there has been the potential for physical altercations. While our goal is to provide public safety, we are unable to do so without

some grant funding assitance. We need the procument, purchase and installation of the video survellance cameras and equipment that will be installed on existing equipment. Once completed, this will help deter crime and capture any criminal activity. In the event that crime does happen, we will have immediate footage. The video surveillance cameras and equipment will be installed on existing infrastructure, and there will be no impact to any historical structures.

PID2: What actions are your organization currently taking to help address the problems/issues/concerns described above?

The City has been in contact with our policing authority, which is the Broward Sheriff' Office (BSO). We have placed calls to them and have documented incidents that we have been experiencing. We are in need of the Cameras and DVR (package system) that can record and provide footage to law enforcement. Our law enforcement provider would be able to have 24/7 access.

PID3: Is this project a continuation from the previous year or other federal funding source?

○ Yes
◉ No

Scope of Work

Personnel

Will you be using funds to support personnel costs (FTE, OPS, etc. – not including overtime)?

○ Yes
◉ No

Overtime

Will you be using funds to support overtime pay?

○ Yes
◉ No

Travel and Training

Will you be using funds to support travel and/or training costs?

○ Yes
◉ No

Equipment and/or Supplies

Will you be using funds to support the purchase of equipment and/or supplies?

◉ Yes
○ No

Definitions

***Equipment* is defined as any item that will be assigned a property tag and routinely inventoried or tracked (as per your agency's property management policies). These items are typically assigned to an individual and/or location in a property management system. Examples include: computers, laptops, weapons, or other items exceeding your agency's OCO threshold. All other items are considered *Supplies* for the purposes of this award.**

Briefly describe the items to be purchased and how they are critical to addressing the problem described above.

The Water Tower Park and City Hall Surveillance project will entail the purchase and installation of Cameras and DVR system equipment. The Cameras and DVR system equipment will be used to capture footage of any events (vandalism, theft, physical altercation, criminal activities, etc.). The Broward Sheriff's Office (BSO) will have 24/7 access to fottage. The equipment will help deter crime and will provide evidence if any crime takes place at either of the two (2) locations). We will puchase video surveillance cameras and DVR system for our facilities. We are seeking installation and purchase of Wireless access point; DVR, Internal hard drive, and IP Cameras which will be sold as a

bundle. These items will be configure to allow us to view activities that would take place at Water Tower Park and City Hall. The service fee will be a one-time fee for configuration set up for one (1) day.

Will any of the items procured under this award be transferred to another entity upon receipt (i.e., a County is purchasing an item for a local Police Department)?

○ Yes (a special condition will be added to the award)
◉ No

Method of Procurement

If any item described above will not be purchased via non-competitive procurement or state-term/alternate source contract, OCJG must ensure quotes and/or bids are obtained as defined by your agency's procurement policy or federal policy. This documentation must be maintained on file and provided to OCJG upon request at the time of reimbursement or monitoring.

Sole Source Rules and Limitations

The use of non-competitive procurement methods (i.e. sole source) for grant-funded purchases is strongly discouraged. However, there are three scenarios in which sole source is allowable:

1. **The item or service is only available from one source. This does not mean a particular brand name of a product justifies a sole source, it is the item itself. For example, procuring electronic control devices cannot be a sole source because these less-lethal devices are available to purchase from Taser International and various other vendors. NOTE: Vendor sole source letters are not sufficient justification for noncompetitive purchases.**
2. **A public emergency exists that will result in harmful delays if formal competition is required. This requires official written declaration of the public emergency by an authorized official (i.e. President, Governor, Mayor, etc.). The ability to purchase non-competitively under a declaration of public emergency expires when the written declaration expires.**
3. **Inadequate competition was noted after soliciting a number of sources. Documentation of the solicitations from each source must be maintained to support the non-competitive procurement.**

Applicants who plan to utilize grant funds for non-competitive procurement MUST complete an OCJG Sole Source Justification Approval form for pre-approval by OCJG. Sole source purchases in excess of $250,000 require OCJG to submit a GAM to DOJ for federal pre-approval. Additional information may be required by your OCJG grant manager.

Your OCJG grant manager will inform you if your sole source request has been pre-approved. If your sole source request is not pre-approved by OCJG and/or DOJ, quotes and/or bids must be obtained and provided to OCJG as required by your organization's procurement policy. This documentation must be maintained on file and provided to OCJG prior to reimbursement or at the time of monitoring. Sole source justification provided after the purchase has already been made will not be accepted.

Are any items being procured non-competitively (i.e. sole source)?

○ Yes
◉ No

State-Term or Alternate Source Contracts

State-Term Contracts: Recipients utilizing these types of contracts must provide the Florida State-Term Contract number at the time of application (if known).

Alternate Source Contracts: Federal procurement regulations allow for grant-funded items to be piggybacked off of existing contracts with other entities. This is known as "alternate source" contracting and is often used by OCJG recipients. Recipients utilizing an alternate source contract are required to describe the contract and provide the contract number (if known).

If the contract number is not known at the time of application, it must be provided at the time of reimbursement.

Are any items being procured from an existing Florida State-Term Contract?

○ Yes
◉ No

Are any items being procured from any other Alternate Source Contract (GSA, NASPO, piggybacking existing contract, etc.).

○ Yes
◉ No

Third-Party Services

Will you be using funds to support third-party services (consulting services, contractual services, and/or subawards)?

○ Yes
◉ No

At the time of monitoring, the pass-through entity (the Recipient) is required to:

(1) Submit copies of the third-party subrecipient's EEO Certification and EEO Plan/Approval Letter (if applicable) to OCJG. The recipient is responsible for ensuring their third-party subrecipient is compliant with all Equal Employment Opportunity (EEO) Program requirements for the life of the subaward.

(2) Provide a completed "Third-Party Subaward Risk Assessment" for each executed agreement to OCJG.

(3) Provide documentation of monitoring and performance for their third-party subrecipient by completing the "Third-Party Monitoring Questionnaire".

(4) Provide documentation of the third-party subrecipient's compliance with E-Verify requirements as specified in Section 448.095, F.S.

Indirect Costs

Federal recipients may elect to use a portion of funding for indirect costs.

Will you be using funds to support indirect costs?

○ Yes
◉ No

Other Costs

Award funds will NOT be used to pay for any service that extends beyond the start or end dates of the project. This includes but is not limited to: extended warranties, data storage subscriptions, annual licensing fees, service and maintenance agreements, utilities, installation costs, on- or off-site training, rental agreements, etc. Reimbursement will be prorated for services that occur within the project period only.

Will you be using funds to support "other" costs not captured in any of the categories above?

◉ Yes
○ No

Briefly describe the other costs and how they are critical to addressing the problem described above. Provide estimated dates of service for all subscriptions, extended warranties, service agreements, etc.

The only cost that will be associated with the Water Tower Park and City Hall Surveillance project will be for the direct purchase and installation of the equipment. There will not be any other costs. The Bundle will include the following:

UBNT-LOCOOM5-US

NanoStation LocoM5, 13dBi. 150+ Mbps, 10+km 2 190.00 380.00

UBNNT-SERVICE

Ubiquiti Service Fee (airMAX pairing) 2 90.00 180.00

LTD8432M-ST

TVI-P 8MP DVR 32ch+32ch IP Alarm/Audio/VGA/HDMI1,

HDMI2, UL,1.5U Case Supports 4xHDD@12TB - Pt 3Yr - 5 IN 1 1 1,579.00 1,579.00

DHWDD10PURZ

WD Purple 1TB Surveillance Hard Disk Drive,

5400 RPM Class SATA 6 Gb/s 64MB Cache 3.5

Inch 2 164.99 329.98

LTCIMIP1042W-28MA

IP-P TURRET 4MP 2.8mm H265+ WDR IP67 PoE

MSDCard Slot, Built-in microphone 5 197.99 989.95

Labor Configuration 454.00 454.00

Program Generated Income (PGI)

Grant-funded activities may generate revenues for the recipient organization. Examples of program income activities include but are not limited to: asset seizures/forfeitures, registration/tuition fees collected from hosted events, interest earned on advance award funds, membership fees, court-ordered attorney's fees, and fees/fines for failed drug tests. All program income must be accounted for, reported, and expended in accordance with Section 3.4 of the DOJ Grants Financial Guide.

Will any proposed grant activities generate Program Income?

- ○ Yes (a special condition will be added to the award)
- ◉ No

JAG Pre-Approvals

BJA has provided guidance regarding prohibited and controlled expenditures. A guide for expenditures made during or after Federal Fiscal Year 2023 may be found here: FY23 Prohibited Expenditures

A separate guide exists for expenditures made during Federal Fiscal Year 2015 through Fiscal Year 2022: FY15-FY22 Prohibited Expenditures

See BJA's JAG FAQs for more information on the approval process. OCJG grant managers will review the application and seek more information for any items that may require BJA pre-approval.

JAG Program - Grant Contact Information

Recipient Grant Manager Contact Information

This individual serves as a primary point-of-contact and is responsible for:

- **ensuring the project is progressing on time and promptly notifying their FDLE grant manager of any delays;**
- **overseeing all programmatic and financial reporting; and**
- **ensuring overall compliance with the grant agreement.**

GM Name (First Last)
Carol Aubrun

GM Title
Programs & Services Manager

GM Address 1
1965 South State Road 7

GM Address 2

GM City
West Park

GM State
FL

GM Zip Code+4 (XXXXX-XXXX)
33023-6733

GM Phone Number (XXX-XXX-XXXX)
954-989-2688

GM Email Address
caubrun@cityofwestpark.org

Chief Official Contact Information

This individual is the agency head for the eligible recipient.

The eligible recipient for the JAG program is a state agency or unit of local government. Examples of Chief Officials may include: Chairperson, Mayor, Executive Director, Secretary, Commissioner, etc.

CO Name (First Last)
Felicia Brunson

CO Title
Mayor

CO Address 1
1965 South State Road 7

CO Address 2

CO City
West Park

CO State
FL

CO Zip Code+4 (XXXXX-XXXX)
33023-6733

CO Phone Number (XXX-XXX-XXXX)
954-989-2688

CO Email Address
Fbrunson@cityofwestpark.org

Will the Chief Official be designating another individual to execute agreements on their behalf?
○ Yes
◉ No

Chief Financial Officer (CFO) Contact Information

This individual is responsible for the recipient's accounting system, financial management, and certifying claim reports submitted for payment.

CFO Name (First Last)
Christopher Wallace

CFO Title
Finance Director

CFO Address 1
1965 South State Road 7

CFO Address 2

CFO City
West Park

CFO State
FL

CFO Zip Code+4 (XXXXX-XXXX)
33023-6733

CFO Phone Number (XXX-XXX-XXXX)
954-903-0712

CFO Email Address
munilytics@mac.com

Additional Grant Contact

Is there an additional grant point-of-contact (POC) you wish to add to the grant file?
○ Yes
◉ No

JAG Program - Certifications & Forms

Forms/Certifications Required for All Applicants

Lobbying, Debarment, and Drug Free Workplace

All recipients are required to complete and upload a Lobbying, Debarment, and Drug Free Workplace Certification. A separate certification must be signed for EACH application.

Upload the completed certification below.

Lobbying-Debarment-and-Drug-Free-Certification_Rev Sept 2023.pdf

Subrecipient Management Questionnaire

All recipients are required to complete and upload a Subrecipient Management Questionnaire (SMQ) with their application. This form is used to help evaluate the recipient organization's existing internal controls related to the management of federal grant funds. OCJG will utilize this form as a "risk assessment" to determine the appropriate level of monitoring (desk or onsite) for the award.

Additional supporting documentation may be required, such as a Single Audit Certification. Refer to the checklist on page 6 of the completed SMQ for more information.

Upload the completed SMQ form below.

SMQ CWP 2024.pdf

Upload additional supporting documentation to accompany your completed SMQ, such as a Single Audit Certification or updated procurement policy.

Procurement Policy - Effective 11.07.05 - City of West Park.pdf

Equal Employment Opportunity (EEO)

Civil Rights Training

As a condition of the federal JAG award, OCJG requires all recipients (and subrecipients) to complete a two part Civil Rights Training and provide copies of the training certificates upon request. To access the training, please visit our Civil Rights Training for Grantees webpage. At a minimum, the recipient grant manager must complete the training. These certificates do not expire and may be utilized for future awards.

Have you completed the Civil Rights Training for Grantees modules?

- ◉ Yes
- ○ No (a condition will be added to award)

Upload copy of Civil Rights Training for Grantees certificates for the individual designated as Recipient Grant Manager.

Civil Rights Trainings CMA 2023.pdf

EEO Certification (EEOC)

All recipients are required to submit an EEO Certification (EEOC) annually.

OJP's Office for Civil Rights now requires all recipients to obtain EEO Certification via their online EEO Reporting Tool. As a result, the PDF certification is no longer valid. OCJG will continue to accept these forms on a temporary basis, however, digital EEO Certifications obtained from OCR must be obtained and provided at the time of monitoring.

Upload completed EEO Certification below.
EeopVerification_FY2023_Subrecipient_18-JUL-2024 WAB.pdf

Answer the following questions to determine if your agency is required to submit an EEO Plan (Utilization Report) to DOJ's Office of Civil Rights:

Does your organization have 50 employees or more?
- ○ Yes
- ◉ No

No Plan Required (less than 50 employees)

Based on your response, you are not required to submit an EEO Plan/Utilization Report to DOJ. You may move to the next section.

Project Specific Certifications

Ballistic Vests

Recipients proposing the use of grant funds to procure ballistic vests or plate carriers must ensure the vests are American-made, ordered to fit the user, and are compliant with NIJ Ballistic/Stab Standards. In addition, recipients purchasing routine-duty body armor must complete the Ballistic Vests (Mandatory Wear) Certification with their application.

Does this application propose the use of grant funds for ballistic vests?
- ○ Yes (a condition will be added to award)
- ◉ No

Body Worn Cameras

Recipients proposing the use of grant funds to procure body worn camera equipment and supplies must complete the Body Worn Camera Policy Certification with their application.

NOTE: Grant funds will only reimburse for licensing, data storage, and warranties during the project period. If costs extend past the project period, they will be pro-rated from the date of purchase.

Does this application propose the use of grant funds for body cameras?
- ○ Yes (a condition will be added to award)
- ◉ No

Telecommunications and Video Surveillance Services and/or Equipment

Recipients proposing the use of grant funds to procure telecommunications and/or video surveillance equipment and/or services must complete a TVS Certification with their application. For more information on this requirement, please review the FAQs and the training posted to OCJG's webpage. Examples of TVS equipment include but are not limited to: cameras/webcams, DVR's, computers/laptops, servers, televisions, monitors, "smart" boards, and radios.

Does this application propose the use of grant funds for telecommunications or video surveillance services and/or

equipment?

◉ Yes (a condition will be added to award)
○ No

Upload a completed TVS Certification below.

Telecommunications-and-Video-Surveillance-Services.pdf

Suitability to Work With Minors (SWIM)

Recipients OR subrecipients (at any tier) who plan to use grant funds for activities that involve working with or interacting with minors (individuals under the age of 18), must provide a Suitability to Work and/or Interact with Minors Certification (SWIMC). For more information, review the training session posted on our website and the condition language on OJP's website.

Does this application's project, as described in the scope of work, indicate ANY activities may involve working with, or interacting with, minors?

○ Yes (a condition will be added to award)
◉ No

Confidential Funds

Recipients proposing the use of grant funds to support confidential fund activities must complete the Confidential Funds Certification with their application. Additionally, recipients must have written policies and procedures to ensure confidential funds are managed in accordance with federal guidelines. Agencies who do not have a written policy may consider formalizing and adopting polices based off of the sample policy provided on our website.

Does this application propose the use of grant funds to support confidential fund activities?

○ Yes
◉ No

Task Force Activities

Recipients proposing to use funds to support task force personnel, overtime, equipment, or contracted positions must provide a task force personnel roster at the time of application. In addition, the recipient is responsible for ensuring all task force members complete the required BJA Center for Task Force Integrity and Leadership online training courses once every four years. Certificates of completion for each member on the roster must be provided to OCJG at the time of application. If any task force members have not completed the training or have expired certificates, valid certificates must be provided to OCJG within 90 days of award.

Does this application propose the use of grant funds to support task force personnel, overtime, equipment, or contracted positions?

○ Yes (a condition will be added to award)
◉ No

National Environmental Policy Act (NEPA)

NEPA requirements apply to any federal project (including grants) that might have a significant impact on the quality of the human environment. The following projects require OCJG to obtain approval from BJA's NEPA coordinator:

Projects involving construction, expansion, or renovation of existing facilities. This includes ANY project that

involves ground disturbing activities such as the installation of a fence or pole. Site planning documentation such as maps, photos, plans, renderings, etc. will be required.

Projects involving the use of chemicals, such as while processing forensic evidence.

These projects will be reviewed by the NEPA coordinator to ensure they are not located within or will potentially affect any of the following: a 100-year flood plain; a wetland; important farmland; a proposed or listed endangered or threatened species; a proposed or listed critical habitat; a property that is listed or eligible for listing on the National Register of Historic Places; an area within an approved State Coastal Zone Management Program; a coastal barrier or a portion of a barrier within the Coastal Barrier Resources System; a river or portion of a river included in or designated for potential addition to the Wild and Scenic Rivers System; a designated or proposed Wilderness Area; a sole source aquifer recharge area designated by the EPA; nearby religious or cultural sites; nearby minority, indigenous, low-income, or other sensitive populations. In addition, the NEPA coordinator will evaluate the impact the project may have on noise pollution, and review recipient protocols for the handling of hazardous waste, solid waste, and uncontrolled air emissions (if applicable to the project).

If the proposed project is affected, recipients must complete and upload a **BJA CATEX Checklist** at the time of application. Projects involving "minor renovation or remodeling" are excluded from NEPA requirements, but additional documentation may be required by your OCJG grant manager to reach this determination.

Any expenses incurred prior to NEPA approval are spent "at risk". If BJA denies the request, NEPA-related expenses will not be eligible for reimbursement.

Refer to **BJA's NEPA Guidance** document for more information.

Does this application propose the use of grant funds for construction, expansion, or renovation projects, or a project involving the use of chemicals (EXCLUDING meth lab operations)?

- ○ Yes (a withholding of funds condition will be added to the award)
- ◉ No

Methamphetamine Laboratory Operations

Recipients with projects relating to clandestine meth lab operations, including their identification, seizure, or closure (i.e. clean-up), must provide copy of their agency's Methamphetamine Mitigation Plan to OCJG. The plan will be submitted to BJA to ensure it complies with NEPA requirements. Any expenses incurred prior to BJA approval are spent "at risk". If BJA denies the request expenses related to meth lab operations will not be eligible for reimbursement.

Does this application propose the use of grant funds for the identification, seizure, or closure (clean up) of a clandestine meth lab?

- ○ Yes (a withholding of funds condition will be added to the award)
- ◉ No

Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Total Budgeted
D. Equipment		
Cameras and DVR System	$3,278.00	$3,278.00
Subtotal	**$3,278.00**	**$3,278.00**
H. Other Costs		
Cameras and DVR System	$634.00	$634.00
Subtotal	**$634.00**	**$634.00**
Total Proposed Cost	**$3,912.00**	**$3,912.00**

Revenue Budget

	Grant Funded	Total Budgeted
Grant Funding		
Award Requested	$3,912.00	$3,912.00
Subtotal	**$3,912.00**	**$3,912.00**
Total Proposed Revenue	**$3,912.00**	**$3,912.00**

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

D. Equipment

List each NON-EXPENDABLE item to be purchased. Expendable items should be included in the supplies category. Each line item description MUST detail the calculation (unit price and quantity) used to arrive at the funded amount. EXAMPLE: 3 PC/Tablets @ $1,500 each (including associated peripherals such as case, keyboard, docking station, etc.) = $4,500.

Cameras and DVR System

The Water Tower Park and City Hall Surveillance project will enatil video surveillance cameras and DVR system. Wireless Access Point Point 1@ $180.00 DVR 1@ $1,579.00 Internal har drive 1 @ $329.98 IP Cameras bundle for $1,189.02

H. Other Costs

List items by type (i.e. rent, utilities, janitorial or security services, maintenance agreements, software subscriptions, training registrations, etc.). Each line item description MUST detail the calculation used to arrive the funded amount.

Cameras and DVR System

These fees will be used for labor time to labor and configuration with one time serviec fee. Service fee 1 @ $180.00
Labor & configuration 1 @ $454.00

Category	Item Type	Name	Non-Grant	Grant-Func	Cash Matcl	In-Kind Ma	Other Func	Direct Cost
D. Equipme	Non Persor	Cameras ar	No	$3,278.00	$0.00	$0.00	$0.00	$3,278.00
H. Other Cc	Non Persor	Cameras ar	No	$634.00	$0.00	$0.00	$0.00	$634.00

Narrative Attachments

The Water Tower Park and City Hall Surveillance project will entail video surveillance cameras and DVR s
These fees will be used for labor time to labor and configuration with one time serviec fee. Service fee 1

;ystem. Wireless Access Point Point 1@ $180.00DVR 1@ $1,579.00Internal hard drive 1 @ $329.98IP C;
. @ $180.00Labor & configuration 1 @ $454.00

ameras bundle for $1,189.02

Verification of EEOP Reporting Requirement

Compliance with Equal Employment Opportunity Program (EEOP) Requirements

Organization Name:	City of West Park	**UEI:**	[redacted]
Address:	1965 South State Road 7 West Park FL 33023	**Classification | Type:**	Government Non-Law Enforcement | County/Municipal Government
Contact Name:	W. Ajibola Balogun	**Contact Title:**	City Manager
Contact Email:	abalogun@cityofwetpark.org	**Contact Phone:**	954-989-2688
Number of Employees:	Less Than 50	**Single Largest Grant:**	Less Than $25,000
Recipient Type:	Subrecipient	**DBA:**	

Declaration Claiming Exemption from the EEO Program Utilization Report Completion Requirement

The following exemptions apply:

Number of Employees: Less Than 50
Single Largest Grant: Less Than $25,000

I, **W. Ajibola Balogun**, (authorized official) verify that **City of West Park** (organization) is not required to prepare an EEO Program Utilization Report during **2023** (fiscal year) for the reason(s) checked above, pursuant to 28 C.F.R. Section 42.302. I further verify that **City of West Park** (organization) will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

W. Ajibola Balogun	*W. Ajibola Balogun*	18-Jul-2024
Print or Type Name and Title	*Signature*	*Date*

From:	donotreply@sam.gov
To:	Carol Aubrun
Cc:	Carol Aubrun
Subject:	Registration Activated for CITY OF WEST PARK / [redacted] / 6MD23 in the U.S. Government"s System for Award Management (SAM.gov)
Date:	Friday, March 1, 2024 7:45:46 AM

Carol Aubrun,

The registration for CITY OF WEST PARK / [redacted] / 6MD23 is now active in the U.S. federal government's System for Award Management (SAM.gov). If you did not provide a Commercial and Government Entity (CAGE) Code during the registration process, one has been assigned to you by the Defense Logistics Agency (DLA) CAGE Program.

To remain eligible to do business with the federal government, you must renew your entity's registration in SAM.gov every year. The annual renewal date for the registration is 2025-02-27 12:05:19.492.

You may invite additional users to manage or review your entity registration by following these steps:

1. Go to the SAM.gov website and sign in
2. On your Workspace page, scroll down to the "User Directory"
3. Enter the email address of the user you want to invite and select the email address from the list
4. On the next page, select the "Assign Role" button in the top right corner of the page
5. On the assign role page, follow the instructions provided and then select "Send Invitation" at the bottom of the page
6. The user will be notified

All invitees will receive an email message from SAM.gov with instructions on how to complete the process.

Remember, it is free to register in SAM.gov. Get free help at SAM.gov in the "Help" section and at the Federal Service Desk (FSD) where you will find SAM.gov user guides, quick start guides, helpful hints, videos, and frequently asked questions. If you are going through entity validation at SAM.gov for the first time and have questions, visit this list of FAQs.

In addition, if you are located in the U.S. and its outlying areas, you can get FREE support from your local APEX Accelerator (formerly known as PTAC), an official resource for government contracting assistance. Go to https://www.apexaccelerators.us to find your closest office.

Do not reply to this auto-generated email.

This email was sent from Production.

CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT

SIGNATURE

Carol M. Aubrun

PRINTED NAME

HAS SUCCESSFULLY COMPLETED THE

CIVIL RIGHTS
MODULE 1: OJP CIVIL RIGHTS GRANTS REQUIREMENTS OVERVIEW TRAINING

03/22/2023

COMPLETION DATE

FLORIDA DEPARTMENT OF LAW ENFORCEMENT
OFFICE OF CRIMINAL JUSTICE GRANTS

CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT

SIGNATURE

Carol M. Aubrun

PRINTED NAME

HAS SUCCESSFULLY COMPLETED THE

CIVIL RIGHTS
MODULE 2: "SPECIAL" OJP CIVIL RIGHTS REQUIREMENTS TRAINING

03/22/2023

COMPLETION DATE

FLORIDA DEPARTMENT OF LAW ENFORCEMENT
OFFICE OF CRIMINAL JUSTICE GRANTS

RESOLUTION NO. 2024-45

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO SUBMIT A FISCAL YEAR 2023 FLORIDA DEPARTMENT OF LAW ENFORCEMENT EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT APPLICATION FOR THE PURCHASE AND INSTALLATION OF ADDITIONAL SURVEILLANCE CAMERAS AND A DVR SYSTEM AT WATER TOWER PARK AND CITY HALL; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Florida Department of Law Enforcement ("FDLE") has received a grant award from the United States Department of Justice for Federal Fiscal Year 2023; and

WHEREAS, the City of West Park ("City") has submitted an application for funding assistance to the Edward Byrne Memorial Justice Assistance Grant Direct program in the amount of Three Thousand Nine Hundred Twelve Dollars ($3,912.00); and

WHEREAS, the purpose of the desired grant funds from FDLE is to facilitate the purchase and installation of additional state of the art surveillance cameras and a DVR system at Water Tower Park and City Hall; and

WHEREAS, the surveillance cameras and DVR system will be used to deter criminal activity and provide security; and

WHEREAS, the City Commission of the City of West Park ('City Commission") deems the purchase and installation of surveillance cameras and a DVR system at Water Tower Park and City Hall to be vitally important to the residents of the City; and

WHEREAS, the due date for application submission for the grant funds to FDLE is on June 14, 2024; and

WHEREAS, the City Commission, desires to authorize the City Administrator to submit an application for funding assistance for the Edward Byrne Memorial Justice Assistance Grant Direct program from FDLE for the purpose of purchasing and installing surveillance cameras and a DVR system at Water Tower Park and City Hall.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Authorization of the City Administrator. The City Commission of the City of West Park hereby authorizes the City Administrator to submit an application for funding assistance to the Edward Byrne Memorial Justice Assistance Grant program from the Florida Department of Law Enforcement for the purpose of purchasing and installing additional surveillance cameras and a DVR system at Water Tower Park and City Hall. The City Administrator is further authorized to take all necessary and expedient action to effectuate the intent of this Resolution.

Section 3. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and **ADOPTED** this 15th day of May 2024.

Felicia M. Brunson, Mayor

ATTEST:

Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

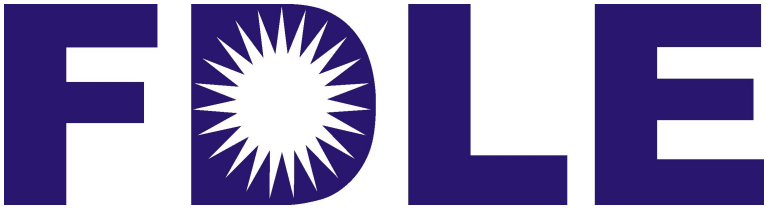
Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: COMMISSIONER TOUCHSTONE

Seconded by: VICE MAYOR SMITH

VOTE:

Commissioner Price	✓ (Yes)	____ (No)
Commissioner J. Smith	Stepped out (Yes)	____ (No)
Commissioner Touchstone	✓ (Yes)	____ (No)
Vice-Mayor B. Smith	✓ (Yes)	____ (No)
Mayor Brunson	✓ (Yes)	____ (No)



Prepared by City of West Park
for Florida Department of Law Enforcement JAG23 - Direct

Primary Contact:

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Opportunity Details

Opportunity Information

Title
JAG23 - Direct

Description
This opportunity is available to select state agencies who receive annual appropriations under Florida's Justice Assistance Grant (JAG) Program.

Awarding Agency Name
U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance Make Viewable to Applicants

Agency Contact Phone
850-617-1250

Agency Contact Email
criminaljustice@fdle.state.fl.us

Subjects
Edward Byrne Memorial Justice Assistance Grant (JAG), JAG - Direct (JAGD)

Opportunity Posted Date
4/14/2024

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Announcement Type
Initial Announcement

Assistance Listings Number
16.738

Public Link
https://www.gotomygrants.com/Public/Opportunities/Details/2a7b3bce-8d1f-4bb3-8d8c-83e548f0eb6d

Is Published
Yes

Funding Information

Total Program Funding
$635,459.00

Funding Sources
Federal Or Federal Pass Through

Award Information

Award Period
Ends 09/30/2026

Award Type
Non Competitive

Indirect Costs Allowed
Yes

Matching Requirement

No

Submission Information

Submission Window

04/15/2024 12:00 AM - 06/14/2024 11:59 PM

Submission Timeline Type

One Time

Eligibility Information

Eligibility Type

Private

Eligible Applicants

- County Governments
- City or township governments
- Native American tribal governments (Federally recognized)

Additional Eligibility Information

Eligible applicants are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior.

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Additional Information

Additional Information URL

https://www.fdle.state.fl.us/Grants/Home.aspx

Additional Information URL Description

This site contains information regarding the various programs, funding opportunities, and forms managed by the Office of Criminal Justice Grants. Contact information and additional resources can also be found on this site.

Project Information

Application Information

Application Name

Award Requested

Total Award Budget

$0.00

Primary Contact Information

Name

Email Address

abalogun@cityofwestpark.org

Address

3501 SW 56the Ave
West Park, Florida 33023-6842

Phone Number

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Project Description

JAG Program - Project Summary

Applicant and Award Information

NEW REQUIREMENT: Applicant Organization

Due to restrictions in functionality, OCJG is requiring the Applicant User's organization to match the Eligible Recipient's organization. The organization listed below your name at the top of the screen MUST match the name of the Eligible Recipient you are creating this application for.

- **If you are registered with the Eligible Recipient organization: close the application window, switch profiles in AmpliFund, and click on the application link again to apply.**
- **If you are not registered with the Eligible Recipient organization: contact the assigned grant manager at the Eligible Recipient's organization and instruct them to apply. If the Eligible Recipient does not have a dedicated grant manager: you may need to contact them and ask to be added to their organization's profile. Contact your assigned OCJG grant manager for more information.**

Eligible Recipients of JAG Funds

Eligible recipients are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior. The eligible recipient cannot be a police department, sheriff's office, or other division of a unit of local government.

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Enter the name of the Eligible Recipient.

Is the Eligible Recipient a State Agency (i.e. Department of Corrections or other State of Florida agency)?

- ◯ Yes
- ◯ No

In which county is the Eligible Recipient located?

Select an item...

In which county is the Eligible Recipient located?

State Agency

What is the Eligible Recipient's SAM Unique ID number (UEI)?

Upload a copy of the Eligible Recipient's active SAM registration below.

NEW REQUIREMENT: E-Verify

Section 448.095, Florida Statutes, went into effect on July 1, 2023. All State of Florida agencies, including FDLE, are required to verify award recipients are registered with and use the E-Verify system. Eligible Recipients who are not registered with E-Verify will NOT be eligible for JAG funds. Applicants may use E-Verify's Employer Search Tool to verify their agency is registered.

Is the Eligible Recipient registered as a participating employer in the E-Verify System?

- ◯ Yes
- ◯ No (award cannot be issued until registered)

Payment Information

What is the Eligible Recipient's FEID number (FLAIR Vendor ID)?

What is the State Agency's FLAIR account number?

Project Information

Project Period and Reporting Frequency

NOTE: Projects must be at least six months in length. The final length of the project period will be determined at the time of award approval. No projects will extend past the federal award end date.

Desired Start Date of the Project

Select an item...

Desired End Date of the Project

Select an item...

Please select your desired reporting frequency for submitting payment requests AND performance reporting.

Select an item...

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Performance Activity Area

Select the activity below that best aligns with the activities to be performed under this award. Refer to OCJG's Activity Area Definitions guide for more information.

Select the appropriate activity area for this project.

- ◯ 01 - Law Enforcement
- ◯ 02 - Crime Lab/Forensics
- ◯ 03 - Crime Prevention
- ◯ 04 - Prosecution
- ◯ 05 - Public Defense
- ◯ 06 - Courts
- ◯ 07 - Corrections
- ◯ 08 - Community Corrections
- ◯ 09 - Reentry Services
- ◯ 10 - Behavioral Health
- ◯ 11 - Assessment/Evaluation
- ◯ 12 - Crime Victim/Witness

Problem Identification

PID1: Describe the problems, issues, or concerns this funding will address and describe why this project is a priority for your organization.

PID2: What actions are your organization currently taking to help address the problems/issues/concerns described above?

PID3: Is this project a continuation from the previous year or other federal funding source?

- ◯ Yes
- ◯ No

PID4: Provide the previous award number, project period, and describe the activities completed under the previous award.

Scope of Work

Personnel

Will you be using funds to support personnel costs (FTE, OPS, etc. – not including overtime)?

- ◯ Yes
- ◯ No

Briefly describe the responsibilities and duties of each position and how the position(s) are critical to addressing the problem described above.

Select the appropriate response(s) below:

- ☐ The position(s) included in the application are new positions.
- ☐ The position(s) included in the application were previously funded from another source.
- ☐ The position(s) included in the application would be eliminated in the absence of award funding.

Upload documentation (i.e. letters, meeting minutes, etc.) to support selection(s) above.

Does your organization have a written pay policy?

- ◯ Yes
- ◯ No (a withholding of funds condition will be added to the award)

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Upload a copy of the pay policy below.

Will fringe benefits associated with the grant-funded position(s) be charged to the award?

- ◯ Yes
- ◯ No

Overtime

Will you be using funds to support overtime pay?

- ◯ Yes
- ◯ No

Briefly describe the overtime activities to be conducted and how they are critical to addressing the problem described above.

Does your organization have a written overtime policy?

- ◯ Yes
- ◯ No (a withholding of funds condition will be added to the award)

Upload a copy of your organization's overtime policy.

Will fringe benefits associated with the grant-funded overtime be charged to the award?

- ◯ Yes
- ◯ No

Travel and Training

Will you be using funds to support travel and/or training costs?

- ◯ Yes
- ◯ No

Select the appropriate response below:

- ◯ Requesting funds for travel only.
- ◯ Requesting funds for training only.
- ◯ Requesting funds for both travel and training.

Briefly describe the purpose of the travel and/or training and how it is critical to addressing the problem described above. Include information such as the number of training registrations, number of travelers, dates of travel, destination, etc. If dates or location are TBD, add a sentence stating such.

Does your organization have a written travel policy?

- ◯ Yes
- ◯ No (a special condition will be added to the award)

Does your organization have a written travel policy?

- ◯ Yes
- ◯ No (a special condition will be added to the award)

Upload a copy of your organization's travel policy.

Upload a copy of your organization's travel policy.

Applicant organization does not have a written travel policy.

In absence of a written organizational travel policy, recipients of federal funds must adhere to the provisions of 2 CFR 200.475 regarding travel costs. Federal GSA rates can be found at the following website: https://www.gsa.gov/travel/plan-book/per-diem-rates

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Applicant organization does not have a written travel policy.

In absence of a written organizational travel policy, recipients of federal funds must adhere to the provisions of 2 CFR 200.475 regarding travel costs. Federal GSA rates can be found at the following website: https://www.gsa.gov/travel/plan-book/per-diem-rates

Equipment and/or Supplies

Will you be using funds to support the purchase of equipment and/or supplies?

- ◯ Yes
- ◯ No

Definitions

***Equipment* is defined as any item that will be assigned a property tag and routinely inventoried or tracked (as per your agency's property management policies). These items are typically assigned to an individual and/or location in a property management system. Examples include: computers, laptops, weapons, or other items exceeding your agency's OCO threshold. All other items are considered *Supplies* for the purposes of this award.**

Briefly describe the items to be purchased and how they are critical to addressing the problem described above.

Will any of the items procured under this award be transferred to another entity upon receipt (i.e., a County is purchasing an item for a local Police Department)?

- ◯ Yes (a special condition will be added to the award)
- ◯ No

Method of Procurement

If any item described above will not be purchased via non-competitive procurement or state-term/alternate source contract, OCJG must ensure quotes and/or bids are obtained as defined by your agency's procurement policy or federal policy. This documentation must be maintained on file and provided to OCJG upon request at the time of reimbursement or monitoring.

Sole Source Rules and Limitations

The use of non-competitive procurement methods (i.e. sole source) for grant-funded purchases is strongly discouraged. However, there are three scenarios in which sole source is allowable:

1. **The item or service is only available from one source. This does not mean a particular brand name of a product justifies a sole source, it is the item itself. For example, procuring electronic control devices cannot be a sole source because these less-lethal devices are available to purchase from Taser International and various other vendors. NOTE: Vendor sole source letters are not sufficient justification for noncompetitive purchases.**
2. **A public emergency exists that will result in harmful delays if formal competition is required. This requires official written declaration of the public emergency by an authorized official (i.e. President, Governor, Mayor, etc.). The ability to purchase non-competitively under a declaration of public emergency expires when the written declaration expires.**
3. **Inadequate competition was noted after soliciting a number of sources. Documentation of the solicitations from each source must be maintained to support the non-competitive procurement.**

Applicants who plan to utilize grant funds for non-competitive procurement MUST complete an OCJG Sole Source Justification Approval form for pre-approval by OCJG. Sole source purchases in excess of $250,000 require OCJG to submit a GAM to DOJ for federal pre-approval. Additional information may be required by your OCJG grant manager.

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Your OCJG grant manager will inform you if your sole source request has been pre-approved. If your sole source request is not pre-approved by OCJG and/or DOJ, quotes and/or bids must be obtained and provided to OCJG as required by your organization's procurement policy. This documentation must be maintained on file and provided to OCJG prior to reimbursement or at the time of monitoring. Sole source justification provided after the purchase has already been made will not be accepted.

Are any items being procured non-competitively (i.e. sole source)?

- ◯ Yes
- ◯ No

Does the total cost of any single sole source procurement (regardless of the amount of grant funding being utilized) exceed $250,000?

- ◯ Yes (a withholding of funds condition will be added to the award)
- ◯ No

Upload completed sole source justification form(s).

State-Term or Alternate Source Contracts

State-Term Contracts: Recipients utilizing these types of contracts must provide the Florida State-Term Contract number at the time of application (if known).

Alternate Source Contracts: Federal procurement regulations allow for grant-funded items to be piggybacked off of existing contracts with other entities. This is known as "alternate source" contracting and is often used by OCJG recipients. Recipients utilizing an alternate source contract are required to describe the contract and provide the contract number (if known).

If the contract number is not known at the time of application, it must be provided at the time of reimbursement.

Are any items being procured from an existing Florida State-Term Contract?

- ◯ Yes
- ◯ No

Provide the Florida State-Term Contract number(s) below.

Are any items being procured from any other Alternate Source Contract (GSA, NASPO, piggybacking existing contract, etc.).

- ◯ Yes
- ◯ No

Provide a brief description of the contract and the contract number.

Third-Party Services

Will you be using funds to support third-party services (consulting services, contractual services, and/or subawards)?

- ◯ Yes
- ◯ No

Briefly describe the purpose and importance of the third-party services each vendor will provide, the name of the chosen vendor, and how their services are critical to addressing the problem described above. If a vendor has NOT been chosen: describe the purpose and importance of the desired services and an anticipated date of vendor selection.

Third-Party Relationship Determinations

Applicants must complete a Third Party Determination Checklist for EACH selected third-party vendor/provider. If a vendor has not been selected: enter "TBD" as the Third Party Name and answer according to the services that will be provided.

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Upload a completed "Third Party Determination Checklist" for EACH proposed third-party vendor/service.

NEW REQUIREMENT: Third-Party E-Verify

Section 448.095, Florida Statues, requires Recipients to verify ALL third-party contractors/vendors are registered with and use the E-Verify system. Recipients may use E-Verify's Employer Search Tool to ensure each third-party contractor/vendor is registered. In addition, all third-party agreements must contain, or be amended to contain, language ensuring the vendor complies with E-Verify requirements. Withholding of Funds conditions will be added to the award until verification of compliance with this requirement is provided to OCJG.

Have you verified EACH third-party vendor is registered as a participating employer in the E-Verify system?

- ◯ Yes
- ◯ No (a withholding of funds condition will be added to the award)

Does EACH third-party agreement contain language requiring the third-party to utilize the E-Verify System?

- ◯ Yes
- ◯ No (a withholding of funds condition will be added to the award)

Third-Party Consultants

Did any of the determination checklists result in a CONSULTANT determination?

- ◯ Yes
- ◯ No

Do you have a signed/executed agreement or an approved purchase order for each third-party CONSULTANT named above?

- ◯ Yes
- ◯ No (a withholding of funds condition will be added to the award)

Upload your signed/executed third-party consulting agreements or approved purchase orders. All third-party agreements must contain, or be amended to contain, language ensuring the consultant complies with E-Verify requirements.

Consultant Rate Limits

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), limits the rate of pay for consultants to a maximum of $81.25 per hour, or $650 per day. Consultant rates above this threshold require pre-approval by DOJ's Office of Justice Programs. In order for OCJG to coordinate federal approval, Recipients must provide a completed Consultant Rate Justification Approval Form to OCJG.

OCJG will utilize this form to coordinate DOJ approval of the consultant rate. Failure to obtain approval for rates in excess of the federal threshold prior to expending funds is at the Recipient's risk. If the consultant rate is not approved by DOJ, costs in excess of $81.25 per hour, or $650 per day, will not be allowable for reimbursement.

Will any consultant rates of pay exceed $650/day or $81.25/hour?

- ◯ Yes (a withholding of funds condition will be added to the award)
- ◯ No

Upload a completed "Consultant Rate Justification Approval Form".

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Method of Procurement

If any consultant described above will not be procured via noncompetitive procurement or state-term/alternate source contracts, OCJG must ensure quotes and/or bids are obtained as defined by your agency's procurement policy or federal policy. This documentation must be maintained on file and provided to OCJG upon request at the time of reimbursement or monitoring.

Sole Source Rules and Limitations

The use of non-competitive procurement methods (i.e. sole source) for grant-funded consultants is strongly discouraged. However, there are three scenarios in which sole source is allowable:

1. **The item or service is only available from one source. This does not mean a particular brand name of a product justifies a sole source, it is the item itself. For example, procuring electronic control devices cannot be a sole source because these less-lethal devices are available to purchase from Taser International and various other vendors. NOTE: Vendor sole source letters are not sufficient justification for noncompetitive purchases.**
2. **A public emergency exists that will result in harmful delays if formal competition is required. This requires official written declaration of the public emergency by an authorized official (i.e. President, Governor, Mayor, etc.). The ability to purchase non-competitively under a declaration of public emergency expires when the written declaration expires.**
3. **Inadequate competition was noted after soliciting a number of sources. Documentation of the solicitations from each source must be maintained to support the non-competitive procurement.**

Applicants who plan to utilize grant funds for non-competitive procurement MUST complete an OCJG Sole Source Justification Approval form for pre-approval by OCJG. Sole source purchases in excess of $250,000 require OCJG to submit a GAM to DOJ for federal pre-approval. Additional information may be required by your OCJG grant manager.

Your OCJG grant manager will inform you if your sole source request has been pre-approved. If your sole source request is not pre-approved by OCJG and/or DOJ, quotes and/or bids must be obtained and provided

to OCJG as required by your organization's procurement policy. This documentation must be maintained on file and provided to OCJG prior to reimbursement or at the time of monitoring. Sole source justification provided after the purchase has already been made will not be accepted.

Are any third-party consultants being procured non-competitively (i.e. sole source)?

- ◯ Yes
- ◯ No

Does the total cost of the sole source procurement (regardless of the amount of grant funding being utilized) exceed $250,000?

- ◯ Yes (a withholding of funds condition will be added to the award)
- ◯ No

Upload completed sole source justification form(s).

State-Term or Alternate Source Contracts

State-Term Contracts: Recipients utilizing these types of contracts must provide the Florida State-Term Contract number at the time of application (if known).

Alternate Source Contracts: Federal procurement regulations allow for grant-funded items to be piggybacked off of existing contracts with other entities. This is known as "alternate source" contracting and is often used by OCJG recipients. Recipients utilizing an alternate source contract are required to describe the contract and provide the contract number (if known).

If the contract number is not known at the time of application, it must be provided at the time of reimbursement.

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Are any third-party consultants being procured from an existing Florida State-Term Contract?

- ◯ Yes
- ◯ No

Provide the Florida State-Term Contract number(s) below.

Are any third-party consultants being procured from any other Alternate Source Contract (GSA, NASPO, piggybacking existing contract, etc.)

- ◯ Yes
- ◯ No

Provide description of the contract and contract number.

Third-Party Contracts

Did any of the determination checklists result in a CONTRACTOR determination?

- ◯ Yes
- ◯ No

Do you have signed/executed agreements with each third-party CONTRACTOR?

- ◯ Yes
- ◯ No (a withholding of funds condition will be added to the award)

Upload a copy of the signed/executed agreement with EACH third-party contractor. All third-party agreements must contain, or be amended to contain, language ensuring the contractor complies with E-Verify requirements.

Applicants are required to complete and submit the "Third-Party Contract Compliance Checklist" for executed agreements with EACH third-party contractor.

Upload completed "Third-Party Contract Compliance Checklists" for each third-party agreement resulting in a CONTRACTOR determination below.

Method of Procurement

If any contractor described above will not be procured via one of the methods below, OCJG must ensure quotes and/or bids are obtained as defined by your agency's procurement policy or federal policy. This documentation must be maintained on file and provided to OCJG upon request at the time of reimbursement or monitoring.

Sole Source Rules and Limitations

The use of non-competitive procurement methods (i.e. sole source) for grant-funded contracts is strongly discouraged. However, there are three scenarios in which sole source is allowable:

1. **The item or service is only available from one source. This does not mean a particular brand name of a product justifies a sole source, it is the item itself. For example, procuring electronic control devices cannot be a sole source because these less-lethal devices are available to purchase from Taser International and various other vendors. NOTE: Vendor sole source letters are not sufficient justification for noncompetitive purchases.**
2. **A public emergency exists that will result in harmful delays if formal competition is required. This requires official written declaration of the public emergency by an authorized official (i.e. President, Governor, Mayor, etc.). The ability to purchase non-competitively under a declaration of public emergency expires when the written declaration expires.**
3. **Inadequate competition was noted after soliciting a number of sources. Documentation of the solicitations from each source must be maintained to support the non-competitive procurement.**

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Applicants who plan to utilize grant funds for non-competitive procurement MUST complete an OCJG Sole Source Justification Approval form for pre-approval by OCJG. Sole source purchases in excess of $250,000 require OCJG to submit a GAM to DOJ for federal pre-approval. Additional information may be required by your OCJG grant manager.

Your OCJG grant manager will inform you if your sole source request has been pre-approved. If your sole source request is not pre-approved by OCJG and/or DOJ, quotes and/or bids must be obtained and provided to OCJG as required by your organization's procurement policy. This documentation must be maintained on file and provided to OCJG prior to reimbursement or at the time of monitoring. Sole source justification provided after the purchase has already been made will not be accepted.

Are any third-party contracts being procured non-competitively (i.e. sole source)?

- ◯ Yes
- ◯ No

Does the total cost of the sole source procurement (regardless of the amount of grant funding being utilized) exceed $250,000?

- ◯ Yes (a withholding of funds condition will be added to the award)
- ◯ No

Upload completed sole source justification form(s).

State-Term or Alternate Source Contracts

State-Term Contracts: Recipients utilizing these types of contracts must provide the Florida State-Term

Contract number at the time of application (if known).

<u>Alternate Source Contracts:</u> Federal procurement regulations allow for grant-funded items to be piggybacked off of existing contracts with other entities. This is known as "alternate source" contracting and is often used by OCJG recipients. Recipients utilizing an alternate source contract are required to describe the contract and provide the contract number (if known).

If the contract number is not known at the time of application, it must be provided at the time of reimbursement.

Are any third-party contracts being procured from an existing Florida State-Term Contract?

- ◯ Yes
- ◯ No

Provide the Florida State-Term Contract number(s) below.

Are any third-party contracts being procured from any other Alternate Source Contract (GSA, NASPO, piggybacking existing contract, etc.).

- ◯ Yes
- ◯ No

Provide description of the contract and contract number.

Third-Party Subawards

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Did any of the determination checklists result in a SUBRECIPIENT determination?*

- ◯ Yes
- ◯ No

Does your organization have written policies that outline the requirements for procurement, management, and monitoring of tiered subawards made under a federal award?

- ◯ Yes
- ◯ No (a withholding of funds condition will be added to the award)

Upload a copy of your organization's policies and/or procedures for tiered subawards made under a federal award.

Do you have executed agreements with each third-party SUBRECIPIENT?

- ◯ Yes
- ◯ No (a withholding of funds condition will be added to the award)

Upload copies of your executed third-party subaward agreement(s). All third-party agreements must contain, or be amended to contain, language ensuring the subrecipient complies with E-Verify requirements.

Do any of the subaward agreements indicate the subrecipient will charge unit costs?

- ◯ Yes
- ◯ No

Provide justification for the use of unit costs, and briefly describe the items/services included in the agreement. These may include: salaries, fringe benefits, equipment, supplies, travel, third-party contracts, "other" costs, etc. Detailed calculations should be provided in a separate file to be uploaded below.

Upload a copy of the subrecipient's unit cost calculations.

Recipients who request federal funds for a third-party "SUBRECIPIENT" must meet the following requirements, as they are now considered a pass-through entity. For more information on the responsibilities associated with third-party subawards and your requirements as a pass-through entity,

please visit our Tiered Subrecipients webpage.

Upon execution of each Third-Party Agreement with a Subrecipient, the pass-through entity (the Recipient) is required to:**

(1) Submit a copy of the executed agreement to OCJG. All third-party agreements must contain, or be amended to contain, language ensuring the vendor complies with E-Verify requirements.

(2) Complete a "Third-Party Certificate of Subaward" for each executed agreement and submit a copy to OCJG. A copy of this form should be provided to the third-party subrecipient for their records.

(3) Submit documentation of the third-party subrecipient's active SAM registration to OCJG. The Recipient is responsible for ensuring their subrecipient is registered in SAM.gov and maintains an active registration for the life of the subaward.

****OCJG must have all of these items on file before payment requests for the third-party subrecipient will be approved.**

Upload completed "Third-Party Certificate of Subaward".

Upload active SAM registration for each third-party subrecipient.

At the time of monitoring, the pass-through entity (the Recipient) is required to:

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(1) Submit copies of the third-party subrecipient's EEO Certification and EEO Plan/Approval Letter (if applicable) to OCJG. The recipient is responsible for ensuring their third-party subrecipient is compliant with all Equal Employment Opportunity (EEO) Program requirements for the life of the subaward.

(2) Provide a completed "Third-Party Subaward Risk Assessment" for each executed agreement to OCJG.

(3) Provide documentation of monitoring and performance for their third-party subrecipient by completing the "Third-Party Monitoring Questionnaire".

(4) Provide documentation of the third-party subrecipient's compliance with E-Verify requirements as specified in Section 448.095, F.S.

Indirect Costs

Federal recipients may elect to use a portion of funding for indirect costs.

Will you be using funds to support indirect costs?

- ◯ Yes
- ◯ No

Which method of indirect cost allocation will you be using?

- ◯ De minimus rate (10%)
- ◯ Approved Indirect Cost Plan
- ◯ Other

Upload your approved Indirect Cost Plan.

Explain the method you will be using for indirect cost allocation that does not fall into the de minimus rate or an approved indirect cost plan.

Other Costs

Award funds will NOT be used to pay for any service that extends beyond the start or end dates of the project. This includes but is not limited to: extended warranties, data storage subscriptions, annual licensing fees, service and maintenance agreements, utilities, installation costs, on- or off-site training, rental agreements, etc. Reimbursement will be prorated for services that occur within the project period only.

Will you be using funds to support "other" costs not captured in any of the categories above?

- ◯ Yes
- ◯ No

Briefly describe the other costs and how they are critical to addressing the problem described above. Provide estimated dates of service for all subscriptions, extended warranties, service agreements, etc.

Program Generated Income (PGI)

Grant-funded activities may generate revenues for the recipient organization. Examples of program income activities include but are not limited to: asset seizures/forfeitures, registration/tuition fees collected from hosted events, interest earned on advance award funds, membership fees, court-ordered attorney's fees, and fees/fines for failed drug tests. All program income must be accounted for, reported, and expended in accordance with Section 3.4 of the DOJ Grants Financial Guide.

Will any proposed grant activities generate Program Income?

- ◯ Yes (a special condition will be added to the award)
- ◯ No

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If yes, please explain the expected source of the program income.

JAG Pre-Approvals

BJA has provided guidance regarding prohibited and controlled expenditures. A guide for expenditures made during or after Federal Fiscal Year 2023 may be found here: FY23 Prohibited Expenditures

A separate guide exists for expenditures made during Federal Fiscal Year 2015 through Fiscal Year 2022: FY15-FY22 Prohibited Expenditures

See BJA's JAG FAQs for more information on the approval process. OCJG grant managers will review the application and seek more information for any items that may require BJA pre-approval.

JAG Program - Grant Contact Information

Recipient Grant Manager Contact Information

This individual serves as a primary point-of-contact and is responsible for:

- **ensuring the project is progressing on time and promptly notifying their FDLE grant manager of any delays;**
- **overseeing all programmatic and financial reporting; and**
- **ensuring overall compliance with the grant agreement.**

GM Name (First Last)

GM Title

GM Address 1

GM Address 2

GM City

GM State

Select an item...

GM Zip Code+4 (XXXXX-XXXX)

GM Phone Number (XXX-XXX-XXXX)

GM Email Address

DRAFT

Chief Official Contact Information

This individual is the agency head for the eligible recipient.

The eligible recipient for the JAG program is a state agency or unit of local government. Examples of Chief Officials may include: Chairperson, Mayor, Executive Director, Secretary, Commissioner, etc.

CO Name (First Last)

CO Title

CO Address 1

CO Address 2

CO City

CO State

Select an item...

CO Zip Code+4 (XXXXX-XXXX)

CO Phone Number (XXX-XXX-XXXX)

CO Email Address

Will the Chief Official be designating another individual to execute agreements on their behalf?

- ◯ Yes
- ◯ No

If yes, upload written authorization of signature authority (i.e. letter, ordinance, charter, etc.)

Chief Financial Officer (CFO) Contact Information

This individual is responsible for the recipient's accounting system, financial management, and certifying claim reports submitted for payment.

CFO Name (First Last)

CFO Title

CFO Address 1

CFO Address 2

CFO City

CFO State

Select an item...

CFO Zip Code+4 (XXXXX-XXXX)

CFO Phone Number (XXX-XXX-XXXX)

CFO Email Address

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Additional Grant Contact

Is there an additional grant point-of-contact (POC) you wish to add to the grant file?

- ◯ Yes
- ◯ No

POC Name (First Last)

POC Title

POC Phone Number (XXX-XXX-XXXX)

POC Email Address

JAG Program - Certifications & Forms

Forms/Certifications Required for All Applicants

Lobbying, Debarment, and Drug Free Workplace

All recipients are required to complete and upload a Lobbying, Debarment, and Drug Free Workplace Certification. A separate certification must be signed for EACH application.

Upload the completed certification below.

Subrecipient Management Questionnaire

All recipients are required to complete and upload a Subrecipient Management Questionnaire (SMQ) with their application. This form is used to help evaluate the recipient organization's existing internal controls related to the management of federal grant funds. OCJG will utilize this form as a "risk assessment" to determine the appropriate level of monitoring (desk or onsite) for the award.

Additional supporting documentation may be required, such as a Single Audit Certification. Refer to the checklist on page 6 of the completed SMQ for more information.

Upload the completed SMQ form below.

Upload additional supporting documentation to accompany your completed SMQ, such as a Single Audit Certification or updated procurement policy.

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Equal Employment Opportunity (EEO)

Civil Rights Training

As a condition of the federal JAG award, OCJG requires all recipients (and subrecipients) to complete a two part Civil Rights Training and provide copies of the training certificates upon request. To access the training, please visit our Civil Rights Training for Grantees webpage. At a minimum, the recipient grant manager must complete the training. These certificates do not expire and may be utilized for future awards.

Have you completed the Civil Rights Training for Grantees modules?

- ◯ Yes
- ◯ No (a condition will be added to award)

Upload copy of Civil Rights Training for Grantees certificates for the individual designated as Recipient Grant Manager.

EEO Certification (EEOC)

All recipients are required to submit an EEO Certification (EEOC) annually.

OJP's Office for Civil Rights now requires all recipients to obtain EEO Certification via their online EEO Reporting Tool. As a result, the PDF certification is no longer valid. OCJG will continue to accept these forms on a temporary basis, however, digital EEO Certifications obtained from OCR must be obtained and provided at the time of monitoring.

Upload completed EEO Certification below.

Answer the following questions to determine if your agency is required to submit an EEO Plan (Utilization Report) to DOJ's Office of Civil Rights:

Does your organization have 50 employees or more?

- ◯ Yes
- ◯ No

No Plan Required (less than 50 employees)

Based on your response, you are not required to submit an EEO Plan/Utilization Report to DOJ. You may move to the next section.

Did your organization receive a single award of $25,000 or more from any U.S. Department of Justice grant program in the last fiscal year?

- ◯ Yes
- ◯ No

No Plan Required (Less than $25,000 in DOJ funding)

Based on your response, you are not required to submit an EEO Plan/Utilization Report to DOJ. You may move to the next section.

DRAFT

NEW EEOP REQUIREMENTS FOR 2023

Recipients with 50 employees or more who also receive $25,000 or more in funding from the U.S. Department of Justice (regardless of if it is passed through FDLE), must develop and submit an EEO Plan (which includes a Utilization Report) to DOJ's Office of Civil Rights (OCR) via their EEO Reporting Tool. Previously, recipients who received between $25,000 and $499,999 were asked to maintain a copy of their EEO Plan "on file". However, OCR is now requiring EEO Plans to be submitted electronically. These recipients will not receive an EEO Approval Letter, but will be spot-checked for compliance. OJP's Office for Civil Rights has published both an FAQ and an EEO Reporting Tool Job Aid to assist recipients with this process.

As a result of this policy, EEO-4's and internal EEO policies may no longer be utilized as proof of compliance. OCJG will continue to accept these documents on a temporary basis, however, proof of submission to OCR must be obtained and provided at the time of monitoring.

Based on your response, you are required to submit an EEO Utilization Report to OCR. Upload a copy of your most recently submitted Utilization Report below.

Answer the following question to determine if your agency is required to obtain an EEO Plan Approval Letter from DOJ's Office of Civil Rights:

Does your organization receive a single award of $500,000 or more from any U.S. Department of Justice grant program?

- ◯ Yes
- ◯ No

No approval letter required.

Based on your response, you are not required to obtain an EEO Approval Letter. You may move to the next

section.

EEO Plan Approval Letter

Recipients with 50 employees or more, who also receive $500,000 or more, are subject to the same EEO Plan requirements outlined above. However, OCR will review the submitted report for compliance and mail an approval letter if it meets all the necessary criteria. OCR may require edits to the report before it can be approved. OJP's Office for Civil Rights has published both an FAQ and an EEO Reporting Tool Job Aid to assist recipients with the EEO reporting process.

Upload a copy of your most recent EEO Approval Letter below.

Project Specific Certifications

Ballistic Vests

Recipients proposing the use of grant funds to procure ballistic vests or plate carriers must ensure the vests are American-made, ordered to fit the user, and are compliant with NIJ Ballistic/Stab Standards. In addition, recipients purchasing routine-duty body armor must complete the Ballistic Vests (Mandatory Wear) Certification with their application.

Does this application propose the use of grant funds for ballistic vests?

- ◯ Yes (a condition will be added to award)
- ◯ No

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Upload completed ballistic vest certification below.

Body Worn Cameras

Recipients proposing the use of grant funds to procure body worn camera equipment and supplies must complete the Body Worn Camera Policy Certification with their application.

NOTE: Grant funds will only reimburse for licensing, data storage, and warranties during the project period. If costs extend past the project period, they will be pro-rated from the date of purchase.

Does this application propose the use of grant funds for body cameras?

- ◯ Yes (a condition will be added to award)
- ◯ No

Upload completed body camera certification below.

Telecommunications and Video Surveillance Services and/or Equipment

Recipients proposing the use of grant funds to procure telecommunications and/or video surveillance equipment and/or services must complete a TVS Certification with their application. For more information on this requirement, please review the FAQs and the training posted to OCJG's webpage. Examples of TVS equipment include but are not limited to: cameras/webcams, DVR's, computers/laptops, servers, televisions, monitors, "smart" boards, and radios.

Does this application propose the use of grant funds for telecommunications or video surveillance services and/or equipment?

- ◯ Yes (a condition will be added to award)
- ◯ No

Upload a completed TVS Certification below.

Suitability to Work With Minors (SWIM)

Recipients OR subrecipients (at any tier) who plan to use grant funds for activities that involve working with or interacting with minors (individuals under the age of 18), must provide a Suitability to Work and/or Interact with Minors Certification (SWIMC). For more information, review the training session posted on our website and the condition language on OJP's website.

Does this application's project, as described in the scope of work, indicate ANY activities may involve working with, or interacting with, minors?

- ◯ Yes (a condition will be added to award)
- ◯ No

SWIM Exemption

Affected organizations (recipient or subrecipient) may claim exemption from the suitability to work and/or interact with minors process on page 2 of the SWIM Certification. Suitable justification for exemption must fall into one of the two following categories:

(a) All interactions with minors involve brief contact that is both unexpected and unintentional, such as might occur while handing out giveaway items at a community event, or when a postal carrier delivers mail to an administrative office.

(b) All interactions with minors involve personally-accompanied contact. Personally-accompanied contact is defined as infrequent or occasional contact in the presence of an accompanying adult who will remain continuously within view and earshot of the interaction, such as might occur when an individual makes a presentation to a classroom, or works security at a location where children are accompanied by a parent, teacher, or other caretaker.

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Upload a completed SWIM Certification below (certifications are valid for 5 years from the date of signature and may be resubmitted in the case of project continuations).

If you feel this project is exempt, was a detailed justification provided on the uploaded SWIMC?

- ◯ Yes
- ◯ No

You indicated this project may be exempt from SWIM requirements. OCJG will review the justification provided on the SWIMC and contact you if additional documentation is required.

SWIM Compliance

Recipients (or subrecipients, at any tier) who are not exempt from the SWIM process are required to maintain proof of suitability for all individuals expected to work with minors under the course of activities as described in the scope of work.

In order to assist with compliance, OCJG has created a Suitability to Work with Minors Tracking Sheet (SWIMT). This form must be completed by the recipient (or subrecipient) organization with the name of EACH individual who is expected to work with minors.

In lieu of a SWIMT, recipients (or subrecipients) may provide a letter, signed by their chief official, describing:

(a) The policies and procedures in place at the affected organization that clearly state fingerprints for all individuals (employees, contractors, volunteers, etc.) are retained on file.

(b) The policies and procedures in place at the affected organization that clearly state sex offender and criminal history database searches are completed on a routine basis for all affected individuals (employees, contractors, volunteers, etc.) (exemption from search requirements)

Upload a completed SWIM Tracking sheet OR a letter from the chief official below.

Confidential Funds

Recipients proposing the use of grant funds to support confidential fund activities must complete the Confidential Funds Certification with their application. Additionally, recipients must have written policies and procedures to ensure confidential funds are managed in accordance with federal guidelines. Agencies who do not have a written policy may consider formalizing and adopting polices based off of the sample policy provided on our website.

Does this application propose the use of grant funds to support confidential fund activities?

- ◯ Yes
- ◯ No

Upload a completed Confidential Funds Certification below.

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Does the recipient have written procedures for the management of confidential funds?

- ◯ Yes
- ◯ No (a withholding of funds condition will be added to the award)

Upload the recipient's written procedures for the management of confidential funds below.

Task Force Activities

Recipients proposing to use funds to support task force personnel, overtime, equipment, or contracted positions must provide a task force personnel roster at the time of application. In addition, the recipient is responsible for ensuring all task force members complete the required BJA Center for Task Force Integrity and Leadership online training courses once every four years. Certificates of completion for each member on the roster must be provided to OCJG at the time of application. If any task force members have not completed the training or have expired certificates, valid certificates must be provided to OCJG within 90 days of award.

Does this application propose the use of grant funds to support task force personnel, overtime, equipment, or contracted positions?

- ◯ Yes (a condition will be added to award)
- ◯ No

Upload a current task force personnel roster.

Select the scenario that best describes your organization's task force training completion status:

- ◯ All members on the roster have valid training certificates completed within the past four years.
- ◯ Some members on the roster have valid training certificates; other members need to complete or renew their training.
- ◯ None of the members on the roster have completed the task force training.

Upload copies of valid training certificates for all members on the roster.

Upload copies of valid training certificates for the members who have them. A withholding of funds condition will be placed on the award for the others.

A withholding of funds condition will be applied to the award until all members on the task force roster have completed the required training.

National Environmental Policy Act (NEPA)

NEPA requirements apply to any federal project (including grants) that might have a significant impact on the quality of the human environment. The following projects require OCJG to obtain approval from BJA's NEPA coordinator:

Projects involving construction, expansion, or renovation of existing facilities. This includes ANY project that involves ground disturbing activities such as the installation of a fence or pole. Site planning documentation such as maps, photos, plans, renderings, etc. will be required.

Projects involving the use of chemicals, such as while processing forensic evidence.

> **These projects will be reviewed by the NEPA coordinator to ensure they are not located within or will potentially affect any of the following: a 100-year flood plain; a wetland; important farmland; a proposed or listed endangered or threatened species; a proposed or listed critical habitat; a property that is listed or eligible for listing on the National Register of Historic Places; an area within an approved State Coastal Zone Management Program; a coastal barrier or a portion of a barrier within the Coastal Barrier Resources System; a river or portion of a river included in or designated for potential addition to the Wild and Scenic Rivers System; a designated or proposed Wilderness Area; a sole source aquifer recharge area designated by the EPA; nearby religious or cultural sites; nearby minority, indigenous, low-income, or other sensitive populations. In addition, the NEPA coordinator will evaluate the impact the project may have on noise pollution, and review recipient protocols for the handling of hazardous waste, solid waste, and uncontrolled air emissions (if applicable to the project).**

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If the proposed project is affected, recipients must complete and upload a BJA CATEX Checklist at the time of application. Projects involving "minor renovation or remodeling" are excluded from NEPA requirements, but additional documentation may be required by your OCJG grant manager to reach this determination.

Any expenses incurred prior to NEPA approval are spent "at risk". If BJA denies the request, NEPA-related expenses will not be eligible for reimbursement.

Refer to BJA's NEPA Guidance document for more information.

Does this application propose the use of grant funds for construction, expansion, or renovation projects, or a project involving the use of chemicals (EXCLUDING meth lab operations)?

- ◯ Yes (a withholding of funds condition will be added to the award)
- ◯ No

Upload a completed BJA CATEX checklist for BJA review.

Methamphetamine Laboratory Operations

Recipients with projects relating to clandestine meth lab operations, including their identification, seizure, or closure (i.e. clean-up), must provide copy of their agency's Methamphetamine Mitigation Plan to OCJG. The plan will be submitted to BJA to ensure it complies with NEPA requirements. Any expenses incurred prior to BJA approval are spent "at risk". If BJA denies the request expenses related to meth lab operations will not be eligible for reimbursement.

Does this application propose the use of grant funds for the identification, seizure, or closure (clean up) of a clandestine meth lab?

- ◯ Yes (a withholding of funds condition will be added to the award)

○ No

Upload a copy of your agency's Methamphetamine Mitigation Plan for BJA review and approval.

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Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Total Budgeted
A. Personnel		
Subtotal	**$0.00**	**$0.00**
B. Fringe Benefits		
Subtotal	**$0.00**	**$0.00**
C. Travel		
Subtotal	**$0.00**	**$0.00**
D. Equipment		
Subtotal	**$0.00**	**$0.00**
E. Supplies		
Subtotal	**$0.00**	**$0.00**
F. Third-Party Contracts (Contractual Services)		
Subtotal	**$0.00**	**$0.00**
G. Third-Party Subawards (Contractual Services)		
Subtotal	**$0.00**	**$0.00**
H. Other Costs		
Subtotal	**$0.00**	**$0.00**
I. Indirect Costs		
Subtotal	**$0.00**	**$0.00**
Total Proposed Cost	**$0.00**	**$0.00**

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Revenue Budget

	Grant Funded	Total Budgeted
Grant Funding		
Award Requested	$0.00	$0.00
Subtotal	**$0.00**	**$0.00**
Total Proposed Revenue	**$0.00**	**$0.00**

Proposed Budget Detail

Proposed Budget Narrative

A. Personnel

List EACH position by title. If you are funding multiple of the same position, you can group them by position title (i.e. Consultant I). Each line item description MUST detail the calculation used to arrive at the funded amount. EXAMPLE: $40 hour x approx. 500 hours = $20,000.

B. Fringe Benefits

Each line item description MUST identify the type of benefit (i.e. FICA, Retirement, Health Insurance, Life Insurance, etc.) and detail the calculation used to arrive at the funded amount. EXAMPLE: FICA @ 7.65% x $20,000 = $1,530.

C. Travel

Itemize travel expenses of staff personnel (i.e. staff to training, field interviews, advisory group meeting, etc.). Indicate the date and location (if known). Each line item description MUST detail the calculation used to arrive the funded amount. NOTE: training registrations should be in the "Other Costs" category. EXAMPLE: Three members to 3-day crime analyst training December 1-3, 2021 (Location TBD). Travel includes: $400 airfare roundtrip (includes baggage), $150/night x 4 nights lodging, $36/per day meals, $80 per diem for last day of travel, $25/day rental car for local transportation, and $10/day parking.

D. Equipment

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List each NON-EXPENDABLE item to be purchased. Expendable items should be included in the supplies category. Each line item description MUST detail the calculation (unit price and quantity) used to arrive at the funded amount. EXAMPLE: 3 PC/Tablets @ $1,500 each (including associated peripherals such as case, keyboard, docking station, etc.) = $4,500.

E. Supplies

List items by type (office supplies, postage, training materials, copy paper, books, etc.) with short description of what is included in the type. Each line item description MUST detail the calculation used to arrive the funded amount. NOTE: subscriptions, rent, utilities, etc. should be in the "Other Costs" category. EXAMPLE: office supplies (paper, pens, tape, files, sticky notes, etc.) average $50/month x 12 months = $600.

F. Third-Party Contracts (Contractual Services)

List each third-party contractor/consultant. Each line item description MUST detail the calculations used to arrive at the funded amount. EXAMPLE: IT Programmer for the grant system - $85/hour x 2000 hours = $170,000.

G. Third-Party Subawards (Contractual Services)

List each third-party tiered subrecipient. Each line item description MUST detail the calculations used to arrive at the funded amount. EXAMPLE: Individual Counseling Session - $30/session x 1000 sessions = $30,000.

H. Other Costs

List items by type (i.e. rent, utilities, janitorial or security services, maintenance agreements, software subscriptions, training registrations, etc.). Each line item description MUST detail the calculation used to arrive the funded amount.

I. Indirect Costs

Describe the type of indirect costs used (approved rate, negotiated, de minimus, etc.). Each line item description

MUST detail the calculations used to arrive at the funded amount. EXAMPLE: Negotiated Rate - 25% of total personnel and benefits costs ($100,000) = $25,000.

DRAFT

RESOLUTION NO. 2024-106

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A TWELFTH 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 AN EFFECTIVE DATE

WHEREAS, through to Resolution 2017-11, the City of West Park City Commission ("City Commission") approved a Grant Agreement passed and adopted on December 6, 2017 ("Grant Agreement") with the Florida Department of State in the amount of Five Hundred Thousand Dollars ($500,000.00) for the construction of a Cultural Center at McTyre Park; and

WHEREAS, on November 20, 2019, the City Commission passed Resolution 2019-133, which allowed for certain amended terms and conditions of the Grant Agreement. Specifically, the Agreement provided for an extension of time to complete the work between 7/1/2017 through 7/1/2020; and

WHEREAS, a Second Amendment between the parties allowed the City to change the scope of work for development of a Mini-Amphitheater rather than a Cultural Center at McTyre Park; and

WHEREAS, through Resolution 2020-60, a Third Amendment executed on June 17, 2020 amended the Grant Agreement to allow for an additional extension for completion of the work due to the Novel Coronavirus (COVID-19). Specifically, the parties desired an extension of time to complete the Mini-Amphitheater by extending the length of time from 7/1/2017 to 1/1/2021; and

WHEREAS, through Resolution 2021-07, a Fourth Amendment executed on January 6, 2021, amended the Grant Agreement to allow for an additional extension of time for completion of work. Specifically, the parties desired an extension of time to complete the Mini-Amphitheater by extending the length of time from 1/1/2021 to 7/1/2021; and

WHEREAS, through Resolution 2021-93, a Fifth Amendment executed on June 16, 2021 amended the Grant Agreement to allow for an additional extension of time for completion of work. Specifically, the parties desired an extension of time to complete the Mini-Amphitheater by extending the length of time from 7/1/2021 to 1/3/2022; and

WHEREAS, through Resolution 2021-170, a Sixth Amendment was executed on December 8, 2021 whereby there was an amendment to the scope of work and budget consisting of grant funding in the amount of Five Hundred Thousand Dollars ($500,000.00) with a reduction in cash match in the amount of Seven Hundred Thousand Dollars ($700,000.00) and an amended length of agreement. Specifically, the parties desired an extension of time to complete the Mini-Amphitheater by extending the length of time from 1/3/2022 to 7/1/2022; and

WHEREAS, through Resolution 2022-93, there was a Seventh Amendment executed on June 15, 2022, whereby the parties amended the Grant Agreement to allow for an additional extension of time for completion of work. Specifically, the parties desired an extension of time to complete the Mini-Amphitheater by extending the length of time from 7/1/2022 to 1/1/2023; and

WHEREAS, through Resolution 2022-158, there was an Eighth Amendment executed on December 7, 2022, whereby the parties amended the Grant Agreement to allow for an additional extension of time for completion of work. Specifically, the parties desired an extension of time to complete the Mini-Amphitheater by extending the length of time from 1/1/2023 to 7/1/23; and

WHEREAS, through Resolution 2023-79, there was a Ninth Amendment executed on June 23, 2023, whereby the parties amended the Grant Agreement to allow for an additional extension of time for completion of work. Specifically, the parties desired an extension of time to complete the Mini-Amphitheater by extending the length of time from 7/1/2023 to 12/31/2023; and

WHEREAS, through Resolution 2023-171, there was a Tenth Amendment executed on December 6, 2023, whereby parties amended the Grant Agreement to allow for an additional extension of time for completion of work. Specifically, to extend the length of time to complete the Mini-Amphitheater from 1/1/2024 to 6/30/2024; and

WHEREAS, through Resolution 2024-51, there was an Eleventh Amendment executed on **June 19, 2024**, whereby the parties amended the Grant Agreement to allow for an additional extension of time for completion from 6/30/2024 to 12/31/2024; and

WHEREAS, now the parties desire to amend the Grant Agreement to extend the length of time to complete the Mini-Amphitheater from 7/1/2017 - 6/30/2025; and

WHEREAS, City must submit a Final Report with photos of completed project to the Division by August 15, 2025 unless an additional amendment is requested. If an additional amendment is requested, a progress report must be submitted with the request; and

WHEREAS, execution of the Twelfth Amendment to the Grant Agreement between the Florida Department of State and the City of West Park is in the best interests of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Approval of Amendment Twelve Authorizing the City Administrator. The City Commission of the City of West Park hereby approves an Twelfth Amendment to the Grant Agreement between the Florida Department of State and the City of West Park for the construction of a Mini-Amphitheater at McTyre Park and authorizes the City Administrator's execution of the Twelfth Amendment, attached hereto as Exhibit "A."

Section 3. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and **ADOPTED** this 4th day of December 2024.

_____
Felicia M. Brunson, Mayor

ATTEST:

_____
Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Eveillard	_____ (Yes)	_____ (No)
Commissioner B. Smith	_____ (Yes)	_____ (No)
Commissioner Touchstone	_____ (Yes)	_____ (No)
Vice-Mayor J. Smith	_____ (Yes)	_____ (No)
Mayor Brunson	_____ (Yes)	_____ (No)

EXHIBIT A

Amphitheater Architectural and Project Construction Plans

City of West Park - Amphitheater

100% CONSTRUCTION DOCUMENTS
11/15/2021

NO.	REVISION	DATE
	100% CONSTRUCTION DOCUMENTS	06-18-2021

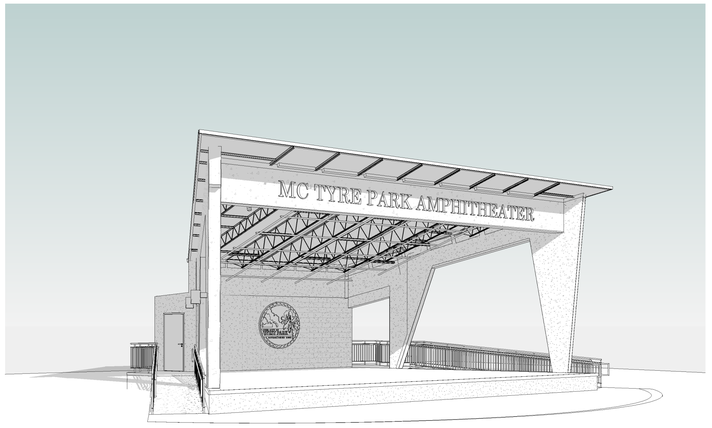
CONSULTANT:

CITY COMMISSION

Mayor: Felicia M. Brunson

Vice Mayor: Dr. Anthony Dorsett

Commissioners: Brandon Smith
Joy B. Smith
Marvin Price



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COV Cover

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SP-1 Overall Site Plan- Base Bid
SP-1.1 Enlarged Site Plan- Base Bid

LS-1 Life Safety Plan

A-0 General Notes
A-0.2 Specifications
A-0.3 Specifications
A-0.4 Specifications
A-0.5 Specifications
A-1 Proposed Floor Plan- Base Bid
A-1.1 Reflected Ceiling Plan- Base Bid
A-1.2 Roof Plan- Base Bid
A-2 Exterior Elevations- Base Bid
A-2.1 Exterior Elevations- Base Bid
A-3 Building Sections- Base Bid
A-3.1 Enlarged Building Sections- Base Bid
A-3.2 Enlarged Building Sections- Base Bid
A-4.1 Roof Detail- Base Bid
A-6 Door Schedule- Base Bid
A-6.1 Details
A-7 Finish Schedule- Base Bid
A-8 Wall Types
A-9 3D Views

STRUCTURAL

S-0.00 Structural Notes
S-0.01 Symbols And Abbreviations
S-1.00 Typical Details Main Option
S-1.01 Typical Details
S-2.00 Foundation Plan (Base Bid)
S-2.01 Ground Floor Plan (Base Bid)
S-2.02 Roof Level (Base Bid)
S-3.03 Sections and Details
S-3.01 Sections and Details
S-4.00 Schedules & Comp. & Clad Diagram (Base Bid)
S-5.00 3D Views - (Base Bid)

ELECTRICAL

E-0.1 Electrical Notes
E-1.2 Power Plan Base Plan
E-2.1 Lighting Plan Base Plan
E-2.3 Base Photometric Plan
E-2.5 Emergency Base Photometric Plan
E-3.1 Power Plan Base Plan
E-5.1 Riser Diagram
E-5.2 Riser Diagram

PLUMBING

P-01 Plumbing Notes
P-3.1 Domestic Water Plan Base Plan

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City of West Park - Amphitheater
3501 SW 56th Avenue West Park, Florida

DRAWING TITLE:

Cover

DRAWN:	CC
CHECKED:	CPZ
DATE:	06-18-2021
SCALE:	1/8" = 1'-0"
PROJECT NO.	1974
SHEET:	COV

STATE OF FLORIDA — CHRISTOPHER P. ZIMMERMAN — AR 10995 — REGISTERED ARCHITECT

CHRIS P. ZIMMERMAN, A.I.A.
REGISTERED ARCHITECT NO. 10,995
STATE OF FLORIDA

DATE: 06-25-2021

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6/25/2021 1:51:30 PM

MAP OF BOUNDARY SURVEY

SECTION 30 - TOWNSHIP 51 SOUTH - RANGE 42 EAST



LOCATION MAP
NOT TO SCALE

SURVEYOR'S NOTES:

SECTION 1) DATE OF FIELD SURVEY:

1. The date of completion of original field Survey was on September 20, 2011.
2. The date of completion of update field Survey was on October 07, 2020.

SECTION 2) LEGAL DESCRIPTION:

The North 1/2 of the NW 1/4 of the SW 1/4 of Section 30, Township 51 South, Range 42 East, City of West Park, Broward County, Florida, less the East 30 feet and less the West 40 feet thereof.

ALSO KNOWN AS:

Lots 9 and 10 less the East 15 feet and less the West 40 feet thereof. of "HOLLYWOOD RIDGE FARMS", according to the plat thereof, as recorded in Miscellaneous Plat Book 2, at Page 16, of the Public Records of Broward County, Florida.

AND

A portion of land in the SW 1/4 of the NW 1/4 of Section 30, Township 51 South, Range 42 East, City of West Park, Broward County, Florida, said lands being shown as a "Not Included" parcel on the Plat of "TOWN LAKE HOMES", according to the Plat thereof, as recorded in Plat Book 68, at Page 16 of the Public Records of Broward County, Florida and being more particularly described as follows:

BEGIN at the point of intersection of the East Right of Way Line of SW 54th Avenue and the South Line of the SW 1/4 of the NW 1/4 of said Section 30, by occupation, as shown on said Plat of "TOWN LAKE HOMES"; thence N88°04'30"E along said occupied South Line of the SW 1/4 of the NW 1/4 of Section 30 for 481.49 feet to a point on a line parallel with and 15.00 feet West of the East Line of the SW 1/4 of the NW 1/4 of said Section 30, by occupation, as shown on said Plat of "TOWN LAKE HOMES"; thence N01°59'46"W along said line parallel with and 15.00 feet West of the occupied East Line of the SW 1/4 of the NW 1/4 of said Section 30, as shown on said Plat of "TOWN LAKE HOMES" for 164.87 feet to a point on the Easterly prolongation of the South Right of Way Line of SW 33rd Street; thence S8812'17"W along said Easterly prolongation of the South Right of Way Line of SW 33rd Street and along the South Right of Way Line of SW 33rd Street for 456.12 feet to the Point of Curvature of a circular curve, concave to the Southeast; thence Southwesterly along the arc of said curve, having for its elements a radius of 25.00 feet and a central angle of 90°05'01" for an arc distance of 39.31 feet to the Point of Tangency, said point also being on the East Right of Way Line of SW 54th Avenue; thence S01°52'44"E along said East Right of Way LIne of SW 54th Avenue for 140.92 feet to the Point of Beginning.

Property Address:
3501 SW 56th Avenue, West Park, Florida 33023
Parcel Identfication No.: 5142-30-14-0010 and 5142-30-14-0121

1) ACCURACY:

The accuracy obtained by field measurement methods and office calculations of closed geometric figures meets and exceeds the Standards of Practice requirement for this Type of Survey as defined in Rule 5J-17.051, Florida Administrative Code.

Elevations of well identified features as depicted on the Survey Map were measured to an estimated vertical position accuracy of 1/100 of a foot on hard surfaces and 1/10 of a foot on ground surfaces.

Well identified features as depicted on the Survey Map were measured to an estimated horizontal position accuracy of 1/10 of a foot.

This Map of Survey is intended to be displayed at a scale of (1"=40') or smaller.

SECTION 4) SOURCES OF DATA:

North arrow direction is based on an assumed Meridian.

Plat of "TOWN LAKE HOMES", recorded in Plat Book 68, Page 16, Broward County Records.

Plat of "LEE-MILL SUBDIVISION", recorded in Plat Book 50, Page 25, Broward County Records.

Plat of "HOLLYWOOD RIDGE FARMS", recorded in Plat Book 2, Page 16, Broward County Records.

Plat of "MIAMI GARDENS ESTATES SECTION 4", recorded in Plat Book 28, Page 20, Broward County Records.

Plat of "MIAMI GARDENS ESTATES SECTION 5", recorded in Plat Book 30, Page 5, Broward County Records.

Plat of "REPLAT OF LYNN PARK", recorded in Plat Book 62, Page 22, Broward County Records.

Plat of "SUNLAND PARK SECT. 2", recorded in Plat Book 25, Page 37, Broward County Records.

Plat of "OGLESBY PARK", recorded in Plat Book 150, Page 15, Broward County Records.

Bearings as shown hereon are based upon the Northerly Boundary Line of the Subject Site with an assumed bearing of N88°04'30"E, said line to be considered a well established and monumented line.

This property is to be located in Flood Zone "AE" with a Base Flood Elevation of 6.0 Feet, as per Federal Emergency Management Agency (FEMA) Community Number 120052 (Town of Pembroke Park), Map Panel No. 12011C0314 & 12011C0318, Suffix F, Map Revised Date: September 11, 2009.

Legal Description was furnished by client.

Elevations as shown hereon are based on the North American Vertical Datum of 1988 (NAVD 88). Elevations of previous Survey that were on National Geodetic Vertical Datum of 1929 (NGVD 29) were converted to the North American Vertical Datum of 1988 (NAVD 88), by applying the Official Broward County Single Average Conversion Factor (ACF) of -1.51 as per instructions from the Broward County Public Works Department Memorandum letter dated January 24, 2010.
For example:
10.00 (NGVD 29)
- 1.51 (AFC)
8.49 (NAVD 88)

Benchmark supplied by Broward County, Public Works Department, Highway Construction and Engineering Division, Survey Section.

The following Vertical Control Benchmarks were used as follows:

Benchmark: 2407
Elevation: + 10.145 feet
Description: Railroad spike in north edge of a 10 foot wide asphalt drive at the NW Corner of McTyre Park, 36' more or less, East of centerline of SW 56th Avenue and 105', more or less South of centerline of SW 34th Street, Town of Pembroke Park, Broward County, Florida.

SECTION 5) LIMITATIONS:

Since no other information were furnished other than that is cited in the Sources of Data, the Client is hereby advised that there may be legal restrictions on the Subject Property that are not shown on the Survey Map that may be found in the Public Records of Miami-Dade County.

The Surveyor makes no representation as to ownership or possession of the Subject Property by any entity or individual that may appear in the public records of this County.

No excavation or determination was made as to how the Subject Property is served by utilities.

No improvements were located, other than those shown. No underground foundations, improvements and/or utilities were located or shown hereon.

SECTION 6) CLIENT INFORMATION:

This Boundary Survey was prepared at the request of and certified to:

CPZ ARCHITECTS, INC.

SECTION 7) SURVEYOR'S CERTIFICATE:

I hereby certify that this "Boundary Survey" and the Survey Map resulting therefrom was performed under my direction and is true and correct to the best of my knowledge and belief and further, that said "Boundary Survey" meets the intent of the applicable provisions of the "Standards of Practice for Land Surveying in the State of Florida", pursuant to Rule 5J-17.051 through 5J-17.052 of the Florida Administrative Code and its implementing law, Chapter 472.027 of the Florida Statutes.

HADONNE CORP., a Florida Corporation
Florida Certificate of Authorization Number LB7097

By: _____
Raul Izquierdo, PSM
For the Firm
Registered Surveyor and Mapper LS6099
State of Florida

NOTICE: Not valid without the original signature and seal of a Florida Licensed Surveyor and Mapper. Additions or deletions to Survey Maps by other than the signing party are prohibited without the written consent of the signing party.

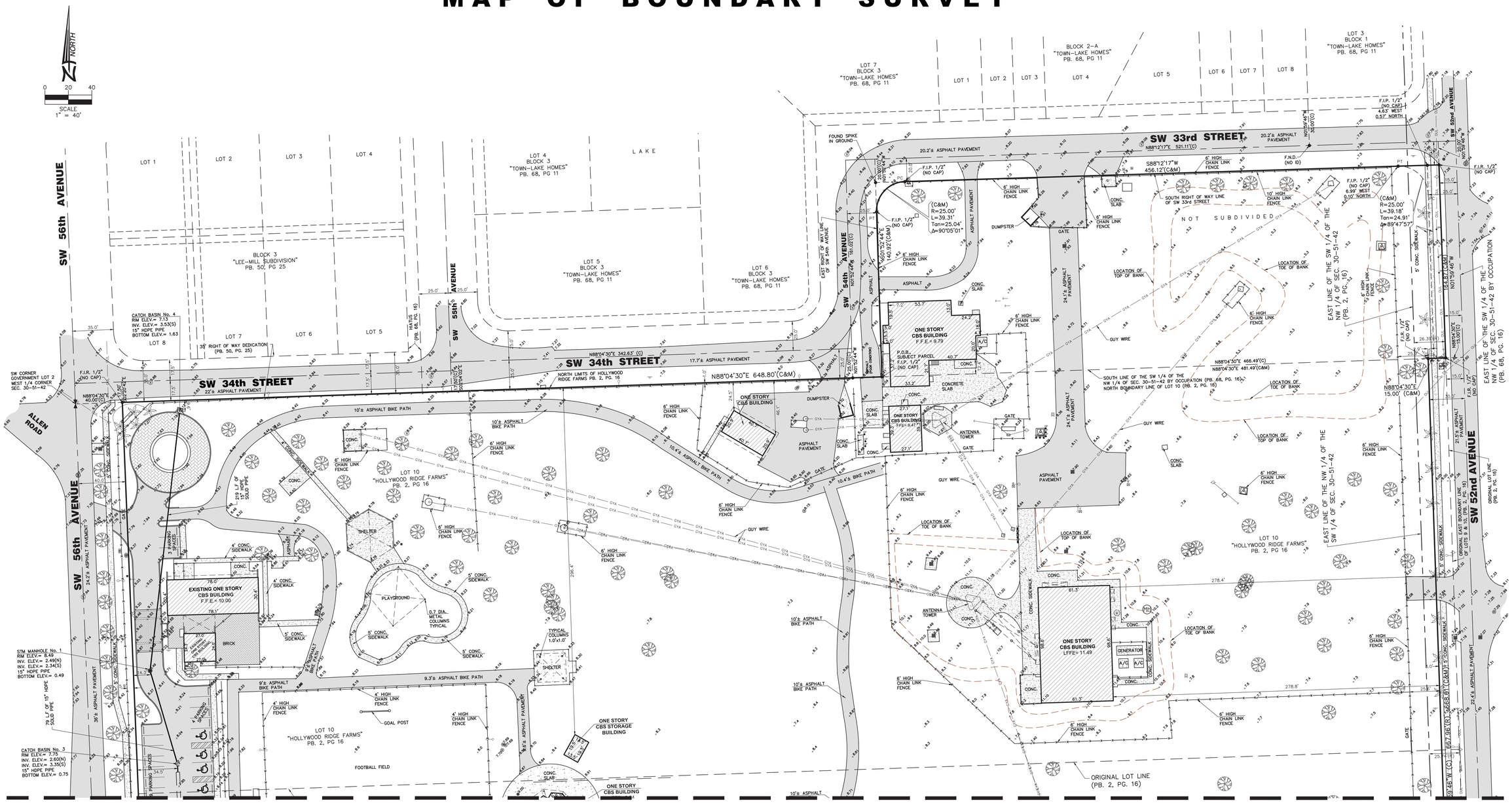
HADONNE
LAND SURVEYOR AND MAPPERS
3D LASER SCANNING
UTILITY COORDINATION
SUBSURFACE UTILITY ENGINEERING
1965 NW 88th Court, Suite 101 - Doral, Fl 33172 - P: +1(305)207-6845 - W: www.hadonne.com

MAP OF BOUNDARY SURVEY
for
CPZ ARCHITECTS, INC
of
McTyre Park 3501 SW 56th Avenue, West Park,Florida 33023

REVISIONS
1. CONVERT ELEVATIONS TO NAVD88 06-16-2021
2.
3.
4.
5.
6.
7.
8.
9.
10.

Field Book: FILE
DRAWN BY: LD
TECH BY: RI
QA/QC BY: JS
Job No.: 11352

MAP OF BOUNDARY SURVEY



FOR CONTINUATION SEE SHEET 3 OF 3

LEGEND:

UE	= UTILITY EASEMENT	R/W	= RIGHT OF WAY
A	= ARC DISTANCE	SEC.	= SECTION
BLDG.	= BUILDING	SWK	= SIDEWALK
℄	= CENTER LINE	PG.	= PAGE
CONC.	= CONCRETE		= ANCHOR POLE
N.G.V.D.	= NATIONAL GEODETIC VERTICAL DATUM		= CENTRAL ANGLE
PB.	= PLAT BOOK		= TRAFFIC SIGN
R	= RADIUS		= CATCH BASIN (INLET)
F.I.P.	= FOUND IRON PIPE		= LIGHT POLE
F.I.R.	= FOUND IRON REBAR		= GUARD POLE
(M)	= MEASURED VALUE		= ELEVATION
(R)	= RECORD VALUE		=METAL LIGHT POLE
N.T.S.	= NOT TO SCALE		
(C)	= CALCULATED VALVE		
INV	= INVERT ELEVATION		
ELEV.	= ELEVATION		

L.F.F.E.	= LOWEST FINISH FLOOR ELEVATION
F.F.E.	= FINISH FLOOR ELEVATION
(D)	= DRAINAGE MANHOLE
(S)	= SANITARY SEWER MANHOLE
	= DRAINAGE CATCH BASIN
(W)	= WATER METER
FH	= LIGHT POLE
FH	= FIRE HYDRANT
(E)	= ELECTRIC BOX
(TV)	= CABLE TV BOX
(W)	= WATER VALVE
(M)	= MANHOLE
(W)	= WATER MANHOLE

	= RIGHT OF WAY LINE
	= PROPERTY LINE
	= EASEMENT LINE
	= IRON FENCE
	= WOOD FENCE
X X X	= CHAIN LINK FENCE
OUL OUL	= OVERHEAD UTILITY LINE
WAT	= WATER LINE
	= UNKNOWN LINE
STM	= STORM LINE
SAN	= SEWER LINE

E	= ELECTRIC LINE
	= GAS LINE
	= BRICK
	= CONCRETE
	= GRAVEL
	= TILE
	= PAVEMENT
	= CBS WALL
	= SHADE TREE
	= PALM/XFORM TREE

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SUBSURFACE UTILITY ENGINEERING
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MAP OF BOUNDARY SURVEY
for
CPZ ARCHITECTS, INC
of
McTyre Park 3501 SW 56th Avenue, West Park,Florida 33023

REVISIONS
1. CONVERT ELEVATIONS TO NAVD88 06-18-2021
2.
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Field Book: FILE
DRAWN BY: LD
TECH BY: RI
QA/QC BY: JS
Job No.: 11352

2/3

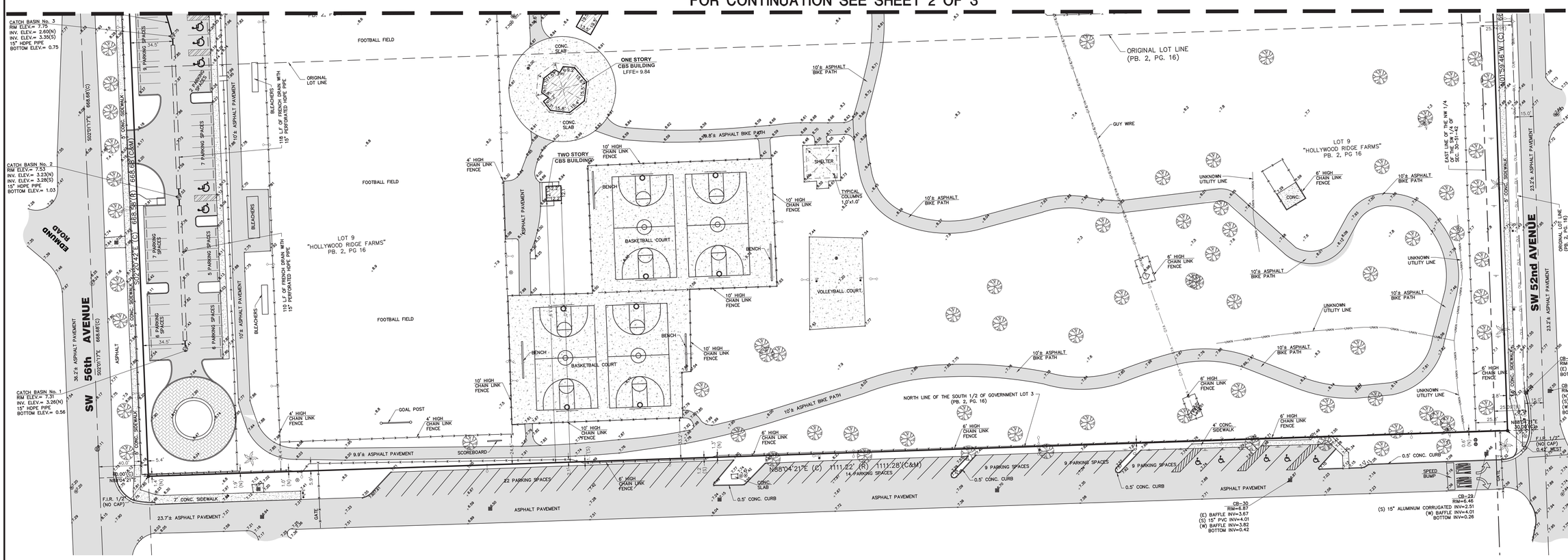
MAP OF BOUNDARY SURVEY

NORTH

0 20 40

SCALE
1" = 40'

FOR CONTINUATION SEE SHEET 2 OF 3



LEGEND:

UE	= UTILITY EASEMENT	R/W	= RIGHT OF WAY	L.F.F.E.	= LOWEST FINISH FLOOR ELEVATION
A	= ARC DISTANCE	SEC.	= SECTION	F.F.E.	= FINISH FLOOR ELEVATION
BLDG.	= BUILDING	SWK	= SIDEWALK		= DRAINAGE MANHOLE
℄	= CENTER LINE	PG.	= PAGE		= SANITARY SEWER MANHOLE
CONC.	= CONCRETE		= ANCHOR POLE		= DRAINAGE CATCH BASIN
N.G.V.D.	= NATIONAL GEODETIC VERTICAL DATUM	△	= CENTRAL ANGLE		= WATER METER
PB.	= PLAT BOOK		= TRAFFIC SIGN		= LIGHT POLE
R	= RADIUS		= CATCH BASIN (INLET)		= FIRE HYDRANT
F.I.P.	= FOUND IRON PIPE		= LIGHT POLE		= ELECTRIC BOX
F.I.R.	= FOUND IRON REBAR	GP	= GUARD POLE		= CABLE TV BOX
(M)	= MEASURED VALUE	x.xx	= ELEVATION		= WATER VALVE
(R)	= RECORD VALUE		=METAL LIGHT POLE		= MANHOLE
N.T.S.	= NOT TO SCALE				= WATER MANHOLE
(C)	= CALCULATED VALVE				
INV	= INVERT ELEVATION				
ELEV.	= ELEVATION				

	= RIGHT OF WAY LINE
	= PROPERTY LINE
	= EASEMENT LINE
	= IRON FENCE
	= WOOD FENCE
	= CHAIN LINK FENCE
OUL	= OVERHEAD UTILITY LINE
WAT	= WATER LINE
UNK	= UNKNOWN LINE
STM	= STORM LINE
SAN	= SEWER LINE

E	= ELECTRIC LINE
	= GAS LINE
	= BRICK
	= CONCRETE
	= GRAVEL
	= TILE
	= PAVEMENT
	= CBS WALL
X'-Y-Z	= SHADE TREE
X'-Y-Z	= PALM TREE

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SUBSURFACE UTILITY ENGINEERING
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MAP OF BOUNDARY SURVEY
for
CPZ ARCHITECTS, INC
of
McTyre Park 3501 SW 56th Avenue, West Park,Florida 33023

REVISIONS
1. CONVERT ELEVATIONS TO NAVD88 06-18-2021
2. 3. 4. 5. 6. 7. 8. 9. 10.

Field Book: FILE
DRAWN BY: LD
TECH BY: RI
QA/QC BY: JS
Job No.: 11352
3/3



NORTH

GRAPHIC SCALE IN FEET
0 10 20 40

LEGEND

- ROW/PROPERTY LINE
- PROJECT BOUNDARY
- EXISTING FENCE
- O/W — EXISTING OVERHEAD WIRE
- GUY — EXISTING GUY WIRE
- EXISTING SIGN
- EXISTING LIGHT POLE
- 6.70 EXISTING GRADE
- PROPOSED CONCRETE

PROJECT DATA	
PROJECT NAME	CITY OF WEST PARK – MCTYRE PARK AMPHITHEATER
KHA PROJECT NO.	143253001
ADDRESS	3501 SW. 56TH AVENUE, WEST PARK, FL
FOLIO NUMBER	514230140010
ZONING DISTRICT	S-2
FUTURE LAND USE	COMMERCIAL RECREATION
FUTURE LAND USE MAP CLASSIFICATION	COMM
SECTION, TOWNSHIP, RANGE	S30/T51/R42
NO. OF STORIES/FLOORS	ONE (1)
FEMA FLOOD ZONE	X
PROJECT AREA	2.25 AC (103,286 SQFT)

AREA BREAKDOWN (BASE BID)			
AREA TYPE	ACREAGE	SQUARE FOOTAGE	PERCENTAGE
PERVIOUS			
GRASS/LANDSCAPING	2.01	87,795	89.4%
TOTAL PERVIOUS	2.01	87,795	89.4%
IMPERVIOUS			
ASPHALT/CONCRETE	0.19	8,243	8.4%
BUILDING	0.04	1,614	1.6%
STABILIZED ROAD	0.01	541	0.6%
TOTAL IMPERVIOUS	0.24	10,398	10.6%
TOTAL SITE	2.25	98,193	100.0%

NOTES

REFER TO TREE DISPOSITION PLAN FOR TREES TO BE REMOVED
REFER TO LANDSCAPE PLANS FOR LANDSCAPE DETAILS

NO.	REVISION	DATE

CONSULTANT:

Kimley»Horn
Expect More. Experience Better.

MCTYRE PARK AMPHITHEATER

3501 SW 56th Avenue.
WEST PARK, FLORIDA

CPZ ARCHITECTS, INC.
4316 WEST BROWARD BOULEVARD
PLANTATION, FLORIDA 33317
PHONE: (954) 792-8525 FAX: (954) 337-0359
AA #26006685 WWW.CPZARCHITECTS.COM

DRAWING TITLE:
SITE PLAN BASE BID

DRAWN	LD
CHECKED	TS
DATE	06-18-2021
SCALE	AS NOTED
PROJECT NO.	1974
SHEET:	C1.1

Kimley»Horn

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PHONE: 954-535-5100 FAX: 954-739-2247
WWW.KIMLEY-HORN.COM REGISTRY NO. 696

LICENSED PROFESSIONAL

TIFFANY STANTON, P.E.
FLORIDA LICENSE NUMBER
85268

DATE: 9/15/2021

Plotted By:Stanton, Tiffany Sheet Set:City of West Park – McTyre Park Amphitheater Layout:C1.1 SITE PLAN BASE BID September 15, 2021 05:32:05pm K:\FTL_Civil\143 Jobs\143253002 McTyre Park Amphitheater\CAD\Plansheets\C1.1 SITE PLAN BASE BID.dwg
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LEGEND:

DENOTES PATH OF TRAVEL

EXIT SIGN

- EGRESS WIDTH PROVIDED (INCHES)
- EGRESS LOAD CAPACITY (PERSONS)

FEC-SR

SEMI-RECESSED FIRE EXTINGUISHER CABINETS (SEE LIFE SAFETY PLAN FOR LOCATIONS) SHALL BE LARSEN ARCHITECTURAL SERIES #2409-R3 STAINLESS STEEL SEMI-RECESSED W/ SQUARE EDGES AND DUO ACRYLIC DOOR, WITH MP5 UL RATED 2A-10B:C FIRE EXTINGUISHERS. THIS CABINET MUST BE MOUNTED WITH ITS LEADING EDGE OR BELOW 27" A.F.F., TO COMPLY WITH ADA PROJECTION GUIDELINES F.B.C.

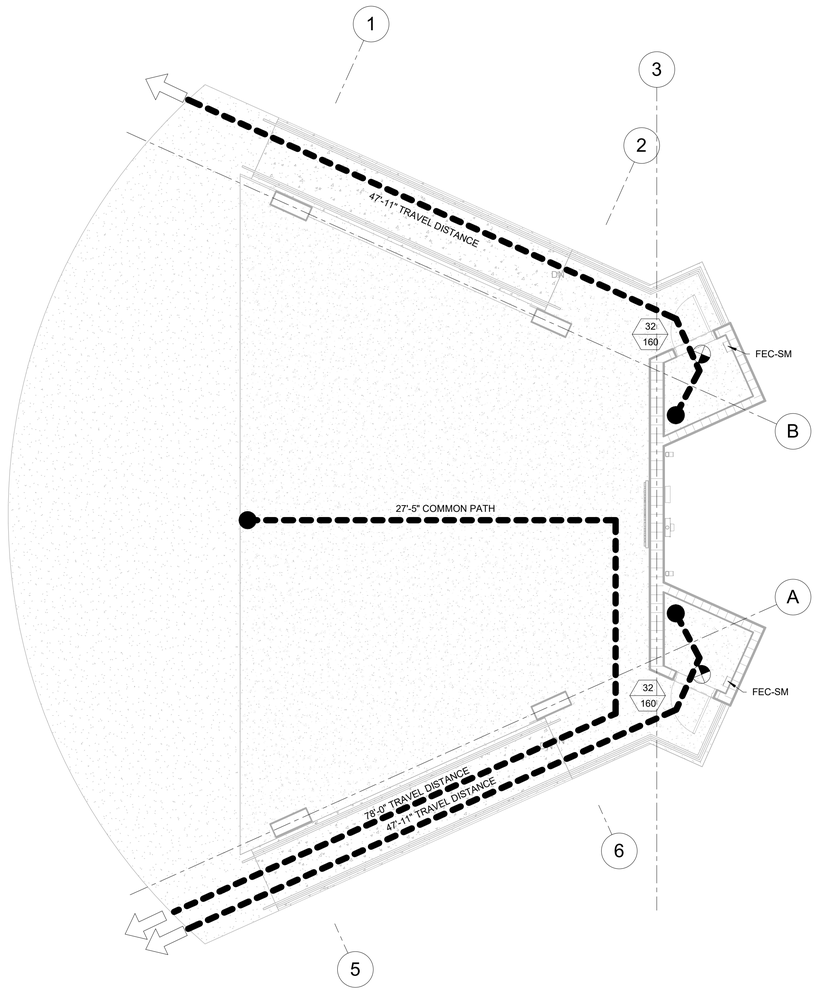
FEC-FR

FULL-RECESSED FIRE RATED CABINETS (SEE LIFE SAFETY PLAN FOR LOCATIONS) SHALL BE LARSEN ARCHITECTURAL SERIES #2409-R1 STAINLESS STEEL RECESSED W/ SQUARE EDGES AND DUO ACRYLIC DOOR, WITH MP5 UL RATED 2A-10B:C FIRE EXTINGUISHERS. THIS CABINET MUST BE MOUNTED WITH ITS LEADING EDGE OR BELOW 27" A.F.F., TO COMPLY WITH ADA PROJECTION GUIDELINES F.B.C.

FEC-SM

SURFACE MOUNTED FIRE EXTINGUISHER CABINETS (SEE LIFE SAFETY PLAN FOR LOCATIONS) SHALL BE "LARSEN ARCHITECTURAL SERIES #2409-SM, STAINLESS STEEL SURFACE MOUNTED" W/ SQUARE EDGES AND DUO ACRYLIC DOOR WITH DIE CAST LETTERING IN RED, WITH MP5 UL RATED 2A-10B:C FIRE EXTINGUISHERS. INSTALL CABINETS WITH HANDLES NO MORE THAN 48" A.F.F.

NOTE:
CONTRACTOR TO PROVIDE SHOP DRAWING SUBMITTAL OF CABINETS AND EXTINGUISHER PRIOR TO ORDERING.



Life Safety Plan

SCALE: 3/16" = 1'-0"

BUILDING CODE INFORMATION

GOVERNING CODE:
FLORIDA BUILDING CODE 7th EDITION (2020) - BUILDING
FLORIDA BUILDING CODE 7th EDITION (2020) - EXISTING BUILDING
FLORIDA FIRE PREVENTION CODE 2020, 7th EDITION (INCLUSIVE OF NFPA 1 2018 ED. & NFPA 101 2018 ED.)
FLORIDA ACCESSIBILITY CODE 2020, 7TH EDITION

	PER 7th EDITION FBC	PER 7th EDITION FFPC
USE AND CLASSIFICATION (FBC-B CHAPTER 3):	A - ASSEMBLY A-5 (AMPHITHEATER)	ASSEMBLY
WALLS & CEILINGS (MIN. INTERIOR FINISH)	EXIT ENCLOSURES AND PASSAGEWAYS - CLASS "A" CORRIDORS - CLASS "B" ROOMS & ENCLOSED SPACES - CLASS "C"	EXIT ENCLOSURES AND PASSAGEWAYS - A OR B OTHERS - A OR B
FLOORING (MIN. INTERIOR FINISH)	EXIT ENCLOSURES AND PASSAGEWAYS - CLASS II CORRIDORS - CLASS II ROOMS & ENCLOSED SPACES - CLASS II	EXIT ENCLOSURES AND PASSAGEWAYS - CLASS II OTHERS - NOT REQ

CONSTRUCTION TYPE (FBC-B CHAPTER 6): TYPE II-B

CONSTRUCTION: CMU, CONCRETE STRUCTURE, STEEL ROOF STRUCTURE.

BUILDING HEIGHT & AREA LIMITATIONS (FBC-B TABLE 504.3a & 504.4):

MAX. # OF STORIES PERMITTED:	A: UNLIMITED
MAX. # OF STORIES PROVIDED:	1 STORY
MAX. HEIGHT PERMITTED:	A: 55'-0"
MAX. HEIGHT PROVIDED:	24'-0" (ROOF H.P.)
MAX. AREA PERMITTED (PER FLOOR):	UNLIMITED
MAX. AREA PROVIDED (PER FLOOR):	1,865 SF (UNDER ROOF)

EGRESS:

	PER 7th EDITION FBC	PER 7th EDITION FFPC
MAX.TRAVEL DISTANCE PERMITTED	(TABLE 1017.2): A - 200FT	ASSEMBLY(TABLE 12.2.6.1) - 200FT
MAX. TRAVEL DISTANCE PROVIDED:	78'-0"	
COMMON PATH OF EGRESS TRAVEL PERMITTED	(TABLE 1006.3.3(2)) A - 75'-0"	ASSEMBLY (TABLE 12.2.5.1.2) - 75FT
COMMON PATH OF EGRESS TRAVEL PROVIDED	LESS THAN 75'	
MIN. STAIR WIDTH REQUIRED	(TABLE 1009.1) - 44"	(TABLE 7.2.2.2.1.2(B)) - 44"
(PER FBC TABLE 1005.3.2): TOTAL EGRESS WIDTH REQUIRED	90 OCCUPANTS x 0.2 =18" (PER FBC)	90 OCCUPANTS x 0.2 = 18" (PER FFPC)
TOTAL EGRESS WIDTH PROVIDED	64 IN PROVIDED -(2) SINGLE DOORS @ 32"	64 IN PROVIDED -(2) SINGLE DOORS @ 32"
MINIMUM CLEAR OPENING REQUIRED	(TABLE 1010.1.1) - 32"	(TABLE 7.2.1.2.4) - 32"
EXITS REQUIRED (TABLES 1015.1, 1021, 1021.2)	MORE THAN 1	
EXITS PROVIDED:	2	

PROPERTY ADDRESS: 3501 SW 56th AVE
WEST PARK, FLORIDA

DESCRIPTION OF WORK: OUTDOOR AMPHITHEATER W/ DRESSING ROOMS

CLASSIFICATION OF WORK: NEW CONSTRUCTION
PER FLORIDA BUILDING CODE 7th EDITION (2020)-BUILDING

OCCUPANT LOAD (CHAPTER 10):

(PER FBC TABLE 1004.5)
STAGE & PLATFORM: 15 SF/PERSON
LOCKER ROOM: 50 SF/PERSON
STANDING SPACE: 15 SF/PERSON

(PER FFPC TABLE 14.8.1.2)
ASSEMBLY (UNCONCENTRATED): 15 SF/ PERSON
STAGES: 15SF/PERSON

☐ UNDER ROOF

AREA	OCCUPANCY (FBC/FFPC)	TOTAL OCCUPANCY (PER FBC)	TOTAL OCCUPANCY (PER FFPC)
STAGE & PLATFORM	A-5 ASSEMBLY	1,354 SF/15 = 90	1,354 SF/15 = 90
STANDING SPACE UNCONCENTRATED	A-5 ASSEMBLY	6,921 SF/15 = 461	6,921 SF/15 = 461
		551 OCC.	551 OCC.

MAXIMUM TRAVEL DISTANCE TO FIRE EXTINGUISHERS REQUIRED (NFPA 10):	75'-0"
MAXIMUM TRAVEL DISTANCE TO FIRE EXTINGUISHERS PROVIDED:	LESS THAN 75'-0"
NUMBER OF FIRE EXTINGUISHERS PROVIDED	1
TYPE OF FIRE EXTINGUISHERS PROVIDED:	MP5 UL RATING 2A-10B:C (TYPICAL)

FIRE RESISTANCE RATINGS (FBC-B TABLE 601)

BUILDING ELEMENT	TYPE II B
STRUCTURAL FRAME	0
BEARING WALLS	
EXTERIOR	0
INTERIOR	0
NON BEARING- EXTERIOR	0
NON-BEARING INTERIOR WALLS & PARTITIONS	0
FLOOR CONSTRUCTION	0
ROOF CONSTRUCTION	0
FIRE SPRINKLERS	N/A

HIGH-VELOCITY HURRICANE ZONES FIRE CLASSIFICATION SECTION FBC-B 1516 "CLASS B" ROOF ASSEMBLIES AND ROOF COVERINGS REQUIRED TO BE LISTED BY THIS SECTION SHALL BE TESTED IN ACCORDANCE WITH ASTM E108 OR UL790. IN ADDITION, FIRE RETARDANT TREATED WOOD ROOF COVERINGS SHALL BE TESTED IN ACCORDANCE WITH ASTM D2898.

CLASSIFICATION OF HAZARD OF CONTENTS (NFPA 101 SECTION 26.1.5): ORDINARY HAZARD CONTENTS

PLUMBING FIXTURE CALCULATIONS: PER FBC-PLUMBING 7th ED. (2020) TABLE 403.1

OCCUPANT LOAD:

ASSEMBLY: 551 OCC

276 = MALE
276 = FEMALE

		WC (1 PER 25 (1ST 50) 1 PER 50 THEREAFTER (URINALS PER 419.2))		LAV (1 PER 40 (1ST 80) 1 PER 80 THEREAFTER)		DRINKING FOUNTAIN (1 PER 100 (PER 410.1))
		W	M	W	M	
	REQUIRED	7	7	5	5	6
	PROVIDED	7*	7*	5*	5*	6*

W = WOMEN M = MEN

*NOTE: REQUIRED WATER CLOSET, LAVATORY AND DRINKING FOUNTAINS WILL BE PROVIDED BY EXISTING FACILITIES AND/OR TEMPORARY PORTABLE UNITS DURING EVENTS.

NOTE: PLUMBING FIXTURE CALCULATIONS ARE BASED ON HALF THE OCCUPANT LOAD PER FBC-B 7th ED. (2020) SEC. 403.1.1

NO.	REVISION	DATE
	100% CONSTRUCTION DOCUMENTS	06-18-202

CONSULTANT:

City of West Park - Amphitheater
3501 SW 56th Avenue West Park, Florida

CPZ ARCHITECTS, INC.
4316 WEST BROWARD BOULEVARD
PLANTATION, FLORIDA 33317
PHONE: (954) 792-8525 FAX: (954) 337-0359
AA #26000685 WWW.CPZARCHITECTS.COM

DRAWING TITLE:

Life Safety Plan

DRAWN: Author
CHECKED: Checker
DATE: 06-18-2021
SCALE: As indicated
PROJECT NO. 1974
SHEET:

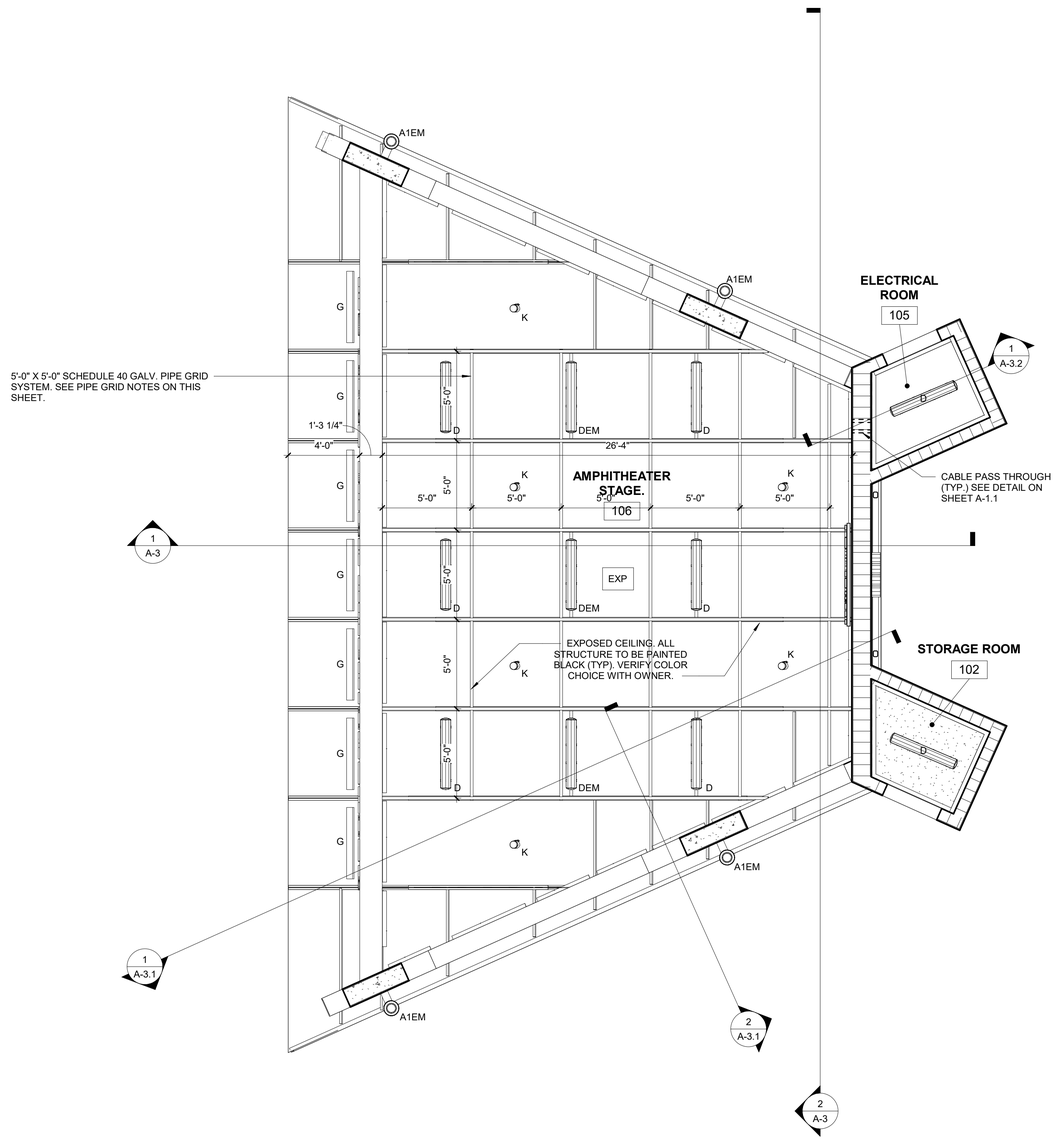
LS-1

STATE OF FLORIDA — CHRISTOPHER P. ZIMMERMAN — AR 10995 — REGISTERED ARCHITECT

CHRIS P. ZIMMERMAN, A.I.A.
REGISTERED ARCHITECT NO. 10,995
STATE OF FLORIDA

DATE: 06/25/2021

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REFLECTED CEILING PLAN

SCALE: 1/4" = 1'-0"

REFLECTED CEILING PLAN LEGEND:

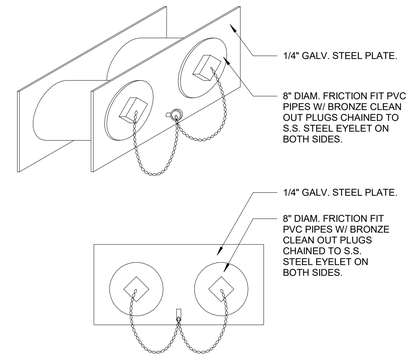
- 4' LED SUSPENDED STRIP LIGHT FIXTURE
- PENDANT MOUNTED 6" DOWNLIGHT
- 6" CEILING RECESSED LED LIGHT FIXTURE (SEE LIGHTING PLAN FOR FIXTURE DIAMETER)
- 6" WALL MOUNTED LED DOWNLIGHT FIXTURE
- PENDANT MOUNTED 4' LED LIGHT FIXTURE. SEE ELECTRICAL DRAWINGS.
- CEILING MOUNTED EXIT SIGN
- STUCCO CEILING
- EXP — EXPOSED ROOF STRUCTURE
- 1'-0" A.F.F. — CEILING HEIGHT

NOTES:

*SEE ELECTRICAL LIGHTING PLAN FOR LIGHT FIXTURE SPECIFICATIONS

PIPE GRID NOTES:

1. GRID SUPPLIER SHALL REVIEW DESIGN AND PROVIDE ALL COMPONENTS TO MEET THEATRICAL INDUSTRY STANDARD INSTALLATION MEANS AND METHODS. THE SUPPLIERSHALL BE EXPECTED TO DESIGN THE SYSTEMTO SUPPORT ALL NORMAL AND INDUSTRY STANDARD LIGHT, AND GRIDDING COMPONENTS NORMALLY INSTALLED ON THIS PIPE GRID. SUPPLIER SHALL INSTALL ALL COMPONENTS TO PROVIDE THE PROPER CAPACITIES, MOUNTING, AND CLEARANCE.
2. CONTRACTOR SHALL PROVIDE FULLY ENGINEERED, SIGN AND SEALED SHOP DRAWINGS SHOWING ALL MATERIALS AND CONNECTIONS, FOR REVIEW BY THE ARCHITECT PRIOR TO FABRICATION
3. ALL INFORMATION SHOWN ON THE DRAWINGS IS DIAGRAMMATIC AND GENERAL IN NATURE. IT IS THE RESPONSIBILITY OF THE PIPE GRID SUPPLIER TO PROVIDE COMPLETE, ENGINEERED SYSTEM MEETING INDUSTRY STANDARDS.
4. PIPE GRID IS TO BE SIZED AND CONFIGURED PER DRAWING REQUIREMENTS.
5. PROVIDE 1 1/2" SCHEDULE 40 STEEL PIPE BATTENS WITH 90 DEGREE CROSS GRID CLAMPS, WALL FLANGESAND SUSPENSION CLAMPS AS REQUIRED.
6. SUSPENSION CLAMPS SHALL BE LOCATED AT LEAST EVERY 10 FEET.
7. PROVIDE BLACK ENAMEL FINISH FOR ALL COMPONENTS.
8. PIPE GRID IS TO BE SUSPENDED MECHANICALLY FASTENED TO THE OVERHEAD STRUCTURE, UTILIZING UNISTRUT AND THREADED ROD AS REQUIRED. THE STEEL TRUSS SYSTEM HAS BEEN DESIGNED WITH ADDITIONAL CAPACITY TO SUPPORT THE GRID LOAD.
9. EACH GRID SUPPORT SHALL BE RATED FOR A 500LB WORKING LOAD AND IS REQUIRED BE THE DESIGN ENGINEER.
10. PROVIDE UNISTRUT SUPPORT STRUCTURE ABOVE PIPE GRID, MECHANICALLY FASTENED TO STRUCTURE, WHERE REQURIED.



2 A-1.1 CABLE CHASE DETAIL - BASE BID

SCALE: 1 1/2" = 1'-0"

NO.	REVISION	DATE
	100% CONSTRUCTION DOCUMENTS	06-18-202

CONSULTANT:

City of West Park - Amphitheater
3501 SW 56th Avenue West Park, Florida

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4316 WEST BROWARD BOULEVARD
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PHONE: (954) 792-8525 FAX: (954) 337-0359
AA #26000685 WWW.CPZARCHITECTS.COM

DRAWING TITLE:

Reflected Ceiling Plan -Base Bid

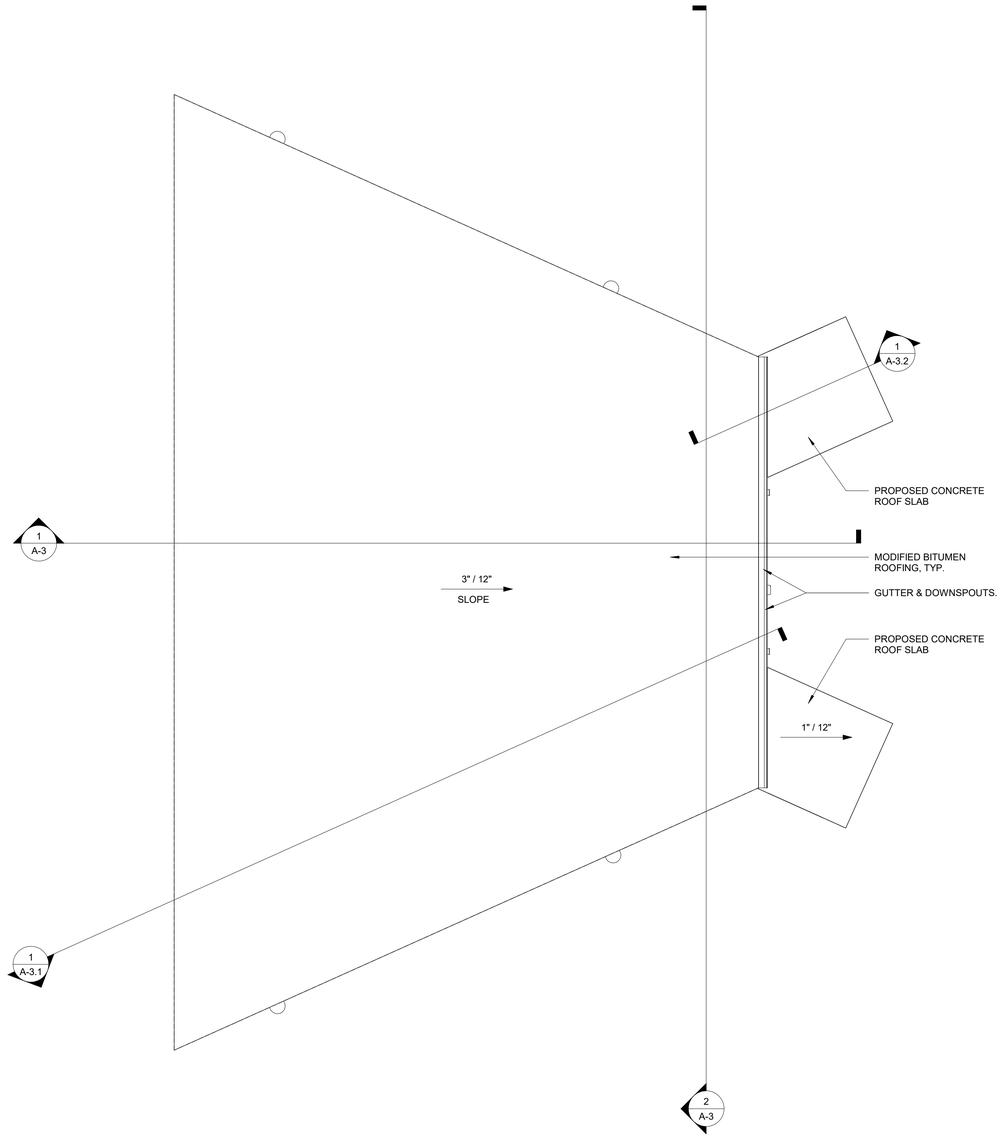
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CHECKED:	Checker
DATE:	06-18-2021
SCALE:	As indicated
PROJECT NO.	1974
SHEET:	A-1.1

STATE OF FLORIDA — CHRISTOPHER P. ZIMMERMAN — AR 10995 — REGISTERED ARCHITECT

CHRIS P. ZIMMERMAN, A.I.A.
REGISTERED ARCHITECT NO. 10,995
STATE OF FLORIDA

DATE: 06/25/2021

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ROOF PLAN - BASE BID

SCALE: 1/4" = 1'-0"

ROOF CALCULATIONS:

ROOF 'B' DRAINAGE CALCULATIONS

CALCULATION BASED ON 2020 FLORIDA PLUMBING CODE - 7TH ED.

RAINFALL RATE: 5" PER HOUR (AS PER FIGURE 1106.1)
ROOF DRAINAGE AREA: 1,267 SF OF TOTAL ROOF AREA

GPM= (PRECIPITATION X AREA IN SF X 0.623) / 60
GPM= (5 X 1,267 SF X 0.623) / 60
GPM= 65.77

VERTICAL LEADER (DOWNSPOUT): 65.77 GPM OF REQUIRED DRAINAGE
5" MIN. GUTTER REQUIRED @ 74 GPM [PER FBC PLUMBING TABLE 1106.6]

PROVIDE 6" MIN. GUTTER @ 110 GPM

SINGLE-PLY PVC ROOFING SPECIFICATION:

1. ROOFING SYSTEM TO BE SOPREMA SINGLE PLY PVC FULLY ADHERED ROOF SYSTEM. ROOFING SYSTEM SHALL BE INSTALLED OVER 1/2" DENSDECK, OVER SOPRA ISO INSULATION (R-11 MIN.) SHALL BE ONE-PLY WHITE GRANULAR SYSTEM WITH AN EDGE TO EDGE METAL FLASHING AND NDL (NO DOLLAR LIMIT) 20 YEAR WARRANTY.

2. ROOFING MANUFACTURER TO PROVIDE MIAMI-DADE COUNTY OR FLORIDA PRODUCT APPROVAL CERTIFICATION MEETING THE UP-LIFT REQUIREMENTS SHOWN ON THE STRUCTURAL DRAWINGS. FL 19947-R9

3. ROOFING INSTALLER TO CONDUCT A PRE-ROOFING SITE CONSTRUCTION MEETING WITH THE ROOFING MANUFACTURER'S REPRESENTATIVE PRIOR TO STARTING THE WORK

4. ROOFING INSTALLER SHALL SUBMIT SHOP DRAWINGS INCULDING PRODUCT APPROVAL , PROJECT-SPECIFIC DETAILS AND CUT SHEETS OF ALL MATERIALS TO THE ARCHITECT FOR REVIEW AT LEAST (2) TWO WEEKS PRIOR TO THE PRE-ROOFING MEETING.

5. ROOFING CONTRACTOR SHALL INSTALL A COMPLETE SYSTEM WITH ALL ACCESSORIES FOR A WATERTIGHT ROOFING SYSTEM.

6. CONTRACTOR SHALL SUBMIT PROJECT-SPECIFIC SHOP DRAWINGS FROM MANUFACTURER FOR REVIEW AND APPROVAL BY ARCHITECT. ALL ROOFING DETAILS SUBMITTED IN SHOP DRAWINGS SHALL BE FROM MANUFACTURER AND BE FOR THIS SPECIFIC PROJECT. MANUFACTURER'S DETAILS THAT ARE NOT SPECIFIC FOR THIS PROJECT WILL NOT BE ACCEPTED.

ROOFING SLOPE NOTE:

CONTRACTOR TO PROVIDE POSITIVE DRAINAGE AND COMPLY WITH F.B.C. SECTION 1507.11.1

1507.11 THE INSTALLATION OF MODIFIED ROOFING SHALL COMPLY WITH THE PROVISIONS OF THIS SECTION.

1507.11.1 SLOPE. ROOFS SHALL HAVE A DESIGN SLOPE OF NO LESS THAN ONE-FOURTH UNIT VERTICAL IN 12 UNITS HORIZONTAL (2- PERCENT SLOPE) FOR DRAINAGE.

NO.	REVISION	DATE
	100% CONSTRUCTION DOCUMENTS	06-18-202

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PHONE (954) 792-8525 FAX (954) 337-0359
AA #26000685 WWW.CPZARCHITECTS.COM

DRAWING TITLE:

Roof Plan -Base Bid

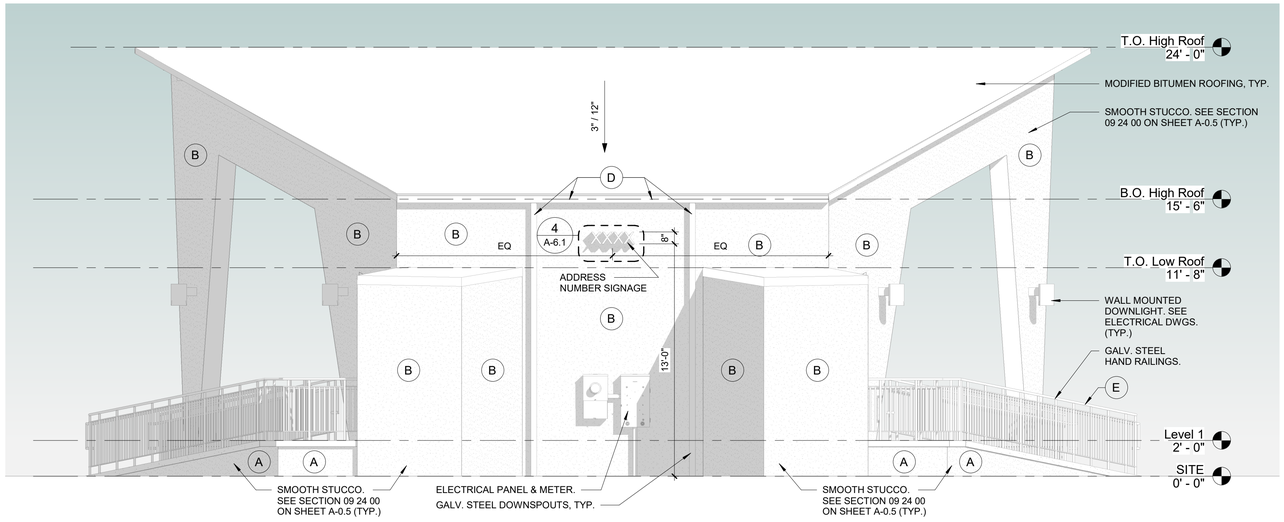
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SCALE:	As indicated
PROJECT NO.	1974
SHEET:	A-1.2

STATE OF FLORIDA
CHRISTOPHER P. ZIMMERMAN
AR 10995
REGISTERED ARCHITECT

CHRIS P. ZIMMERMAN, A.I.A.
REGISTERED ARCHITECT NO. 10,995
STATE OF FLORIDA

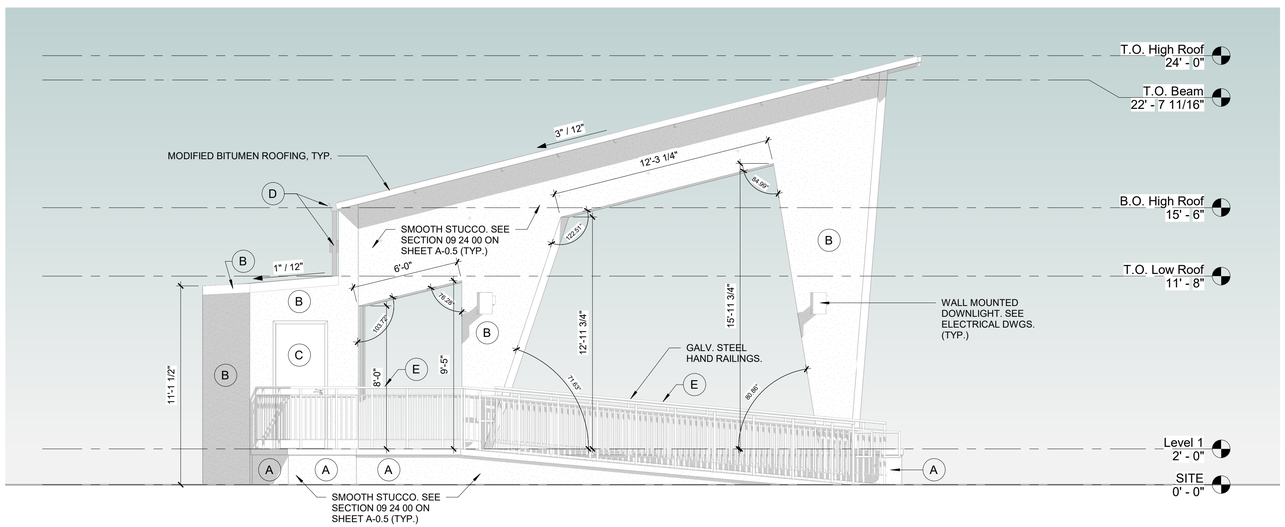
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1 / A-2 EAST ELEVATION (BASE BID)

SCALE: 1/4" = 1'-0"



2 / A-2 NORTH ELEVATION (BASE BID)

SCALE: 1/4" = 1'-0"

EXTERIOR BUILDING COLORS AND DECORATIVE ELEMENTS:

A **ACCENT COLOR**
SHERWIN WILLIAMS #SW: 6108 LATTE OR APPROVED EQUAL

B **MAIN BODY COLOR**
SHERWIN WILLIAMS #SW: 6387 COMPATIBLE CREAM OR APPROVED EQUAL

C **DOOR, DOOR FRAME, FASCIA & STUCCO BAND COLOR**
SHERWIN WILLIAMS #SW: 6108 LATTE OR APPROVED EQUAL.

D **METAL CONDUCTOR HEAD GUTTER & DOWNSPOUT**
CONTRACTOR TO PROVIDE MIN. 6"x6" SEAMLESS GALV. METAL CONDUCTOR HEAD GUTTER AND DOWNSPOUT. COLOR TO MATCH WALL. SILICONE SEAL EXTERIOR OF ALL DOWNSPOUT JOINTS TO PROVIDE COMPLETE WATER TIGHT SEAL. INSTALL SUPPORT STRAPS NO MORE THAN 3'-0" C/C. PROVIDE CONCRETE SPLASH BLOCKS ORIENTED AWAY FROM THE FOUNDATION OF THE BUILDING. CONTRACTOR TO PROVIDE SHOP DRAWING & COLOR SAMPLE OF POWDER COATING PRIOR TO FABRICATION FOR ARCHITECT'S REVIEW AND APPROVAL .

E **RAILING COLOR**
SHERWIN WILLIAMS #SW: 6993 BLACK OF NIGHT OR APPROVED EQUAL

EXTERIOR PAINT SPECIFICATION

NOTE: ALL SMOOTH STUCCO SURFACES SHALL BE PRIMED AND PAINTED WITH THIS PAINT SPECIFICATION UNLESS OTHER WISE NOTED ON ELEVATION SHEETS. CONTRACTOR TO REVIEW AND COORDINATE WITH PAINT CONTRACTOR PRIOR TO INSTALLATION.

PRIME COAT: 1 COAT – SHERWIN-WILLIAMS LOXON CONCRETE & MASONRY PRIMER, (A24W8300)
TOPCOATS: 2 COATS - SHERWIN-WILLIAMS DURATION EXTERIOR LATEX COATING – FLAT, (K32T00254)

NO.	REVISION	DATE
	100% CONSTRUCTION DOCUMENTS	06-18-202

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DRAWING TITLE:

Exterior Elevations -Base Bid

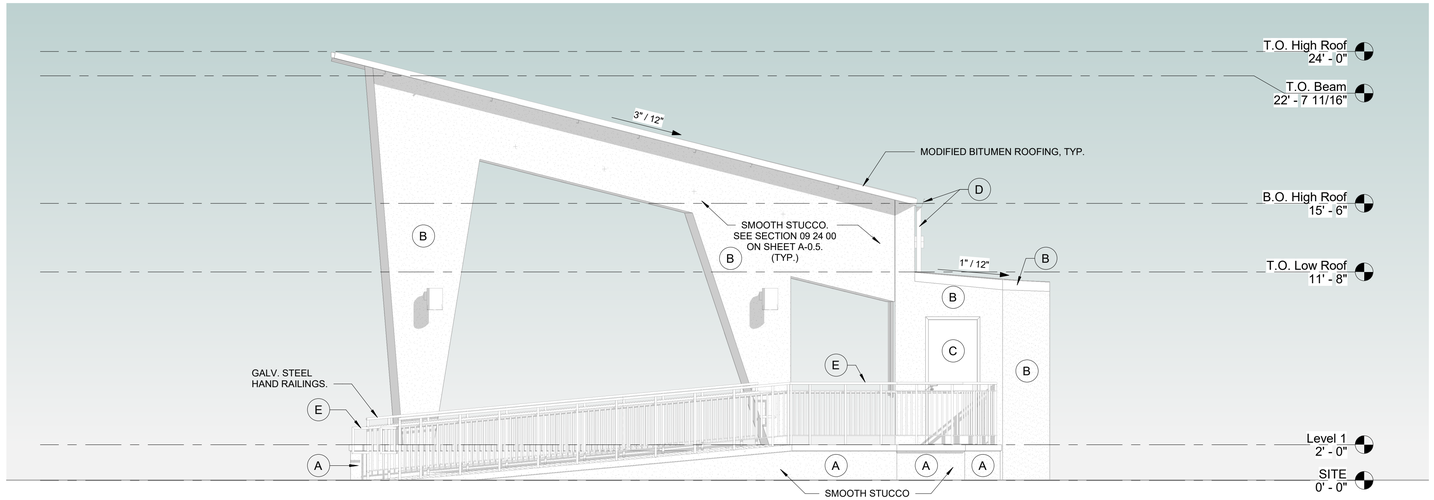
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DATE:	06-18-2021
SCALE:	As indicated
PROJECT NO.	1974
SHEET:	A-2

STATE OF FLORIDA · CHRISTOPHER P. ZIMMERMAN · AR 10995 · REGISTERED ARCHITECT

CHRIS P. ZIMMERMAN, A.I.A.
REGISTERED ARCHITECT NO. 10,995
STATE OF FLORIDA

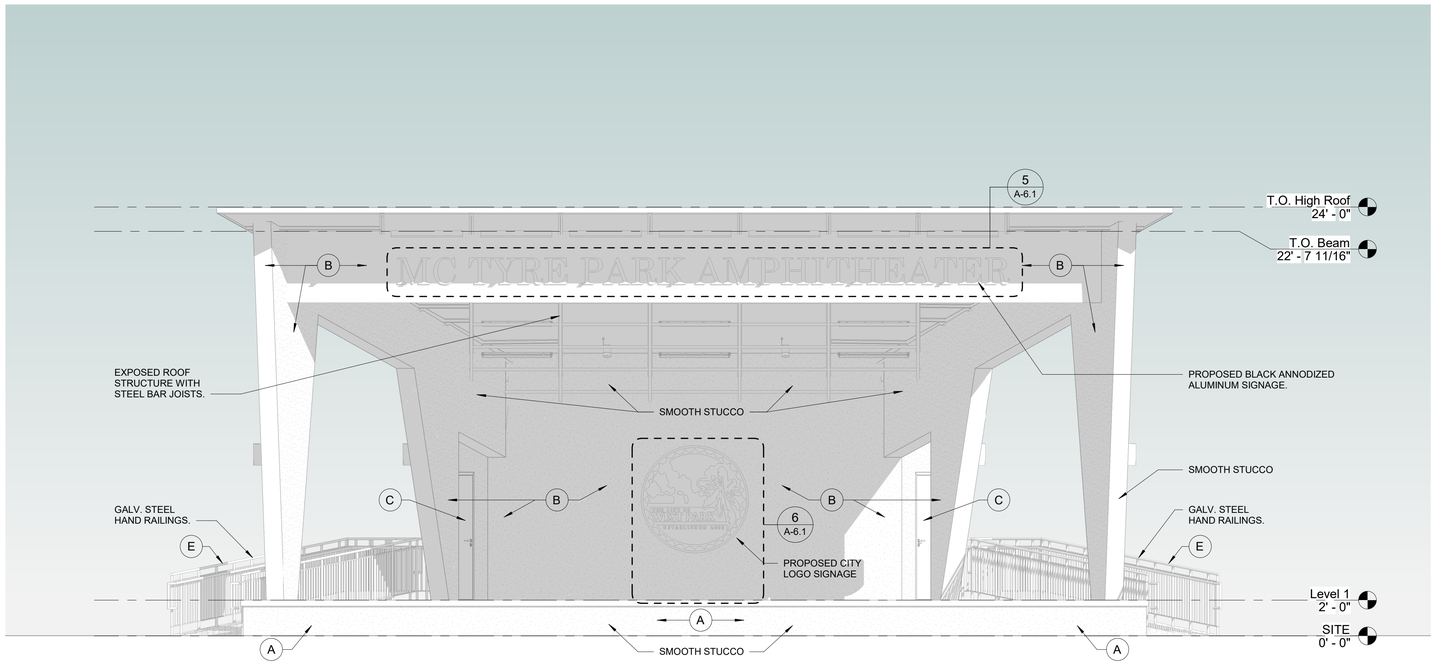
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1 A-2.1 SOUTH ELEVATION (BASE BID)

SCALE: 1/4" = 1'-0"



2 A-2.1 WEST ELEVATION (BASE BID)

SCALE: 1/4" = 1'-0"

EXTERIOR BUILDING COLORS AND DECORATIVE ELEMENTS:

A **ACCENT COLOR**
SHERWIN WILLIAMS #SW: 6108 LATTE OR APPROVED EQUAL

B **MAIN BODY COLOR**
SHERWIN WILLIAMS #SW: 6387 COMPATIBLE CREAM OR APPROVED EQUAL

C **DOOR, DOOR FRAME, FASCIA & STUCCO BAND COLOR**
SHERWIN WILLIAMS #SW: 6108 LATTE OR APPROVED EQUAL.

D **METAL CONDUCTOR HEAD GUTTER & DOWNSPOUT**
CONTRACTOR TO PROVIDE MIN. 6"x6" SEAMLESS GALV. METAL CONDUCTOR HEAD GUTTER AND DOWNSPOUT. COLOR TO MATCH WALL. SILICONE SEAL EXTERIOR OF ALL DOWNSPOUT JOINTS TO PROVIDE COMPLETE WATER TIGHT SEAL. INSTALL SUPPORT STRAPS NO MORE THAN 3'-0" C/C. PROVIDE CONCRETE SPLASH BLOCKS ORIENTED AWAY FROM THE FOUNDATION OF THE BUILDING. CONTRACTOR TO PROVIDE SHOP DRAWING & COLOR SAMPLE OF POWDER COATING PRIOR TO FABRICATION FOR ARCHITECT'S REVIEW AND APPROVAL .

E **RAILING COLOR**
SHERWIN WILLIAMS #SW: 6993 BLACK OF NIGHT OR APPROVED EQUAL

EXTERIOR PAINT SPECIFICATION

NOTE: ALL SMOOTH STUCCO SURFACES SHALL BE PRIMED AND PAINTED WITH THIS PAINT SPECIFICATION UNLESS OTHER WISE NOTED ON ELEVATION SHEETS. CONTRACTOR TO REVIEW AND COORDINATE WITH PAINT CONTRACTOR PRIOR TO INSTALLATION.

PRIME COAT: 1 COAT – SHERWIN-WILLIAMS LOXON CONCRETE & MASONRY PRIMER, (A24W8300)
TOPCOATS: 2 COATS - SHERWIN-WILLIAMS DURATION EXTERIOR LATEX COATING – FLAT, (K32T00254)

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CONSULTANT:

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AA #26000685 WWW.CPZARCHITECTS.COM

DRAWING TITLE:

Exterior Elevations -Base Bid

DRAWN: CC
CHECKED: CPZ
DATE: 06-18-2021
SCALE: As indicated
PROJECT NO. 1974
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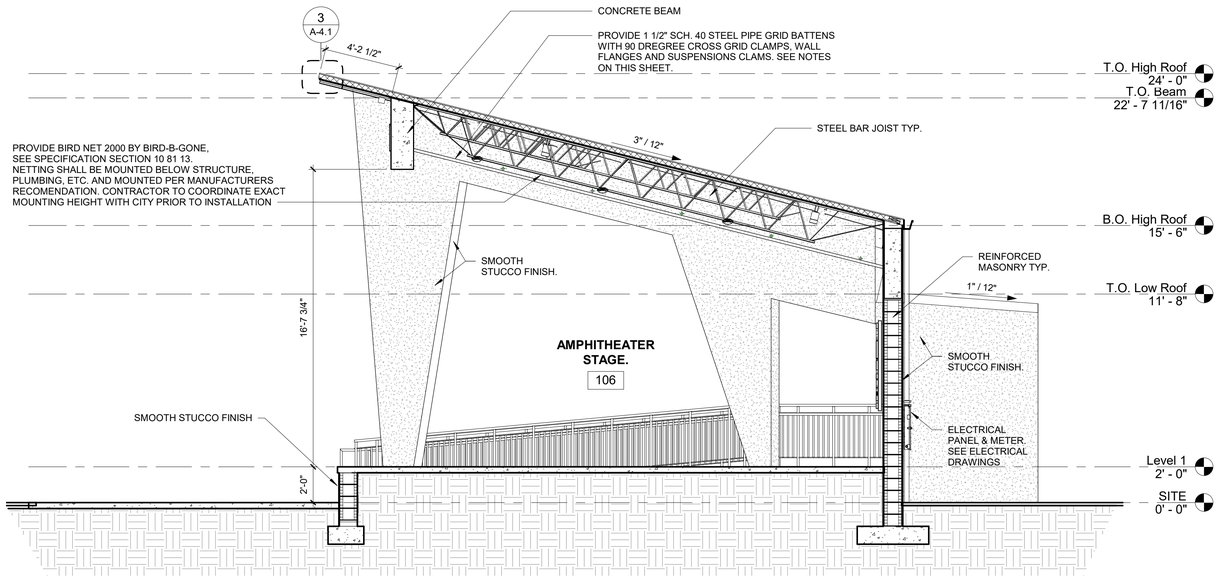
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STATE OF FLORIDA
CHRISTOPHER P. ZIMMERMAN
AR 10995
REGISTERED ARCHITECT

CHRIS P. ZIMMERMAN, A.I.A.
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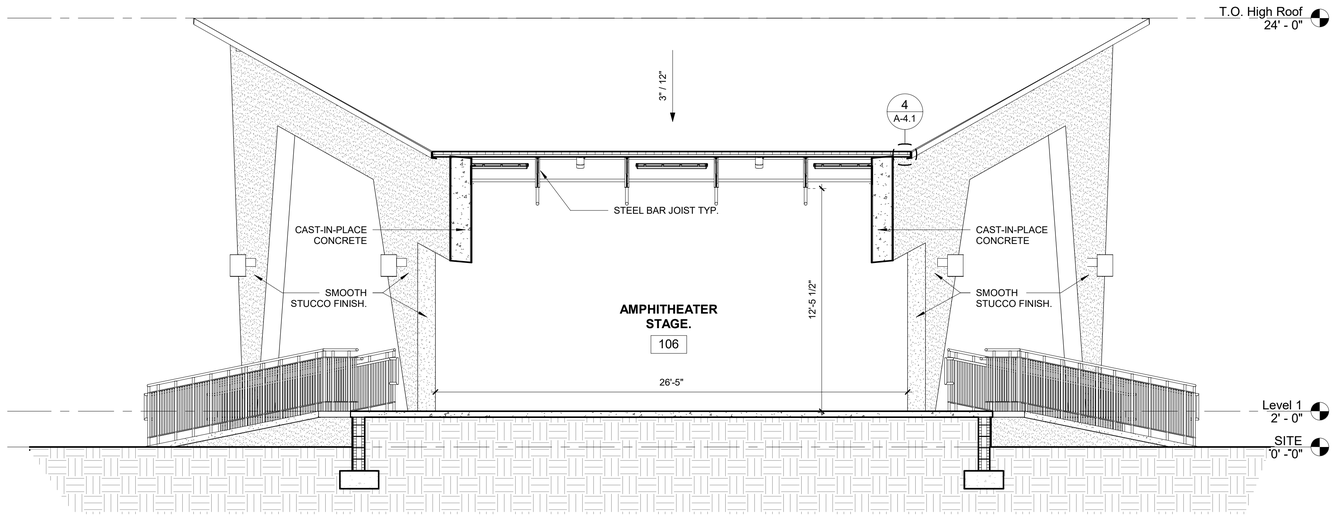
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1 A-3 Section 1 (Base Bid)

SCALE: 1/4" = 1'-0"



2 A-3 Section 2 (Base Bid)

SCALE: 1/4" = 1'-0"

PIPE GRID NOTES:

1. GRID SUPPLIER SHALL REVIEW DESIGN AND PROVIDE ALL COMPONENTS TO MEET THEATRICAL INDUSTRY STANDARD INSTALLATION MEANS AND METHODS. THE SUPPLIERSHALL BE EXPECTED TO DESIGN THE SYSTEMTO SUPPORT ALL NORMAL AND INDUSTRY STANDARD LIGHT, AND GRIDDING COMPONENTS NORMALLY INSTALLED ON THIS PIPE GRID. SUPPLIER SHALL INSTALL ALL COMPONENTS TO PROVIDE THE PROPER CAPACITIES, MOUNTING, AND CLEARANCE.
2. CONTRACTOR SHALL PROVIDE FULLY ENGINEERED, SIGN AND SEALED SHOP DRAWINGS SHOWING ALL MATERIALS AND CONNECTIONS, FOR REVIEW BY THE ARCHITECT PRIOR TO FABRICATION
3. ALL INFORMATION SHOWN ON THE DRAWINGS IS DIAGRAMMATIC AND GENERAL IN NATURE. IT IS THE RESPONSIBILITY OF THE PIPE GRID SUPPLIER TO PROVIDE COMPLETE, ENGINEERED SYSTEM MEETING INDUSTRY STANDARDS.
4. PIPE GRID IS TO BE SIZED AND CONFIGURED PER DRAWING REQUIREMENTS.
5. PROVIDE 1 1/2" SCHEDULE 40 STEEL PIPE BATTENS WITH 90 DEGREE CROSS GRID CLAMPS, WALL FLANGESAND SUSPENSION CLAMPS AS REQUIRED.
6. SUSPENSION CLAMPS SHALL BE LOCATED AT LEAST EVERY 10 FEET.
7. PROVIDE BLACK ENAMEL FINISH FOR ALL COMPONENTS.
8. PIPE GRID IS TO BE SUSPENDED MECHANICALLY FASTENED TO THE OVERHEAD STRUCTURE, UTILIZING UNISTRUT AND THREADED ROD AS REQUIRED. THE STEEL TRUSS SYSTEM HAS BEEN DESIGNED WITH ADDITIONAL CAPACITY TO SUPPORT THE GRID LOAD.
9. EACH GRID SUPPORT SHALL BE RATED FOR A 500LB WORKING LOAD AND IS REQUIRED BE THE DESIGN ENGINEER.
10. PROVIDE UNISTRUT SUPPORT STRUCTURE ABOVE PIPE GRID, MECHANICALLY FASTENED TO STRUCTURE, WHERE REQURIED.

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City of West Park - Amphitheater
3501 SW 56th Avenue West Park, Florida

DRAWING TITLE:

Building Sections- Base Bid

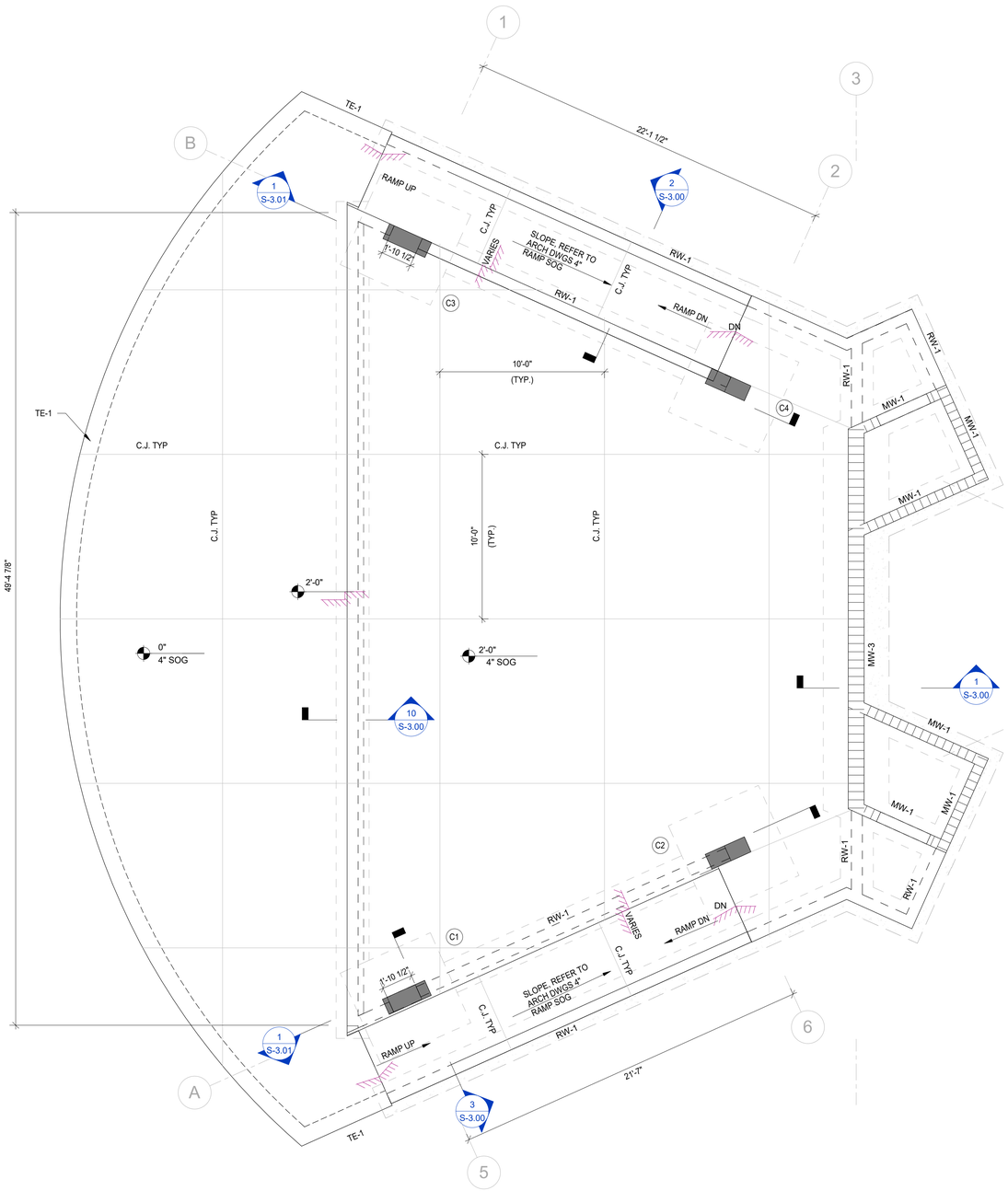
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DATE:	06-18-2021
SCALE:	As indicated
PROJECT NO.	1974
SHEET:	A-3

STATE OF FLORIDA
CHRISTOPHER P. ZIMMERMAN
AR 10995
REGISTERED ARCHITECT

CHRIS P. ZIMMERMAN, A.I.A.
REGISTERED ARCHITECT NO. 10,995
STATE OF FLORIDA

DATE: 06/25/2021

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1 GROUND FLOOR PLAN - (BASE BID)
S-2.01 1/4" = 1'-0"

NORTH

GROUND FLOOR PLAN NOTES:

1. FOR DIMENSION REFER TO FOUNDATION PLAN AND ARCHITECTURAL PLANS.
2. COORDINATE ALL SLOPES AND DRAINS WITH ARCHITECTURAL DRAWINGS.
3. ALL SLAB ELEVATIONS ARE BASED ON +0'-0" WHICH CORRESPOND TO THE TOP OF THE GROUND FLOOR SLAB.
4. COORDINATE ALL SLAB DEPRESSIONS AND ELEVATIONS WITH THE ARCHITECTURAL AND MEP DRAWINGS.
5. SLAB ON GRADE MUST BE A MINIMUM 4" THICK CONCRETE SLAB ON 15 MIL VAPOR BARRIER REINFORCED WITH ONE LAYER OF 6X6 – W1.4 X W1.4 WELDED WIRE FABRIC AT 1/3-DEPTH UNLESS OTHERWISE NOTED. WIRE FABRIC MUST BE PROVIDED IN SHEETS AND PLACE ON SAND CHAIRS. REFERENCE ARCHITECTURAL DRAWINGS FOR SLOPES AND DRAINS.
6. SLAB CONTRACTION JOINTS ARE REQUIRED AND ARE INDICATED AS C.J. ON PLAN. CONTRACTION JOINTS MAY BE TOOLED OR SAW CUT. THE CONTROL JOINTS MUST BE INSTALLED AS SOON AS THE CONCRETE IS WALKABLE BUT NO LONGER THAN FOUR HOURS OF PLACING THE CONCRETE. CONTRACTION JOINT LOCATION SHOWN MAY BE CHANGED AS REQUIRED FOR CONSTRUCTION SEQUENCING PROVIDED: THE MAXIMUM DISTANCE BETWEEN JOINTS MUST BE LESS THAT 10'; THE SLAB AREA BETWEEN JOINTS MUST BE LESS THAN 100 SQUARE FEET; THE BOUNDED AREA SHALL BE AS SQUARE AS POSSIBLE AND IN NO CASE MUST THE RATIO OF LONG SIDE TO SHORT SIDE EXCEED 1.5.
7. PROVIDE A TE-1 THICKENED REINFORCED CONCRETE EDGE AT ALL FREE SLAB ON GRADE SLAB EDGES. REFER TO ARCHITECTURAL DRAWINGS FOR LOCATIONS/LIMITS.
8. SLAB CURING IS REQUIRED. SEE STRUCTURAL NOTES.
9. CONCRETE MIXES FOR ALL EXTERIOR CONCRETE COMPONENTS SHALL INCLUDE BARRIER ONE CONCRETE ADMIXTURE IN THEIR MIX DESIGNS
10. COVER ALL STEEL SECTION EXPOSED TO EARTH AND BELOW GRADE W/ 2 LAYERS OF HEAVY BITUMASTIC PAINT.
11. AT CMU WALLS, PROVIDE ONE ADDITIONAL VERTICAL REINFORCING BAR IN A GROUT FILLED CELL AT ALL WALL INTERSECTIONS, AT ENDS OF WALLS AND AT EDGES OF ALL WALL OPENINGS EXCEEDING TWO FEET IN WIDTH. SEE STRUCTURAL NOTES ON SHEET S-0.00 FOR ADDITIONAL REQUIREMENTS.
12. MW-X INDICATES A CMU WALL. PLEASE REFER TO CMU WALL SCHEDULE FOR ADDITIONAL DETAIL.
13. RW-X INDICATES A RETAINING WALL. PLEASE REFER TO WALL SCHEDULE FOR ADDITIONAL DETAIL.
14. 14. TE-X INDICATES A THICKENED SLAB EDGE. PLEASE REFER TO THICKENED EDGE SCHEDULE FOR ADDITIONAL DETAIL.

NO.	REVISION	DATE
	100% CDs	06/18/21

CONSULTANT:

City of West Park - Amphitheater

3501 SW 56th Avenue West Park, Florida

CPZ ARCHITECTS, INC.
4316 WEST BROWARD BOULEVARD
PLANTATION, FLORIDA 33317
PHONE: (954) 792-8525 FAX: (954) 337-0359
AA #26000685 WWW.CPZARCHITECTS.COM

MUEngineers, Inc.
Certificate of Authorization No.29348
CONSULTING STRUCTURAL ENGINEERS
3440 N.E. 12TH AVENUE
OAKLAND PARK, FL 33334
PH: 954-324-4730
FAX: 954-653-4170

RICARDO A. MADRIZ
FL P.E. # 68444
JUNE 24, 2021

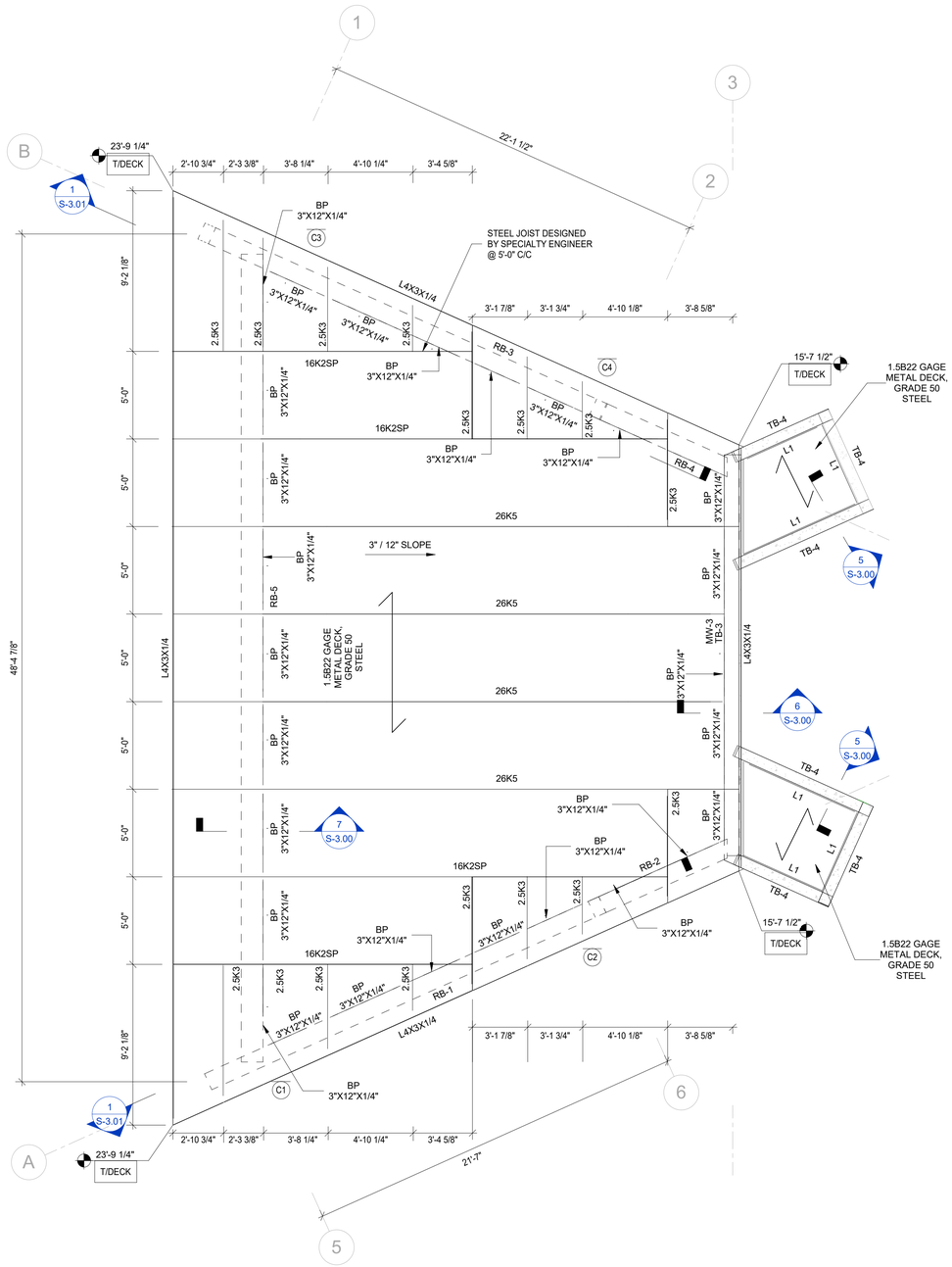
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GROUND FLOOR PLAN - (BASE BID)

DRAWN:	AW
CHECKED:	RAM
DATE:	06/18/21
SCALE:	AS NOTED
PROJECT NO.	19121003
SHEET:	S-2.01

NOTE: MUE19121003
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DETAILS AND VIEWS ON THIS SHEET ARE TO SCALE INDICATED WHEN PRINTED ON A 24x36 SIZE SHEET.

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1 S-2.02 ROOF FRAMING PLAN - (BASE BID)
1/4" = 1'-0"

NORTH

ROOF NOTES:

1. SEE THE FOUNDATION AND GROUND FLOOR PLAN FOR ADDITIONAL SHEET NOTES
2. REFER TO ARCHITECTURAL DRAWINGS FOR ROOFING MATERIALS, ROOF SLOPES, DRAINS, ETC.
3. ALL ELEVATIONS SHOWN ON THESE PLANS ARE RELATIVE TO THE TOP OF THE GROUND FLOOR SLAB AT ELEVATION +0' -0".
4. REFER TO STRUCTURAL NOTES FOR ADDITIONAL INFORMATION.
5. VERIFY ALL ELEVATIONS WITH ARCHITECTURAL DRAWINGS.
6. METAL DECK MUST BE MINIMUM 1 ½" 22 GAUGE TYPE B (G90) ROOF DECK. SEE THE DECKING DIAGRAM FOR ADDITIONAL INFORMATION
7. DECKS TO BE IN SHEET LENGTHS TO SPAN (3) OR MORE SUPPORTS.
8. FOR METAL DECK FASTENER PATTERN, REFER TO THE DECKING DIAGRAM.
9. L-1 INDICATES L4X3X1/4 LLV CONTINUOUS STEEL ANGLE WITH 1/2" DIAM. ANCHOR BOLTS PER SPACED @16" C/C. ANCHOR BOLTS MUST BE LOCATED AT THIRD POINTS BETWEEN JOISTS.
10. L-2 INDICATES L3X3X1/4 CONTINUOUS STEEL ANGLE WITH (3) ½" Ø ANCHOR BOLTS PER JOIST SPACING. ANCHOR BOLTS MUST BE LOCATED AT THIRD POINTS BETWEEN JOISTS.
11. BP-3X12X1/4 INDICATES 3X12X1/4" BENT PLATE WITH (3) 1/2" DIAM. ANCHOR BOLTS PER JOIST SPACING. ANCHOR BOLTS MUST BE LOCATED AT THIRD POINTS BETWEEN JOISTS.
12. FILL CMU WALL CELLS WITHIN 16" AROUND ALL POST-INSTALLED ANCHOR OR DRILLED AND EPOXIED REBAR LOCATIONS SOLID WITH GROUT 48 HOURS PRIOR TO INSTALLING ANCHOR BOLTS
13. THE ROW OF DIAGONAL JOIST BRIDGING NEAREST TO MIDSPAN MUST HAVE BOLDED CONNECTION AT CHORDS AND INTERSECTIONS. ALL OTHER DIAGONAL JOIST BRIDGING MAY HAVE WELDED CONNECTIONS AT CHORDS AND INTERSECTIONS.
14. UPLIFT BRIDGING IS REQUIRED. PROVIDE A MINIMUM OF 1 ROW OF BOTTOM CHORD BRIDGING NEAR THE FIRST BOTTOM CHORD PANEL POINT OF ALL JOISTS.

NO.	REVISION	DATE
	100% CDs	06/18/21

CONSULTANT:

City of West Park - Amphitheater

3501 SW 56th Avenue West Park, Florida

CPZ ARCHITECTS, INC.
4316 WEST BROWARD BOULEVARD
PLANTATION, FLORIDA 33317
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AA #26000685 WWW.CPZARCHITECTS.COM

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PH: 954-324-4730
FAX: 954-653-4170

RICARDO A. MADRIZ
FL P.E. # 68444
JUNE 24, 2021

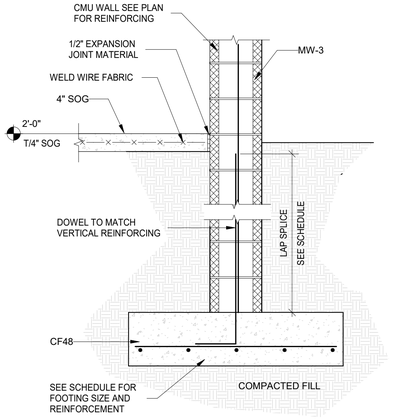
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ROOF LEVEL

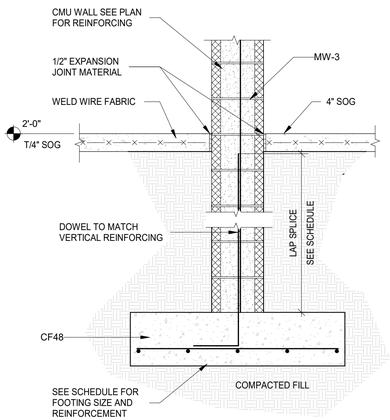
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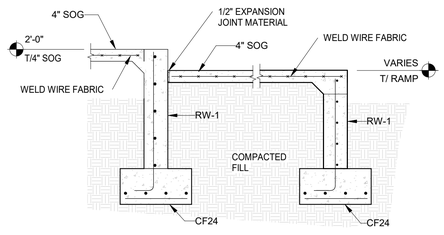
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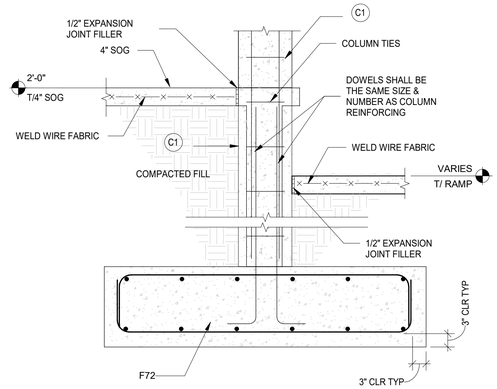
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S-3.00 3/4" = 1'-0"



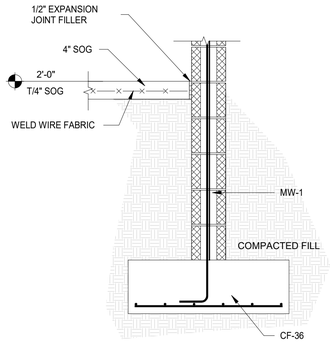
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S-3.00 3/4" = 1'-0"



2 2/S3.00
S-3.00 1/2" = 1'-0"



3 3/S3.00
S-3.00 3/4" = 1'-0"



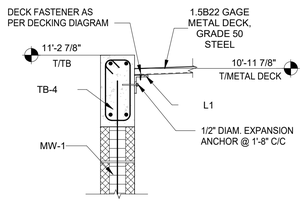
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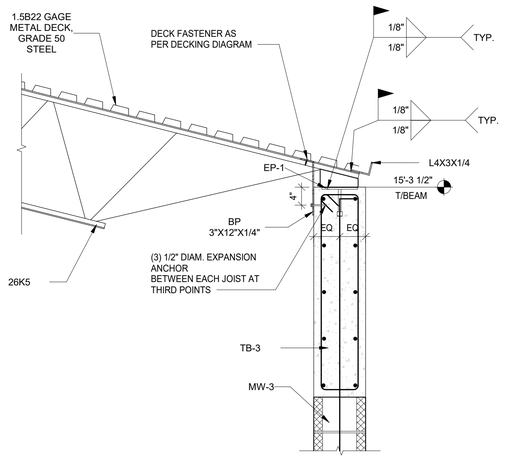
CONSULTANT:

City of West Park - Amphitheater

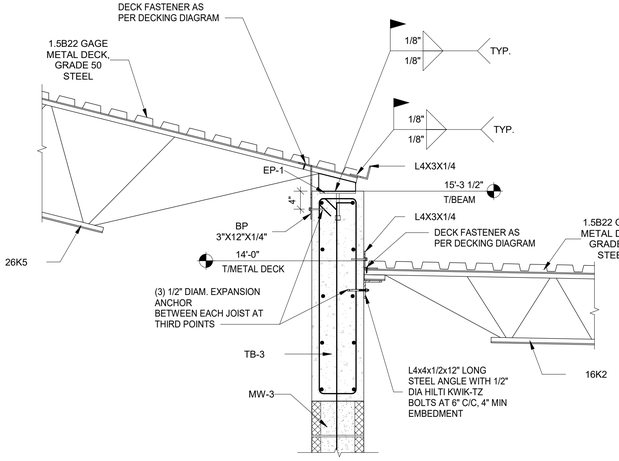
3501 SW 56th Avenue West Park, Florida



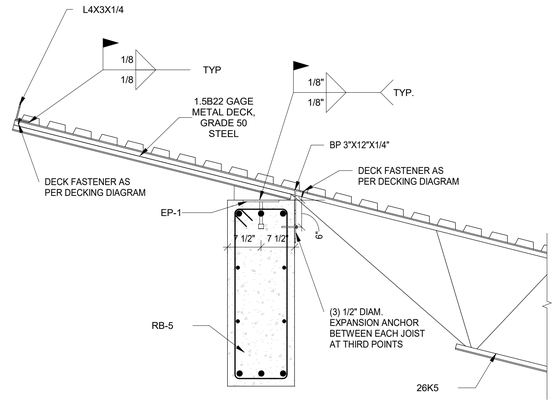
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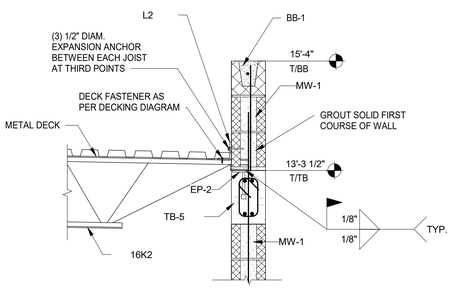
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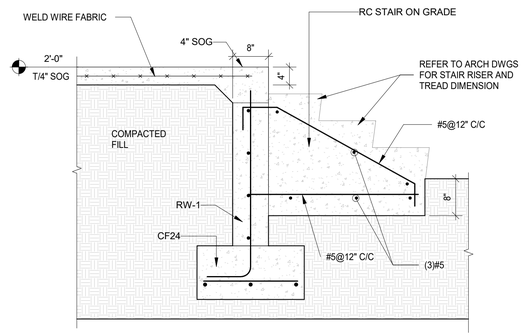
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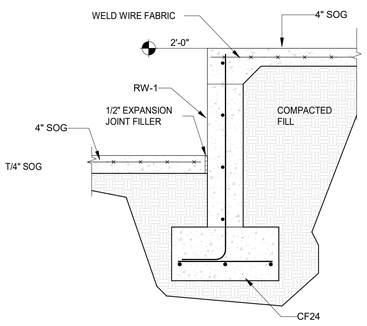
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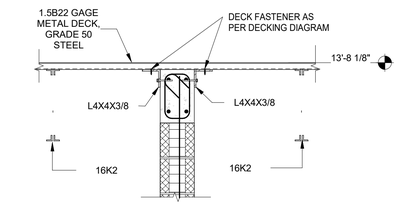
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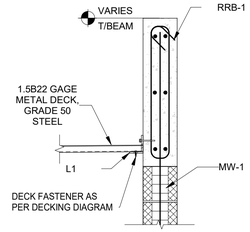
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10 10/S3.00
S-3.00 3/4" = 1'-0"



11 11/S3.00
S-3.00 3/4" = 1'-0"



12 12/S3.00
S-3.00 3/4" = 1'-0"

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PLANTATION, FLORIDA 33317
PHONE: (954) 792-8525 FAX: (954) 337-0359
AA #26000685 WWW.CPZARCHITECTS.COM

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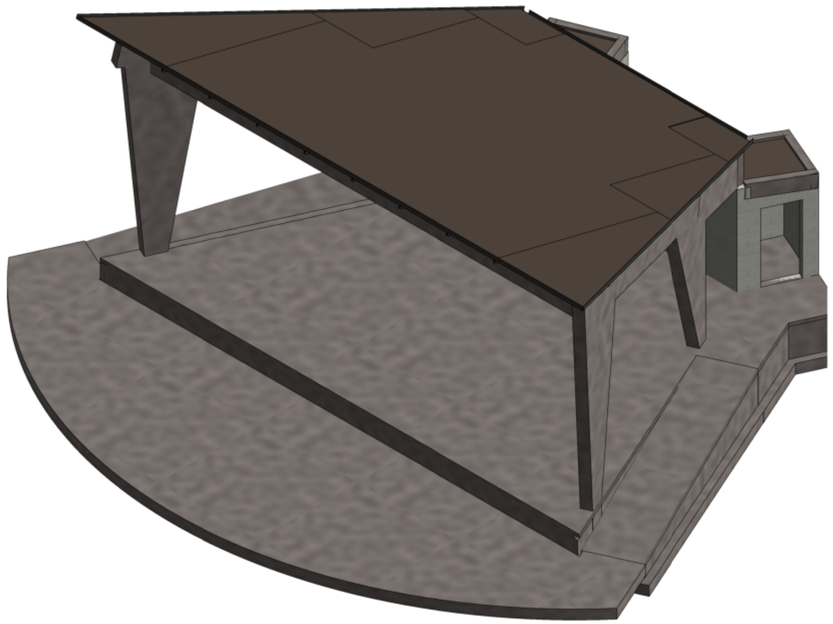
SECTIONS AND DETAILS

MUEngineers, Inc.
Certificate of Authorization No.29348
CONSULTING STRUCTURAL ENGINEERS
3440 N.E. 12TH AVENUE
OAKLAND PARK, FL 33334
PH: 954-324-4730
FAX: 954-653-4170
RICARDO A. MADRIZ
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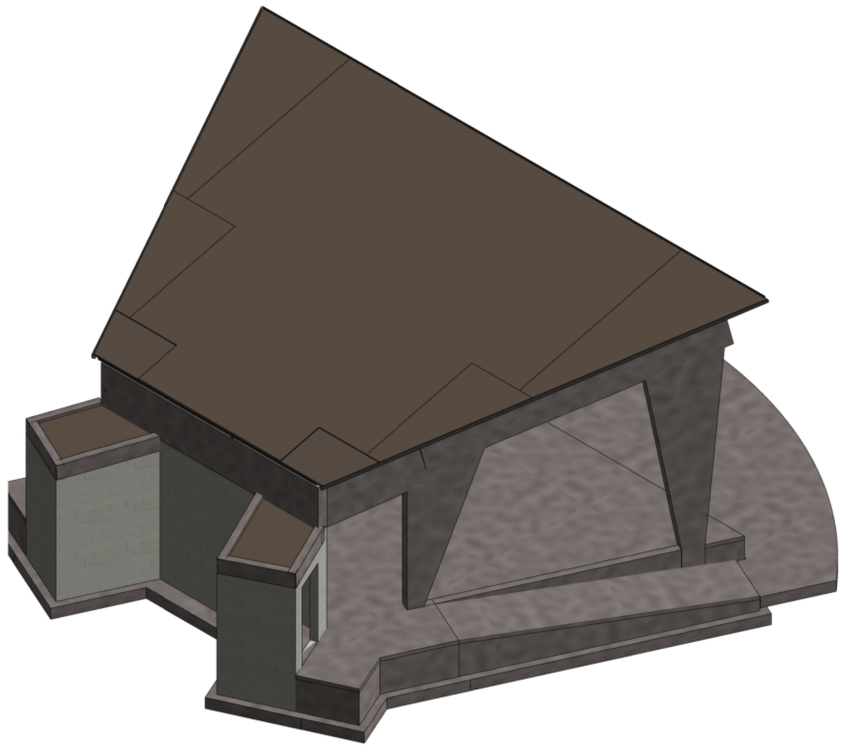
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SHEET:	S-3.00

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1 S-5.00 3D VIEW #1 - OPTION 1



2 S-5.00 3D VIEW #2 - OPTION 1

NO.	REVISION	DATE
	100% CDs	06/18/21

CONSULTANT:

City of West Park - Amphitheater

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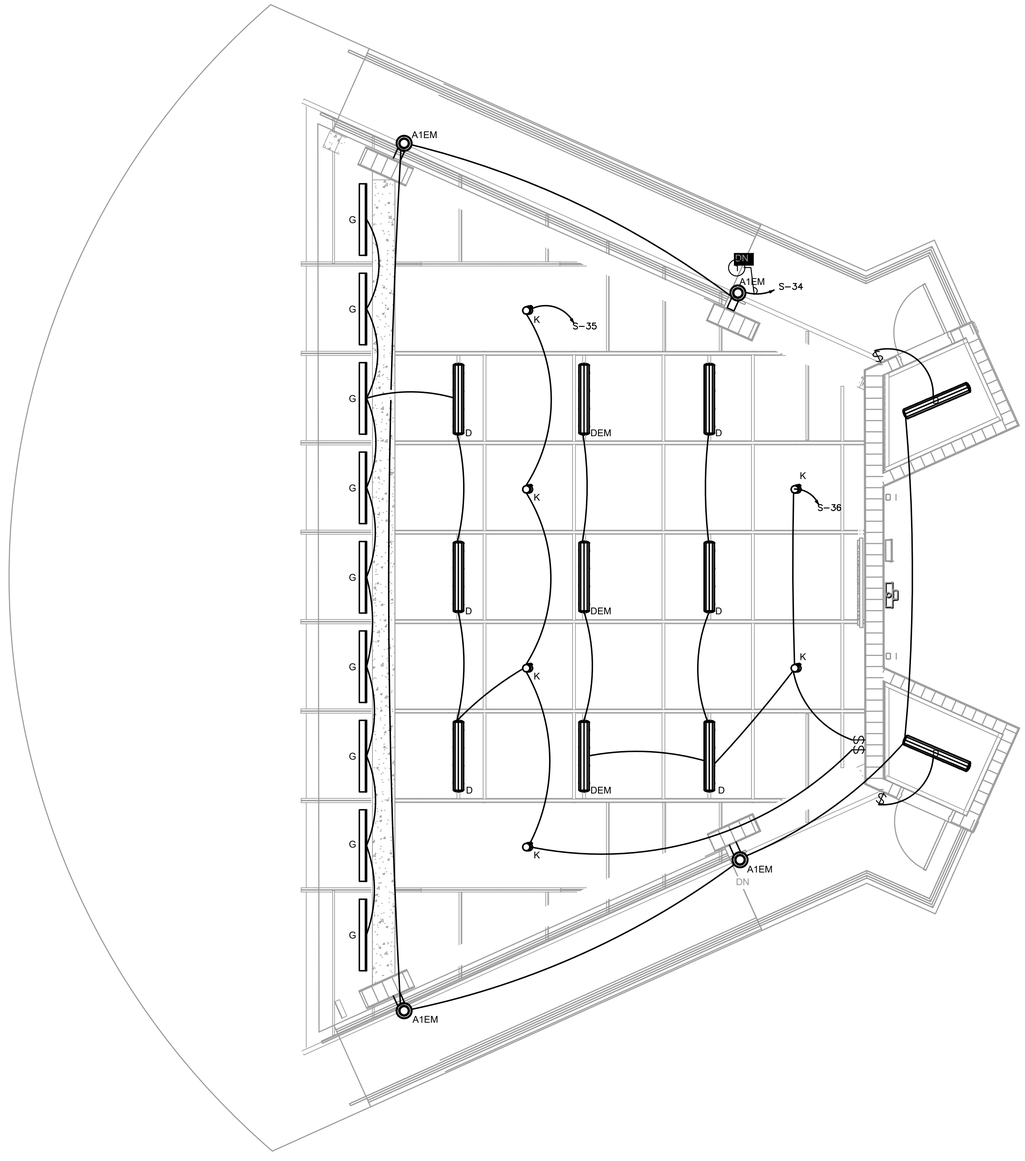
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3D VIEWS - OPTION 1

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BASE LIGHTING PLAN

1/4"=1'-0"

NORTH

NO.	REVISION	DATE
	100% CD	06-18-2021

CONSULTANT:

City of West Park - Amphitheater

3501 SW 56th Avenue West Park, Florida

CPZ ARCHITECTS, INC.

4316 WEST BROWARD BOULEVARD
PLANTATION, FLORIDA 33317
PHONE: (954) 792-8525 FAX: (954) 337-0359
AA #26000605 WWW.CPZARCHITECTS.COM

CPZ

KEY NOTE

1. CIRCUIT THROUGH PHOTOCELL/TIMECLOCK

DRAWING TITLE:

LIGHTING PLAN
BASE PLAN

ISSUED FOR REVIEW -
NOT FOR PRICING OR CONSTRUCTION

KAMM CONSULTING PROJECT #: 2020-0586
PROJECT MANAGER: JOHN MAYR

KAMM Consulting
1408 Orange Avenue
Fort Pierce, Florida 34950
Phone 954.448.0792
Jmayr@kammconsulting.com
Certification of Authorization #8189

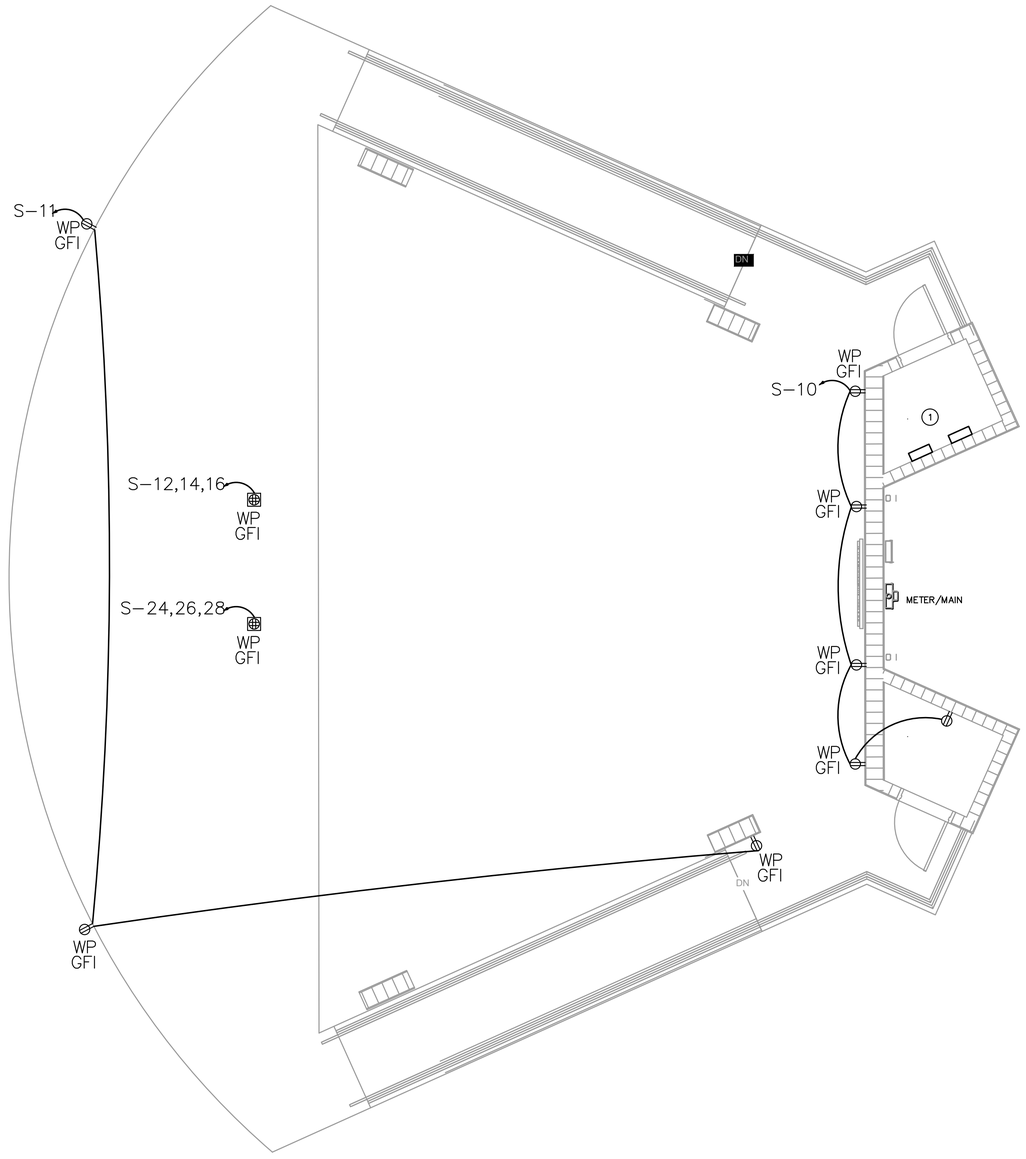
PRINCIPAL
Bradly L Brown Florida License #58232

date

signed

DRAWN: CC
CHECKED: CPZ
DATE: 09-18-2020
SCALE: As indicated
PROJECT NO. 1974
SHEET:

E2.1



BASE BID
POWER PLAN

1/4"=1'-0"

KEY NOTE

1. ELECTRICAL CONTRACTOR TO PROVIDE SIGNAGE INDICATING MAX AMPERAGE AT COMPANY SWITCH, SOUND PANEL, & LIGHTING PANEL.

NO.	REVISION	DATE
	100% CD	06-18-2021

CONSULTANT:

City of West Park - Amphitheater
3501 SW 56th Avenue West Park, Florida

CPZ ARCHITECTS, INC.
4316 WEST BROWARD BOULEVARD
PLANTATION, FLORIDA 33317
PHONE: (954) 792-8325 FAX: (954) 337-0359
AA #26006085 WWW.CPZARCHITECTS.COM

DRAWING TITLE:

POWER PLAN
BASE BID PLAN

ISSUED FOR REVIEW -
NOT FOR PRICING OR CONSTRUCITON

KAMM CONSULTING PROJECT #: 2020-0586
PROJECT MANAGER: JOHN MAYR

KAMM Consulting
1408 Orange Avenue
Fort Pierce, Florida 34950
Phone 954.448.0792
Jmayr@kammconsulting.com
Certification of Authorization #8189

PRINCIPAL
Bradly L Brown Florida License #58232

date

signed

DRAWN: CC
CHECKED: CPZ
DATE: 09-18-2020
SCALE: As indicated
PROJECT NO. 1974

SHEET:

E3.1

EXHIBIT B

Amphitheater Project Permitting Approvals

State of Florida Department of Environmental Protection

Cultural Center Land-Use Plan Approval

FLORIDA DEPARTMENT OF Environmental Protection

Marjory Stoneman Douglas Building
3900 Commonwealth Boulevard
Tallahassee, FL 32399

Ron DeSantis
Governor

Jeanette Nuñez
Lt. Governor

Shawn Hamilton
Secretary

August 7, 2024

Mr. Raul F. Perez
Chief Facilities Design & Construction Officer
School Board of Miami-Dade County
1450 NE 2 Avenue, Room 525
Miami, FL 33132

Sent via Email: rperez6@dadeschools.net

RE: Lease 4285 Land Use Plan

Dear Mr. Perez,

The Division of State Lands, Bureau of Public Land Administration has received and reviewed the above-mentioned Land Use Plan and find that it complies with the applicable statutes and rules. Additional requirements per Section 253.034(5), Florida Statutes, include: a review by the department of all short-term goal accomplishments that shall be achieved within a 5-year planning period. Five years after the effective date of the lease, the Parent Lessee must submit an update on all short-term goal accomplishments to the Division of State Lands within 30 days of the five-year anniversary date which will be due April 7, 2026. The Land Use Plan update is due 10 years from the effective date of the parent lease and every 10 years thereafter. The next Land Use Plan update will be due April 7, 2031.

Acceptance of this Land Use plan does not waive the authority or jurisdiction of any governmental entity that may have an interest in this project. Implementation of any activities proposed by this plan may require a permit or other authorization from federal and state agencies having regulatory jurisdiction over those activities a permit or other authorization from federal and state agencies having regulatory jurisdiction over those activities.

Sincerely,

Brad Richardson, Chief
Bureau of Public Land Administration
Division of State Lands

BR/RM

CC: Mr. Stephen David, City of West Park, sdavid@cityofwestpark.org
Larry Mahoney, Broward County, lmahoney@broward.org

State of Florida Department of Environmental Protection

Cultural Center Land-Use Plan Approval

Resilient Environment Department
ENVIRONMENTAL PERMITTING DIVISION
Water and Environmental Licensing Section
1 North University Drive, Mailbox 201, Plantation, Florida 33324
Phone * 954-519-1483 Fax * 954-519-1412

May 02, 2024

City of West Park
Attention: Mr. Ajibola W. Balogun, City Manager
1965 South State Road 7
West Park, FL 33023

RE: McTyre Park Amphitheater & Restrooms
City of West Park, S/T/R (30-51-42)

This is to notify you of the Resilient Environment Department's (RED) action concerning your application received 11/27/2023. The application has been reviewed for compliance with the following requirements:

Broward County Surface Water Management Review - GRANTED

RED has reviewed the project for compliance with the Surface Water Management requirements of Chapter 27, Article V Sec. 27-191 through 27-202 of the Broward County Code.

Based on the information submitted, Surface Water Management License No. SWM2003-142-3 was issued on 05/02/2024. The above named licensee is hereby authorized to perform the work or operate the facility shown on the approved drawing (s), plans, documents and specifications, as submitted by licensee, and made a part hereof.

Please be advised that no Certificate of Occupancy can be issued on this project until released, in writing, by all RED divisions as required. Such release will be pending approval of any engineering certifications required by specific condition No. 15.

The above referenced approvals will remain in effect subject to the following:

1. the attached Broward County General Conditions;
2. the attached Broward County Specific Conditions;
3. the attached __8__ exhibits.

Giovanni Conde FOR

Johana Narvaez, M.S., Environmental Program Manager
Surface Water Management Program

Enclosed are the following:

- ☑ executed staff report; and
- ☑ set(s) of stamped and approved plans

Broward County Board of County Commissioners
Environmental Permitting Division

Surface Water Management Licensing Program

"What to Expect When We Are Inspecting Surface Water Management Systems"

A guideline for **engineers**, **contractors**, and **licensees** of surface water management systems when applying for the release of Certificate(s) of Occupancy.

The intent of this document is to establish some guidelines to achieve compliance with the Code while maximizing customer service needs to licensees and their agents and the local building departments by facilitating the Certificate(s) of Occupancy (CO) release procedure for building projects. It is also the intent of this document to encourage licensees and their agents and the local building departments to not put our inspection staff on the "critical path". ***We recognize that the local building departments must adhere to the requirements of the Florida Building Code and the requirements of Article I of the Broward County Natural Resource Protection Code.***

The Environmental Permitting Division (EPD) - Surface Water Management Licensing program has the responsibility of reviewing designs, licensing, and inspecting surface water management systems within portions of Broward County under the provisions of the Broward County Natural Resource Protection Code, Chapter 27, Section 27-191 through Section 27-201. This includes enforcement for the purpose of protecting our natural resources. This document contains specific information about the EPD's surface water management inspection procedures, review of record/as-built drawings, and time required to complete the procedure successfully. Please be advised this document may be included with the approved license and may be modified on an as-needed basis.

***The following certification package must be submitted at least two (2) weeks prior to the anticipated date of occupancy; exceptions may be made on a case by case basis*.**

Note: Items 1, 2 & 3 may apply to plans stamped as General Licenses (GL##-###) if approved license is conditioned to provide construction certification.

1. Final Record/As-built Drawings (hard copy and electronic) of the site, lake/canal slopes, control structure(s) or overflow structure(s) (where applicable), and Finished Floor Elevation(s); etc.

2. Signed and sealed letter from a Florida-Registered Professional Engineer certifying all components of the surface water management system were constructed in substantial conformance with the approved plans; and

3. When requesting a partial certification include a $100 partial certification fee (fees are subject to change). The certifying engineer must indicate that a substantial amount of the water management system has been constructed to serve the partial phase to satisfy the water quality and water quantity requirements of the Code and exactly which lots/buildings are requested for release.

Staff will perform an inspection on a first-come first-served basis of the above items. A successful submittal of the required items will prevent unwanted delays in the inspection and CO release processes.

What we look for During the Record/As-Built Drawing Review and During the Inspection

1. The engineer's letter must contain the appropriate certification language. The suggested wording is located in the Code and in the specific conditions of the license. The letter must be signed and sealed. It is imperative that the engineer of record describe any minor modifications to the system that were made during the construction of the project. However, substantial modifications must have received prior approval by the Surface Water Licensing Program.

2. The as-built/record drawing must document the Finished Floor Elevation(s) showing substantial conformance with approved plans.

3. In addition to rim, manhole, and pipe invert elevations, the plans should contain a sufficient amount of survey information to show that the site grades and perimeter grades were constructed in substantial conformance with the approved plans.

4. If part of the approved system, lake and canal slope as-built plans should contain a substantial number of cross sections (a minimum of 1 section per 50 linear feet is preferred) to show compliance with the Department's slope criteria. The staff reserves the right to require additional slope cross sections as necessary as well as slope regrading. Surface area calculations at the control elevation should be submitted for lakes.

5. Control structure or overflow structure information must show all (as-built) dimensions and elevations.

6. All catch basin and manhole structures must have appropriate mudwork to prevent seepage that could lead to structure/asphalt failures and subsequent turbidity violations.

7. All catch basins, manholes, and pipes must be relatively free of sediment and debris and must be accessible to staff. Arrangements should be made with staff for inspecting basins that are covered with fabric materials for sediment control purposes. Fabric must be removed by the licensee or other appropriate personnel prior to the inspection.

8. Lake, canal, swale, dry detention/retention area slopes must be stabilized through appropriate measures, i.e, no evidence of erosion or sedimentation should be encountered during the inspection. Arrangements should be made with staff with regards to timeliness of sodding or seeding slopes and bottoms of dry detention/retention areas.

9. All baffle mechanisms must be made water tight at all contact surfaces of basin walls by a durable gasket device.

Successful compliance with the above items will insure a timely release of the Certificate(s) of Occupancy from division staff.

Upon completion of the field inspection, arrangements with inspection staff will be made to correct all observed field deficiencies. With your cooperation, the Operation Letter will be released upon correction of all field deficiencies.

Environmental Permitting Division
Surface Water Management Licensing Program
1 North University Drive, Mailbox 201• Plantation, Florida 33324
Phone 954-519-1483 FAX 954-519-1412

Broward County General Condition

1. The terms, conditions, requirements, limitations and restrictions set forth herein are accepted by the Licensee and must be completed by the Licensee and are enforceable by Resilient Environment Department (RED) pursuant to Chapter 27 of the Broward County Code of Ordinances (BCC). RED will review this license periodically and may revoke or suspend the license, and initiate administrative and/or judicial action for any violation of the conditions by the Licensee, its agents, employees, servants or representatives.

2. This license is valid only for the specific uses set forth in the license application and any deviation from the approved uses may constitute grounds for revocation, suspension, and/or enforcement action by RED.

3. In the event the Licensee is temporarily unable to comply with any of the conditions of the license or with Chapter 27 BCC, the Licensee shall notify RED within eight (8) hours or as stated in the specific section of Chapter 27 BCC. Within three (3) working days of the event, the Licensee shall submit a written report to RED that describes the incident, its cause, the measures being taken to correct the problem and prevent its reoccurrence, the owner's intention regarding the repair, replacement and reconstruction of destroyed facilities and a schedule of events leading toward operation with the license condition.

4. The issuance of this license does not convey any vested rights or exclusive privileges, nor does it authorize any injury to public or private property or any invasion of personal rights, or any violation of federal, state or local laws or regulations.

5. This license must be available for inspection on the Licensee's premises during the entire life of the license.

6. By accepting this license, the Licensee understands and agrees that all records, notes, monitoring data and other information relating to the construction or operation of this licensed facility or activity, that are submitted to the county, may be used by the county as evidence in any enforcement proceeding arising under Chapter 27 BCC, except where such use is prohibited by section 403.111, Florida Statutes.

7. The Licensee agrees to comply and shall comply with all provisions of the most current version of Chapter 27 BCC.

8. Any new owner or operator of a licensed facility shall apply by letter for a transfer of license within thirty (30) days after sale or legal transfer. The transferor shall remain liable for performance in accordance with the license until the transferee applies for and is granted a transfer of license. The transferee shall be liable for any violation of Chapter 27 BCC that results from the transferee's activities. The transferee shall comply with the transferor's original license conditions when the transferee has failed to obtain its own license.

9. The Licensee, by acceptance of this license, specifically agrees to allow access and shall allow access to the licensed source, activity or facility at times to RED personnel for the purposes of inspection and testing to determine compliance with this license and Chapter 27 BCC.

10. This license does not constitute a waiver or approval of any other license, approval, or regulatory requirement by this or any other governmental agency that may be required.

11. Enforcement of the terms and provisions of this license shall be at the reasonable discretion of RED, and any forbearance on behalf of RED to exercise its rights hereunder in the event of any breach by the Licensee, shall not be deemed or construed to be a waiver of RED's rights hereunder.

Broward County Specific Conditions

1. The licensee shall allow authorized personnel of the Resilient Environment Department (RED), municipality or local water control district to conduct such inspections at reasonable hours, as are necessary to determine compliance with the requirements of the license and the approved plans and specifications.

2. The responsible entity shall agree to maintain the operating efficiency of the water management works. Except in cases where the responsible entity is a governmental agency, the agreement shall further require that if the water management works is not adequately maintained, the County may undertake the required work and bill all associated costs to the responsible entity. If the payment for such obligations is not satisfied within 30 days, said obligation shall become a lien against the property associated with the water management works. Where ownership of the water management works is separate from property ownership, the RED shall require these agreements to be recorded.

3. The licensee shall execute the work authorized in a manner so as to minimize any adverse impact of the works on fish, wildlife, natural environmental values, and water quality. The licensee shall institute necessary measures during the construction period, including fill compaction of any fill material placed around newly installed structures, to reduce erosion, turbidity, nutrient loading and sedimentation in the receiving waters. Any erosion, shoaling or deleterious discharges due to permitted actions will be corrected promptly at no expense to the County.

4. The licensee shall comply with all applicable local land use and subdivision regulations and other local requirements. In addition, the licensee shall obtain all necessary Federal, State, local and special district authorizations prior to the start of any construction alteration of works authorized by this license.

5. Off-site discharges during construction and development shall be made only through the facilities authorized by this license. Water discharged from the project shall be through structures having a mechanism for regulating upstream water stages. Stages may be subject to operating schedules satisfactory to the appropriate regulatory agency.

6. The licensee shall hold and save the County harmless from any and all damages, claims, or liabilities which may arise by reason of the construction, operation, maintenance or use of any facility authorized by the license.

7. The license does not convey property rights nor any rights or privileges other than those specified therein.

8. No construction authorized by the license shall commence until a responsible entity acceptable to the RED has been established and has agreed to operate and maintain the efficiency of the system. The entity must be provided with sufficient ownership so that it has control over all water management facilities authorized therein. Upon receipt of written evidence of the satisfaction of this condition, the RED will issue authorization to commence the construction.

9. No beautification, or erection of any structure that will prohibit or limit access of maintenance equipment or vehicles in the right-of-way or easements will be allowed.

10. Any license which grants any entity the permission to place a structure on property which is owned by Broward County or upon which Broward County has an easement shall be construed to create a revocable license for that structure to remain on the property. Broward County may require removal of such a structure at no cost to the County.

11. The area under license will be maintained in a safe and operating condition at all times. Equipment will be promptly removed from the right-of-way or easement and the right-of-way or easement will be restored to its original or better condition within a reasonable time on termination of the authorized use.

12. The RED will be notified, as required in the license or as indicated on the approved plans, to coordinate and schedule inspections.

13. The operation or construction will be in accordance with the approved details and plans submitted with the application. Any modification must be submitted to the RED in writing and receive prior approval.

14. Monitoring may be required for sites with high pollutant generating potential, such as industrial sites, Class I and II solid waste disposal sites, and projects discharging to areas identified in the Broward County Water Resource Management Code, Article V, Section 27-200 (b) (1) o. Such monitoring will be under the cognizance of the RED.

15. Upon completion of the construction of a surface water management system or phase thereof licensed by the RED, it is a requirement of the issuance of the license, and hence transfer of operation and maintenance responsibility, that a Florida Registered Professional Engineer certify that the surface water management system was indeed constructed as licensed. Certified record drawings shall accompany the certification. Suggested wording for this is as follows:
    I HEREBY CERTIFY TO THE CONSTRUCTION COMPLETION OF ALL THE COMPONENTS OF THE SURFACE WATER MANAGEMENT FACILITIES FOR THE ABOVE REFERENCES PROJECT AND THAT THEY HAVE BEEN CONSTRUCTED IN SUBSTANTIAL CONFORMANCE WITH THE PLANS AND SPECIFICATIONS APPROVED BY THE BROWARD COUNTY RED, AND HEREBY AFFIX MY SEAL THIS _____ DAY OF _____, 20____.

    _____
    (SEAL)

16. Water management areas shall be legally reserved to the operation entity and for that purpose by dedication on the plat, deed restrictions, easements, etc., so that subsequent owners or others may not remove such areas from their intended use. Management areas, including maintenance easements, shall be connected to a public road or other location from which operation and maintenance access is legally and physically available.

17. The licensee shall notify the EPGMD in writing within twenty-four (24) hours of the start, finish, suspension, and/or abandonment of any construction or alteration of works authorized by this license.

18. A prorated share of surface water management retention/detention areas, sufficient to provide the required flood protection and water quality treatment, must be provided prior to occupancy of any building or residence.

19. The operation license shall be valid for a specific period of time not to exceed five (5) years from the date the license is transferred to the operation phase. The operation license shall be renewed in accordance with the Broward County Water Resource Management Code, Article V, Section 27 - 198 (d) (2).

20. The RED reserves the right to require additional water quality treatment methods be incorporated into the drainage system if such measures are shown to be necessary.

21. This permit does not constitute the approval required by the Broward County Hazardous Material Code, Article XII, Section 27-353(i), to conduct dewatering operations at or within one-quarter mile radius of a contaminated site. Please contact the Environmental Assessment and Remediation Section at (954) 519-1478 for further information.

22. The licensee shall keep a log of the operation and maintenance schedule for all components of the surface water management system.

23. The surface water management system must be inspected by the RED to verify compliance with Specific Condition No. 15 of the license. In accordance with the Broward County Natural Resource Protection Code, Article I, Sec. 27-66 (f), the County agency or municipal agency charged with issuing a certificate of occupancy (CO) shall not issue a CO until notified of the Broward County RED approval. Partial certifications will be handled in accordance with Specific Condition No. 18.

24. The licensee is advised that he/she is required to submit a Storm Water Notice of Intent (NOI) application at least 48 hours prior to the commencement of construction to the Florida Department of Environmental Protection, NPDES Stormwater Notices Center, MS #3585 at 2600 Blair Stone Road - Tallahassee, Florida 32399-2400.

25. Electronic self-certification through the website www.fldepportal.com/go/apply-build/ is required no later than 30 days after the start of construction, in accordance with the 10/2 General Permit requirements of 403.814(12) F.S.

26. This license expires on 5/2/2029.

LOCATION MAP



EXHIBIT - 1

N W E S

0 0.01 0.02 0.04 0.06 0.08 Miles

BROWARD COUNTY FLORIDA

STAFF REPORT

Project Name: McTyre Park Amphitheater & Restrooms

License Number: SWM2003-142-3

Application Number L2023-281

Application Type: BC Surface Water Management License Modification

Location Broward County **Section-Township-Range** 30-51-42

Permittee's Name: City of West Park

Project Area: 2.26 acres **Drainage Area:** 21.50 acres

Project Land Use: Recreational

Drainage Basin: C-9

Receiving Body: On-site Retention

Purpose

The modification of Broward County Surface Water Management License No. SWM2003-142-0 for the construction and operation of a surface water management system to serve a proposed 2.26-acre recreational phase within a development known as McTyre Park.

Project Evaluation

Project Site Description:

The park is presently developed and is located at the SE intersection of SW 34th Street and SW 56th Ave in the City of West Park.

Proposed Project Design:

The proposed construction will include 0.07 acres of building area, 0.36 acres of paved area and the proposed drainage system. A system of swales, inlets and culverts will direct the storm runoff to 0.83 acres of dry detention areas for water quality treatment and storm runoff attenuation.

The applicant's consultant has demonstrated through plans and calculations that no adverse water quality or water quantity impacts will occur as a result of the proposed project.

Control Elevation:
Control Elevation = 1.5 ft, NAVD WSWT Elevation = 1.5 ft, NAVD
Method of Determination = Future Conditions Groundwater Elevation

Discharge Rate:

Frequency	Rainfall	Basin Name	Allowable Disch	Method of Determination	Peak Disch.	Peak Stage
25YR-3DAY	15 in.	McTyre Park Amphith	0 cfs	Pre-vs-Post	0 cfs	8.28' NAVD

EXHIBIT - 2A

Finished Floors

The finished floor elevations have been designed to be above the computed 100-yr, 3-day zero discharge stage, the Broward County 100-yr, 3-day flood map elevation and the Broward County future conditions 100-yr flood elevation of 10.0' NAVD.

Frequency	Rainfall	Basin Name	Peak Stage	Prop. Min. Fin. Floors	BC 100-yr Map Elev.
100YR-3DAY	17 inches	McTyre Park Amphitheater &	8.47' NAVD	11.40' NAVD	8.50' NAVD

Water Quality Design

Water quality treatment will be provided in dry retention retention areas for 2.5 inches times the percent impervious over the entire site.

Basin Name	Treatment Type	Treatment Method	Volume Required	Volume Provided
McTyre Park Amphitheater	Treatment	Dry Retention	0.19 ac-ft	0.44 ac-ft
			Total:	0.44 ac-ft

EXHIBIT - 2B

Special Concerns

Operating Entity City of West Park
Attention: Mr. Ajibola W. Balogun, City Manager
1965 South State Road 7
West Park, FL 33023

Waste Water System/Supplier: Hollywood

EXHIBIT - 2C

SWM2003-142-3, STAFF REVIEW:

Surface Water Management Program:

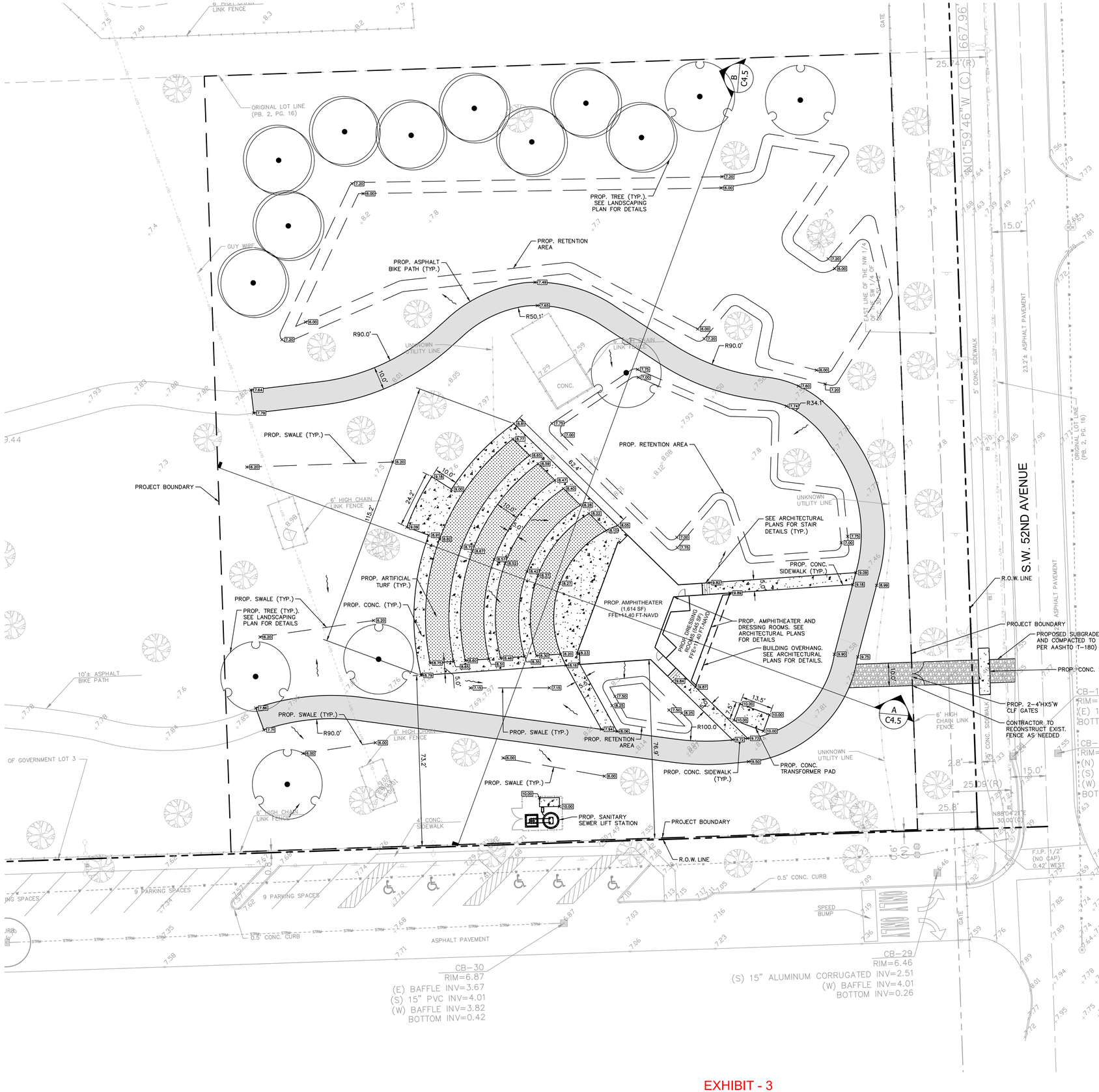
Robert Laines

Robert Laines, Staff Engineer

FOR

Johana Narvaez, M.S., Environmental Program Manager

EXHIBIT - 2D



NORTH

GRAPHIC SCALE IN FEET
0 10 20 40

LEGEND

- ROW/PROPERTY LINE
- PROJECT BOUNDARY
- EXISTING FENCE
- EXISTING OVERHEAD WIRE
- EXISTING GUY WIRE
- EXISTING SIGN
- EXISTING LIGHT POLE
- 6.70+ EXISTING GRADE
- PROPOSED CONCRETE SIDEWALK
- PROPOSED ASPHALT SIDEWALK
- PROPOSED ARTIFICIAL TURF
- 7.00 PROPOSED GRADE
- M.E. MATCH EXISTING GRADES

NOTES

1. ELEVATIONS INDICATED HEREON ARE IN FEET AND DECIMALS REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88). EXISTING ELEVATIONS HAVE BEEN CONVERTED FROM NATIONAL GEODETIC VERTICAL DATUM OF 1929 (NGVD 29) USING A CONVERSION FACTOR OF 1.59'.
2. CONTRACTOR TO MAINTAIN DRAINAGE FLOW DURING AND AFTER CONSTRUCTION.
3. SAW CUTTING OF THE EXISTING CONCRETE SIDEWALK SHALL BE MADE ONLY AT THE NEAREST FLAG JOINTS.
4. NO EXISTING TREES SHALL BE REMOVED UNLESS OTHERWISE SPECIFIED.
5. ALL SIDEWALKS TO BE 6" THICK AS PER SIDEWALK DETAIL.
6. PROPOSED SIDEWALK SLOPE SHALL NOT EXCEED MAXIMUM CROSS SLOPE OF 2% AND LONGITUDINAL SLOPE OF 5%, OR 8.3% WITH A DROP NO GREATER THAN 6 INCHES.
7. ALL SIDEWALK RAMPS AND DETECTABLE WARNINGS TO MEET FDOT STANDARDS.
8. ALL ASPHALT TO BE REMOVED SHALL BE SAW CUT ADJACENT TO REMAINING IMPROVEMENTS.

BROWARD COUNTY
Surface Water Management License
No. SWM2003-142-3
Date 5/2/2024

Kimley»Horn
© 2024 KIMLEY-HORN AND ASSOCIATES, INC.
8201 PETERS ROAD, SUITE 2200, PLANTATION, FL 33324
PHONE: 954-535-5100 FAX: 954-739-2247
WWW.KIMLEY-HORN.COM REGISTRY NO. 35106

LICENSED PROFESSIONAL

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY TIFFANY STANTON, P.E. ON 3/1/2024.
PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

TIFFANY STANTON, P.E.
FLORIDA LICENSE NUMBER
85268
DATE: 3/1/2024

NO.	REVISION	DATE

CONSULTANT:
Kimley»Horn
Expect More. Experience Better.

MCTYRE PARK AMPHITHEATER

3501 SW 56th Avenue.
WEST PARK, FLORIDA

CPZ ARCHITECTS, INC.
4316 WEST BROWARD BOULEVARD
PLANTATION, FLORIDA 33317
PHONE: (954) 792-8525 FAX: (954) 537-0359
AA #26000685 WWW.CPZARCHITECTS.COM

DRAWING TITLE:
PAVING GRADING & DRAINAGE PLAN

DRAWN	LD
CHECKED	TS
DATE	3/1/2024
SCALE	AS NOTED
PROJECT NO.	1974
SHEET:	C4.1

EXHIBIT - 3

Plotted By:Cruzpino, Casey Sheet Set:City of West Park – McTyre Park Amphitheater Layout:C4.1 Paving Grading & Drainage Plan March 01, 2024 08:14:40am K:\FTL_Civil\143 Jobs\143253002 McTyre Park Amphitheater\CAD\Plansheets\C4.1 Paving Grading and Drainage Plan.dwg
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LEGEND

- ROW/PROPERTY LINE
- PROJECT BOUNDARY
- EXISTING FENCE
- EXISTING OVERHEAD WIRE
- EXISTING GUY WIRE
- PROPOSED SANITARY SEWER PIPE
- PROPOSED FORCE MAIN
- PROPOSED WATER PIPE
- EXISTING SIGN
- EXISTING LIGHT POLE
- 6.70' EXISTING GRADE
- PROPOSED CONCRETE SIDEWALK
- PROPOSED ASPHALT SIDEWALK
- PROPOSED ARTIFICIAL TURF
- 7.00 PROPOSED GRADE
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BROWARD COUNTY
Surface Water Management License
No. SWM2003-142-3
Date 5/2/2024

EXHIBIT - 4

NORTH

GRAPHIC SCALE IN FEET
0 10 20 40

NO.	REVISION	DATE

CONSULTANT:

Kimley»Horn
Expect More. Experience Better.

MCTYRE PARK RESTROOMS

3501 SW 56th Avenue,
WEST PARK, FLORIDA

CPZ ARCHITECTS, INC.
4316 WEST BROWARD BOULEVARD
PLANTATION, FLORIDA 33317
PHONE: (954) 792-8525 FAX: (954) 537-0359
AA 26000685 WWW.CPZARCHITECTS.COM

DRAWING TITLE:
PAVING GRADING & DRAINAGE PLAN – RESTROOMS

DRAWN	LD
CHECKED	TS
DATE	3/1/2024
SCALE	AS NOTED
PROJECT NO.	1974
SHEET:	C4.2

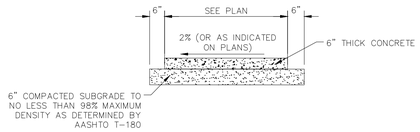
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8201 PETERS ROAD, SUITE 2200, PLANTATION, FL 33324
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LICENSED PROFESSIONAL
TIFFANY STANTON, P.E.
FLORIDA LICENSE NUMBER
85268
DATE: 3/1/2024

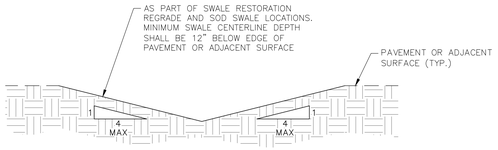
Plotted By:Cruzpino, Cassy Sheet Set:City of West Park – McTyre Park Amphitheater Layout:C4.2 Paving Grading & Drainage Plan – Restrooms March 01, 2024 08:14:49am K:\FTL_Civil\143 Jobs\143253002 McTyre Park Amphitheater\CAD\Plansheets\C4.2 Paving Grading & Drainage Plan – Restrooms.dwg
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TYPICAL SIDEWALK CROSS-SECTION

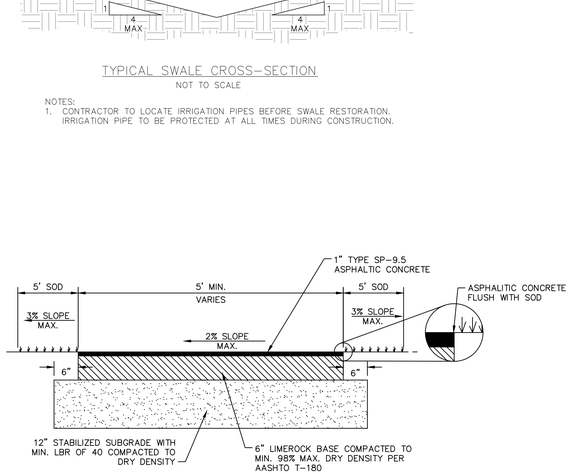
NOT TO SCALE

NOTES:
1. TOOLED JOINTS TO OCCUR AT INTERVALS EQUAL TO WIDTH OF SIDEWALK
2. SIDEWALK TO HAVE BROOM FINISH PERPENDICULAR TO PATH OF TRAVEL..
3. SILT SCREENS SHALL BE USED WHERE NECESSARY TO PREVENT ADVERSE STORMWATER RUNOFF FROM LEAVING THE SITE CONSTRUCTION.
4. ALL DEMOLISHED SIDEWALKS AND ADDITIONS ARE TO BE REPLACED WITH CONCRETE SIDEWALK TO MATCH EXISTING AT NO ADDITIONAL COST TO THE OWNER.
5. ALL DEMOLISHED SIDEWALK RAMPS ARE TO BE REPLACED AS PER ADA STANDARDS AND INCLUDE ADA COMPLIANT DETECTABLE WARNINGS AT NO ADDITIONAL COST TO THE OWNER.



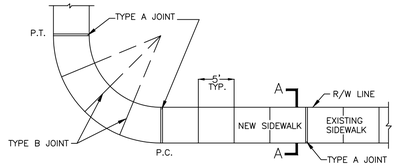
TYPICAL SWALE CROSS-SECTION

NOTES:
1. CONTRACTOR TO LOCATE IRRIGATION PIPES BEFORE SWALE RESTORATION. IRRIGATION PIPE TO BE PROTECTED AT ALL TIMES DURING CONSTRUCTION.

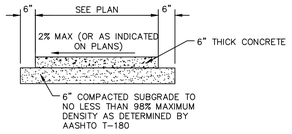


TYPICAL ASPHALT SIDEWALK DETAIL

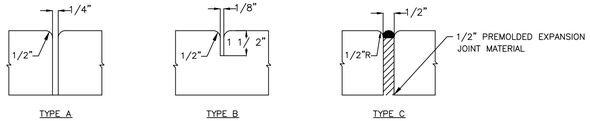
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PLAN VIEW



SECTION A-A



TYPE A TYPE B TYPE C

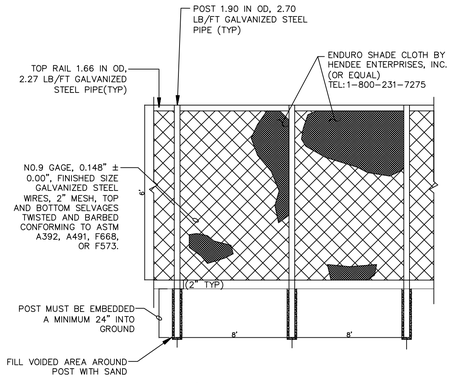
TABLE OF SIDEWALK THICKNESS - T	
LOCATION	
STANDARD SIDEWALK	6"
AT DRIVEWAYS AND OTHER AREAS	6"

TABLE OF SIDEWALK JOINTS	
	LOCATION
A	P.C. AND P.T. OF CURVES. JUNCTION OF EXISTING AND NEW SIDEWALK.
B	5'-0" CENTER TO CENTER ON SIDEWALK.
C	WHERE SIDEWALK ABUTS CONCRETE CURBS, DRIVEWAYS, AND SIMILAR STRUCTURES

NOTES:
1. STANDARD SIDEWALK TO BE 3000 PSI @ 28 DAYS
2. CONCRETE FOR SIDEWALK AT DRIVEWAYS AND LOADING ZONES SHALL BE 4000 PSI @ 28 DAYS (HEAVY DUTY).
3. CURE ALL CONCRETE WITH CLEAN SAND, PLASTIC MEMBRANE, OR OTHER APPROVED METHOD.
4. TOOLED JOINTS TO OCCUR AT INTERVALS EQUAL TO WIDTH OF SIDEWALK
5. SIDEWALK TO HAVE BROOM FINISH PERPENDICULAR TO PATH OF TRAVEL.
6. CONTRACTOR SHALL REPAIR AND RESTORE ALL AREAS WITHIN THE ABUTTING R/W DISTURBED DURING CONSTRUCTION TO A CONDITION EQUAL TO OR BETTER THAN EXISTING AT NO ADDITIONAL COST TO THE OWNER.
7. ALL DEMOLISHED SIDEWALKS AND ADDITIONS ARE TO BE REPLACED WITH CONCRETE SIDEWALK TO MATCH EXISTING AT NO ADDITIONAL COST TO THE OWNER.
8. ALL DEMOLISHED SIDEWALK RAMPS ARE TO BE REPLACED AS PER ADA STANDARDS AND INCLUDE ADA COMPLIANT DETECTABLE WARNINGS AT NO ADDITIONAL COST TO THE OWNER.

SIDEWALK DESIGN STANDARDS

NOT TO SCALE



6' CHAIN LINK FENCE DETAIL

NOT TO SCALE

BROWARD COUNTY
Surface Water Management License
No. SWM2003-142-3
Date 5/2/2024

NO.	REVISION	DATE

CONSULTANT:

Kimley»Horn
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MCTYRE PARK AMPHITHEATER
3501 SW 56th Avenue,
WEST PARK, FLORIDA

CPZ ARCHITECTS, INC.
4316 WEST BROWARD BOULEVARD
PLANTATION, FLORIDA 33317
PHONE: (954) 792-8525 FAX: (954) 537-0359
AA #26000685 WWW.CPZARCHITECTS.COM

DRAWING TITLE:
PAVING GRADING & DRAINAGE DETAILS

DRAWN	CC
CHECKED	TS
DATE	3/1/2024
SCALE	AS NOTED
PROJECT NO.	1974
SHEET:	C4.3

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8201 PETERS ROAD, SUITE 2200, PLANTATION, FL 33324
PHONE: 954-535-5100 FAX: 954-739-2247
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LICENSED PROFESSIONAL

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TIFFANY STANTON, P.E.
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85268
DATE: 3/1/2024

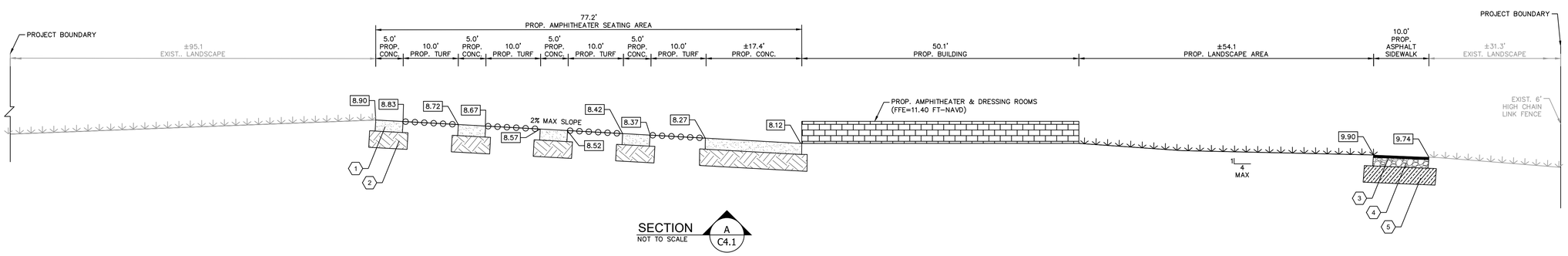
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EXHIBIT - 5

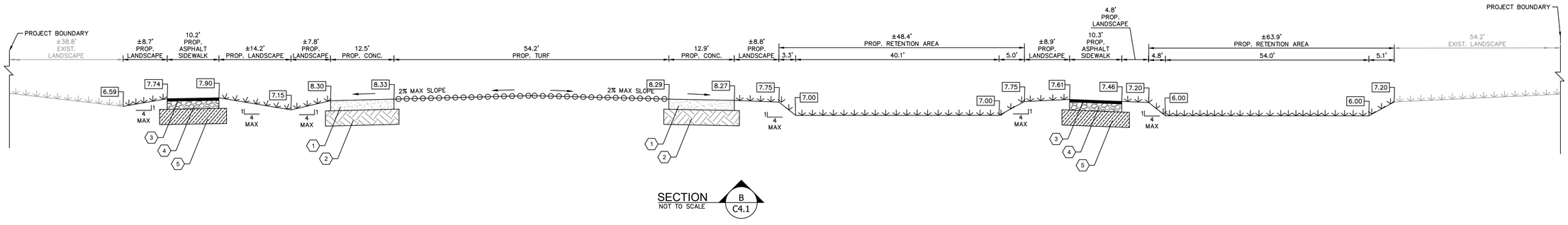
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LEGEND

1. 4" THICK CONCRETE 3,000 PSI
2. 6" COMPACTED SUBGRADE TO NO LESS THAN 95% MAXIMUM DENSITY AS DETERMINED BY AASHTO T-99
3. 1" ASPHALT SURFACE TYPE SP-9.5 OR APPROVED EQUAL
4. 6" LIME ROCK BASE COMPACTED IN 1 LIFT WITH MINIMUM LBR OF 100
5. 12" THICK SUBGRADE COMPACTED AND STABILIZED WITH MINUMIM DESIGN LBR OF 40 COMPACTED TO AT LEAST 98% OF MAXIMUM DENSITY BY AASHTO T-99



SECTION A
NOT TO SCALE
C4.1



SECTION B
NOT TO SCALE
C4.1

BROWARD COUNTY
Surface Water Management License
No. SWM2003-142-3
Date 5/2/2024

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FLORIDA LICENSE NUMBER
85268
DATE: 3/1/2024

EXHIBIT - 6

NO.	REVISION	DATE

CONSULTANT:

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MCTYRE PARK RESTROOMS
3501 SW 56th Avenue,
WEST PARK, FLORIDA

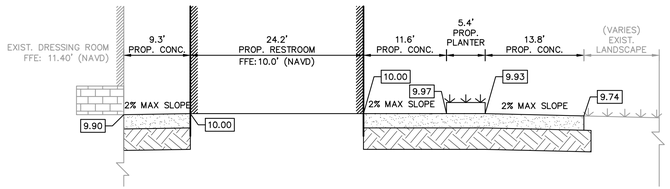
CPZ ARCHITECTS, INC.
4316 WEST BROWARD BOULEVARD
PLANTATION, FLORIDA 33317
PHONE: (954) 792-8525 FAX: (954) 337-0359
AA #26000685 WWW.CPZARCHITECTS.COM

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CROSS SECTIONS

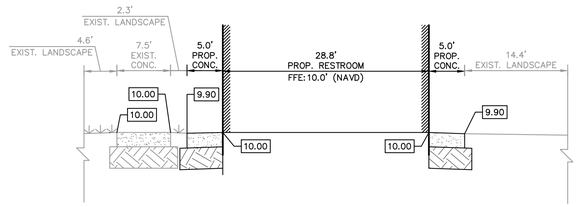
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PROJECT NO.	1974
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LEGEND

1. 4" THICK CONCRETE 3,000 PSI
2. 6" COMPACTED SUBGRADE TO NO LESS THAN 95% MAXIMUM DENSITY AS DETERMINED BY AASHTO T-99
3. 1" ASPHALT SURFACE TYPE SP-9.5 OR APPROVED EQUAL
4. 6" LIME ROCK BASE COMPACTED IN 1 LIFT WITH MINIMUM LBR OF 100
5. 12" THICK SUBGRADE COMPACTED AND STABILIZED WITH MINUMIM DESIGN LBR OF 40 COMPACTED TO AT LEAST 98% OF MAXIMUM DENSITY BY AASHTO T-99



SECTION A
NOT TO SCALE
C4.2



SECTION B
NOT TO SCALE
C4.2

BROWARD COUNTY
Surface Water Management License
No. SWM2003-142-3
Date 5/2/2024

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TIFFANY STANTON, P.E.
FLORIDA LICENSE NUMBER
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DATE: 3/1/2024

EXHIBIT - 7

NO.	REVISION	DATE

CONSULTANT:

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PLANTATION, FLORIDA 33317
PHONE: (954) 792-8525 FAX: (954) 337-0359
AA #26000685 WWW.CPZARCHITECTS.COM

DRAWING TITLE:
CROSS SECTIONS - RESTROOMS

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DATE	3/1/2024
SCALE	AS NOTED
PROJECT NO.	1974

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STAFF REPORT DISTRIBUTION LIST

ADDRESSES

Owner:

Florida Educational TV Comm & TRS II Fund of
the State of Florida
1410 NE 2nd Avenue
MIami, FL 33132

Applicant:

City of West Park
Attention: Mr. Ajibola W. Balogun, City Manager
1965 South State Road 7
West Park, FL 33023

Engineering Consultant:

Kimley-Horn & Associates, Inc.
Attention: Tiffany Stanton, P.E.
8201 Peters Road, Suite 2200
Plantation, FL 33026

Other:

City of West Park Building Official

EXHIBIT - 8

Miami Dade School Board Remaining Permitting Procedures

From: Levine, Michael <MLevine@dadeschools.net>
Sent: Thursday, November 21, 2024 5:07:33 PM
To: Mahoney, Lary <LMAHONEY@broward.org>
Cc: Kelleher, Kevin <KKELLEHER@broward.org>; Fisher, Trevor <TMAFISHER@broward.org>; Ashton, Annika <AASHTON@broward.org>; ABalogun@cityofwestpark.org <ABalogun@cityofwestpark.org>; Perez, Raul F. <RPerez6@dadeschools.net>; Craft, Ana R. <ACraft@dadeschools.net>; Simon, Nathaly <NSimon1@dadeschools.net>
Subject: Construction Cost Estimate (McTyre Park Amphitheater and Amphitheater Restroom Building)

Lary: Based upon the below email from Steven David, City of West Park, advising a construction cost of $1,495,000, the BCC fee will be 2.37% of this amount, or $35,432.50. Additionally, there is an abatement cost (8% of the BCC fee), bringing the total fee to $38,513.58. Please note that determination of the subject BCC/abatement fee is only informational in nature at this time. A condition of moving this project forward, as has been noted on multiple occasions, is the requirement for the County and School Board to enter into a lease amendment. Draft #1 of the proposed amendment was sent to you on July 11, 2024, and to date, we have received no comments. Execution of the lease amendment by both Parties will be the vehicle for securing approval by the School Board to initiate the work, and will allow the plan review process to begin.

Michael A. Levine
Executive Director (Contractor)
Acquisition & Leasing
Office of Governmental Affairs & Land Use
Facilities Design and Construction
Miami-Dade County Public Schools

EXHIBIT C

Cultural Center Project Support Letter

COMMITTEE ON
EDUCATION AND LABOR
Chairwoman, Subcommittee on
Higher Education and Workforce Investment
Subcommittee on Early Childhood, Elementary,
and Secondary Education

COMMITTEE ON
TRANSPORTATION AND INFRASTRUCTURE
Subcommittee on Highways and Transit
Subcommittee on Water Resources
and Environment
Subcommittee on Railroads, Pipelines,
and Hazardous Materials

FREDERICA S. WILSON
Congress of the United States
24th District, Florida

Democratic Steering and Policy Committee
Representative, Region VIII

U.S. Commission on the Social Status of
Black Men and Boys
Founder and Chair

Congressional Black Caucus
Secretary

Florida Ports Caucus
Founder and Chair

Caucus on the U.S. Commission on the
Social Status of Black Men and Boys
Founder and Chair

January 27, 2023

Via email abalogun@cityofwestpark.org
Ajibola Balogun
City of West Park
1965 South State Road 7
West Park, FL 33023

Via email clwilliams@beckerlawyers.com
Clarence Williams

Dear Mr. Balogun and Mr. Williams:

Congratulations! I am pleased to inform you that your organization will receive $3,000,000 for the Cultural Facility Development at McTyre Park from Florida District 24 Congressional Fiscal Year 2023 Community Project Funding due to the application I submitted on your behalf. Use this information as you plan and develop your budget. Additional information from the agency funding your grant is listed at the end of this letter and we will share more as it becomes available.

The funding is for the development of a cultural facility at the City Park.

I am honored to represent Florida's 24th Congressional District. Our newly redrawn district, which now includes most of Miami-Dade's beachside communities, has grown in population, diversity, and interests—it's so diverse that I call it the little United Nations. This past year, I have worked with President Biden, his cabinet, and leaders at every level to deliver on policies and bring billions of dollars to support our families, schools, student loan borrowers, small business owners, workers, and seniors.

Together, we've made history by ensuring the most significant infrastructure investments in the highway system since I-95, the largest investment in railways since the creation of Amtrak, and the biggest investment in clean water and public transit in our nation's history. I've also fought to secure community projects to fund crime reduction initiatives, improve drainage, honor COVID-19 victims, facilitate veteran employment, and increase access to pediatric healthcare.

As Chair of the Committee on Education and Labor Subcommittee on Higher Education and Workforce Investment and a senior member of the Committee on Transportation and

Washington, DC Office
2445 Rayburn HOB
Washington, DC 20515
(202) 225-4506
(202) 226-0777 (fax)

Hollywood
2600 Hollywood Boulevard
Old Library, 1st Floor
Hollywood, FL 33020
(954) 921-3682

Miami Gardens
18425 NW 2nd Avenue, Suite 355
Miami Gardens, FL 33169
(305) 690-5905
(305) 690-5951 (fax)

West Park
West Park City Hall
1965 South State Road 7
West Park, FL 33023
(954) 989-2688

WILSON.HOUSE.GOV | FACEBOOK.COM/REPWILSON | TWITTER.COM/REPWILSON | INSTAGRAM.COM/REPWILSON

Infrastructure, I remain committed to ensuring that local governments, organizations, and community members have the necessary support and resources to thrive. I will continue to advocate for robust investment and community project funding during these trying times and beyond.

Please feel free to reach out to my staff at (305) 690-5905 with any questions or to share any further concerns.

Sincerely,

Frederica S. Wilson
Member of Congress

*Your project is funded via **HUD/Economic Development Initiatives**.*

The FY 2023 EDI portfolio will be administered by the Congressional Grants Division of the Department of Housing and Urban Development (HUD). Congress awards funds to the projects identified in the FY 2023 Joint Explanatory Statement (JES). HUD is directed by Congress to fund only those entities and projects that are named in the JES. As part of its grants management process, HUD will review a grantee's organization, project narrative, and budget for consistency with the intent of Congress as set forth in the JES. HUD does not receive the application materials that grantees previously sent to Congress; HUD encourages grantees to send this material to HUD as part of the submission of their project narrative and budget for both the grant agreement and environmental review processes.

EDI/CPF grants are subject to a number of Federal requirements. HUD will provide additional information and further clarification regarding applicable requirements and the grant award process. The most essential requirements include:

• Administrative Requirements: EDI/CPF grants are subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR Part 200.

• Environmental Review Requirements: EDI/CPF grants, like all projects funded by HUD, are subject to requirements under the National Environmental Policy Act (NEPA), HUD's NEPA-implementing regulations at 24 CFR Part 50 or 24 CFR Part 58, and all appropriate federal environmental and historic preservation law, regulation, and Executive Order. Note the following:

o An environmental review must be completed before HUD funds and new commitments of non-HUD funds can be used on a project.

o Choice-limiting actions are not permitted after enactment of the omnibus until the environmental review process is complete. In addition, HUD will not be able to fund a project where work that occurred after enactment of the appropriations Act has resulted in environmental harm.

Examples of Choice Limiting Actions include acquisition, leasing, rehabilitation, demolition, new construction, ground disturbance work such as clearing, grading or grubbing, and entering into contracts for these activities. HUD's prohibition on choice limiting actions can be found at 24 CFR 58.22.

o Because only "eligible costs" may be reimbursed, the Omnibus does not permit the reimbursement of costs that were not incurred in compliance with Federal environmental law, regulations and Executive Orders.

o After enactment, grantees may not enter into construction contracts or make other choice limiting commitments or actions, including making a commitment of HUD or additional non-HUD funds to the project, until the environmental review process is complete.

o The environmental review must be performed by a Responsible Entity or by HUD for every project or purpose authorized.

o Additional information about environmental review compliance will be provided to grantees. In the meantime, basic orientation materials to the HUD environmental review process can be found here:

https://www.hudexchange.info/programs/environmental-review/orientation-to environmental-reviews/#overview

In the coming months, HUD will communicate via email on the grant process, set up webinars and office hours for questions and assign grant officer points of contact.

Additional information on the FY 2023 Community Project Funding grants can be found at https://www.hud.gov/program_offices/comm_planning/edi-grants. Environmental review resources can be found at https://www.hudexchange.info/programs/environmental-review/.

If you have questions or need technical assistance, please contact us at CPFGrants@hud.gov.

EXHIBIT D

Grant Agreement Extension Amendment

City of West Park

18.c.cf.300.616

This Amendment is between the State of Florida, Department of State, Division of Arts and Culture hereinafter referred to as the "Division" and City of West Park, hereinafter referred to as the "Grantee".

The parties entered into a grant agreement for the implementation of a Cultural Facilities grant, for McTyre Park Cultural Center. The parties now mutually desire to amend certain terms and conditions of the grant agreement.

In consideration of the covenants contained herein, it is agreed:

All section of the original grant agreement not specifically amended by this or a prior written amendment and all prior written amendments are hereby reaffirmed.

The following sections are hereby revised as follows:

Original Length of Agreement

7/1/2017 -12/31/2024

Amended Length of Agreement

7/1/2017 -6/30/2025

Additional Conditions

Final Report. The Grantee must submit a Final Report with photos of completed project to the Division by August 15, 2025, unless additional amendment requested. If additional amendment is requested a progress report must be submitted with request.

AUTHORIZATION

_____	_____
Authorized official for the Grantee	Authorized official for the Division

_____	_____	_____	_____
Authorized official Signature	Date	Division Authorized official Signature	Date

RESOLUTION NO. 2024-107

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, ADOPTING THE CITY OF WEST PARK'S 2025 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 AN EFFECTIVE DATE

WHEREAS, the City of West Park desires to secure state funding in order to enhance and improve City streets, parks, infrastructure and programs; and

WHEREAS, the City Administrator has recommended a state legislative priority list for the 2025 Florida legislative session; and

WHEREAS, the City Commission has reviewed the City's pending priorities and directs the submittal of certain appropriation requests for the following initiatives:_____;_____;_____ and _____; and

WHEREAS, the City Commission of the City of West Park, Florida desires to adopt the recommended state legislative priority list.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Adoption of 2025 State Legislative Priority List. The City of West Park's 2025 State Legislative Priority List, attached hereto as Exhibit "A", is hereby adopted. The City Administrator is authorized to take all actions necessary to implement the purpose of this Resolution, including transmittal to the proper agencies.

Section 3. Effective Date. This Resolution shall be effective immediately upon adoption hereof.

PASSED and **ADOPTED** this 4th day of December 2024.

_____
Felicia M. Brunson, Mayor

ATTEST:

_____
Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Eveillard	_____ (Yes)	_____ (No)
Commissioner B. Smith	_____ (Yes)	_____ (No)
Commissioner Touchstone	_____ (Yes)	_____ (No)
Vice-Mayor J. Smith	_____ (Yes)	_____ (No)
Mayor Brunson	_____ (Yes)	_____ (No)

CITY OF WEST PARK
INTER-OFFICE MEMORANDUM

Agenda Item #: 15-1

To: City Commission **Date:** October 16, 2024

From: W. Ajibola Balogun
City Manager

Re: **State Legislative Priority List for 2025 Session**

In preparation for the adoption of a 2025 State Legislative Priority List, attached is the list of projects/programs that we discussed last year, as Exhibit "A". Last year, via Resolution 2023-152, you selected the following four projects/programs as the City's priority list for 2024:

1. Senior Program
2. Youth Crime Prevention Program
3. Mental Health Initiative
4. Cultural Facilities Development

Attached is Resolution 2023-152 as Exhibit "B". During the last legislative session, one of the above projects (Senior Program) was funded at $400,000.00. For now, the intent is to present a resolution at a future meeting to adopt the projects/programs that you select from either the attached list or if you have new project(s) to consider/discuss during the next commission meeting.

It should be noted that the opening day of the 2025 Regular Session is scheduled to commence on Tuesday, March 4, 2025. As a result, 2024-2025 Interim Committee weeks are:

- December 2-6, 2024 (House of Representatives only)
- December 9-13, 2024 (Senate only)
- January 13 -17, 2025
- January 21* - 24, 2025 * *Meetings begin on Tuesday due to Monday holiday*
- February 3-7, 2025
- February 10-14, 2025
- February 17-21, 2025

According to our lobbyists, they are currently having discussions with State agencies to gather their insights, so that they can share with us. I am scheduled to meet with our lobbyists next week to further discuss upcoming legislative session.

Should you have any questions please do not hesitate to contact me.

END OF MEMORANDUM

City of West Park

State Legislative Priority List

DRAFT

City of West Park
2025 State Legislative Request Options

1. **Senior Program**

   In keeping with the nation's desire to enhance the quality of life for our senior residents, the City's Senior Program supports high quality, low-cost activities and nutrition for seniors. The program provides weekly activities through City van/bus transportation, credentialed and courteous staff services, social interaction, recreational outings, health fairs, exercise and nutrition.

   Request: $400,000.00
   Available Match: 50%

2. **Youth Crime Prevention Program**

   As part of the City's commitment to provide quality Youth Programming that will deter truancy, bullying and other negative behavior among school-age children, continued funding is being requested to support after school and summer programming. Early intervention is essential to preventing and deterring negative behavior and any potential for criminal activity.

   Appropriations Request: $600,000.00
   Available Match: 50%

3. **Mental Health Initiative**

   The City's Mental Health Initiative (West Park Families Matter) provides an in-home service for mental health and substance abuse challenges that do not require 24-hour supervision or hospitalization. Through the City's vendor (MHS), comprehensive services are provided to individuals and families exhibiting multiple risk factors, which if left untreated, are likely to lead to law enforcement interaction, substance misuse, crisis experience, overdose, and other negative consequences. Therapy is a key component of West Park Families Matter. Individuals have the chance to examine their inner difficulties, traumas, and triggers that contribute to their issues in one-on0one sessions with a therapist.

   Appropriations Request: $400,000.00
   Available Match: None

4. **Citywide Drainage Improvement**

   This project consists of construction upgrades to existing (old and outdated drainage systems) throughout the City to prevent flooding. The proposed improvement areas were identified in the City's Storm Water Management Master Plan as immediate water projects. The proposed improvement will provide much needed water quality standards and flood mitigation required for the National Pollution Discharge Elimination System (NPDES).

   Appropriations Request: $2,000,000.00
   Available Match: 25%

OTHER STATUTORY REQUESTS

5. **Cultural Facility Development at McTyre Park**

The project includes the development of a cultural center with gymnasium. The cultural center will be used for cultural events and programming, while the gymnasium will be able to host large scale activities and day-to-day competitions and recreation events.
Project Cost: $6,000,000.00
Available Match: 50%

6. **Public Private Partnership Development along State Road 7**

This funding will allow for the acquisition of vacant and under-utilized parcels along State Road 7. These vacant and under-utilized parcels were transferred to the City by FDOT for redevelopment, but the City is required to pay FDOT for the value of each parcel transferred, prior to development. This funding would allow viable commercial development and creating jobs.
Project Cost/Value: $2,000,000,00

7. **Preparation of Retention Ponds for Redevelopment**

This project consists of the preparation of active retention ponds for redevelopment. The process includes the installation of a single precast concrete modular storm water management system. This system will allow for the ponds to be retrofitted with the concrete modular system, which will retain and clean the storm water, while allowing a structure in the footprint of the existing pond.
Project Cost/ Value: $3,900,000.00

8. **Turning Signal Request for the Intersection of Hallandale Beach Blvd. (State Road) & SW 48th Avenue**

This much needed turning signal will provide better traffic control and it would serve as a safety device at the intersection. The current traffic control signals are installed within Florida Department of Transportation's right-of-way (along Hallandale Beach Blvd.). The current traffic signal system is focused on controlling east and west bound traffic, thus making it very difficult and dangerous for vehicles to negotiate the intersection from all four turning lanes.

9. **Proposed Revision to Florida Statutes Section 335.055(5)**

(5) Such routine maintenance work described in subsection (1) shall not include replacement of any component parts or the facilities or light system (including the poles and any and all other component parts installed as part of the facilities) necessitated by normal wear and tear, accidental or intentional damage or acts of nature.

10. **Proposed Revision to Florida Statutes Section 723.022(6)**

(6) Maintain a list of mobile homes in the mobile home park, including vehicle identification numbers, and the name and address of each mobile home owner; and disclose the contents of the list upon request by a unit of local government seeking to secure compliance with a local code or ordinance in accordance with F.S. 723.023(1).

RESOLUTION NO. 2023-152

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, ADOPTING THE CITY OF WEST PARK'S 2024 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 AN EFFECTIVE DATE

WHEREAS, the City of West Park desires to secure state funding in order to enhance and improve City streets, parks, infrastructure and programs; and

WHEREAS, the City Administrator has recommended a state legislative priority list for the 2023 Florida legislative session; and

WHEREAS, the City intends to submit appropriation requests for the following initiatives: Senior Program; Youth Crime Prevention Program; Mental Health Initiative; and Citywide Drainage Improvement; and

WHEREAS, the City Commission of the City of West Park, Florida desires to adopt the recommended state legislative priority list.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Adoption of 2024 State Legislative Priority List. The City of West Park's 2024 State Legislative Priority List, attached hereto as Exhibit "A", is hereby adopted. The City Administrator is authorized to take all action necessary to implement the purpose of this Resolution, including transmittal to the proper agencies.

Section 3. Effective Date. This Resolution shall be effective immediately upon adoption hereof.

PASSED and **ADOPTED** this 20th day of September 2023.

Felicia M. Brunson, Mayor

ATTEST:

Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: COMMISSIONER PRICE

Seconded by: VICE MAYOR SMITH

VOTE:

Commissioner Price	✓ (Yes)	_____ (No)
Commissioner J. Smith	✓ (Yes)	_____ (No)
Commissioner Touchstone	✓ (Yes)	_____ (No)
Vice-Mayor B. Smith	✓ (Yes)	_____ (No)
Mayor Brunson	✓ (Yes)	_____ (No)

City of West Park

2024 Legislative Priority List

City of West Park
Legislative Request
2024 Legislative Session

1. **Senior Program**

   In keeping with the nation's desire to enhance the quality of life for our senior residents, the Senior Program will support high quality, low-cost activities and nutrition for seniors. The program will provide weekly activities through shuttle bus transportation, credentialed and courteous staff services, social interaction, recreational outings, health fairs, exercise and nutrition. This program will minimize service gaps for our senior population who may suffer from depression, anxiety, loneliness and other ailments that plague our elderly residents. For Appropriations Request.

   Project Cost: $400,000.00
   Available Match: 50%

2. **Youth Crime Prevention Program**

   The City is in need of assistance to address the issue of truancy and juvenile crime prevention within South Broward. The City is ranked as the third (3rd) highest community with schools that have multiple risk factors. These risk factors include, but are not limited to suicide, truancy, juvenile crime, teenage pregnancy, alcohol and drug abuse, and other negative behavior patterns. According to the Association for Supervision and Curriculum Development (ASCD), these risk factors can lead to the detriment of a student's capacity to envision or achieve success. As part of the City's commitment to provide quality Youth Programming that will deter truancy, bullying and other negative behavior among school-age children, funding is being requested to support after school and summer programming. Early intervention is essential to preventing and deterring negative behavior and any potential for criminal activity. Our low-income, at-risk community is seeking support that will create a positive impact on students. Support is needed for this community outreach for crime prevention and anti-bullying. For Appropriations Request.

   Project Cost: $600,000.00
   Available Match: 50%

3. Mental Health Initiative

Research shows that 1 in 5 children and adolescents suffer from a mental health disorder, with symptoms such as anxiety, disruptive behavior, or changes in mood and eating patterns. These issues are sometimes related with issues of drug or alcohol abuse and can lead to life-threatening situations. With support and treatment, youth and adults suffering from mental health disorders and/or substance abuse issues can improve the quality of their lives. This program will minimize service gaps for our youth and adult population who may suffer from a variety of mental health issues. Research also shows that violence in our communities is resulting in traumatic experiences for children every day. Children learn to deal with community and school violence to protect themselves physically and emotionally. By collaborating with medical institutions, such as Memorial Health Systems, we can work together to address and prevent traumatic events that often lead to development of mental health issues such as post-traumatic stress disorder, depression and anxiety disorders. Finally, research also shows that our relationships with family, friends, coworkers, and community members can have a major impact on our health and well-being. When people are socially connected and have stable and supportive relationships, they are more likely to make healthy choices and to have better mental and physical health outcomes. This program will also provide social community engagement initiatives. For Appropriations Request.

Project Cost: $400,000.00
Available Match: 50%

4. Citywide Drainage Improvement

This project consists of construction upgrades to existing (old and outdated drainage systems) throughout the City. The proposed improvement areas were identified in the City's Storm Water Management Master Plan as immediate water projects. The proposed improvement will provide much needed water quality standards and flood mitigation required for the National Pollution Discharge Elimination System (NPDES) and BMAP. The State's Department of Environmental Protection (DEP) has verified the City as having local fecal coliform, although no Total Maximum Daily Load (TMDL) has officially been set under WBID#3283. The DEP will complete the assessment for Broward County in 2016. As a proactive initiative to any future or potential impairments, the City is working along with Broward County and our sister cities to address proactive inspections, reactive inspections and high risk facilities inspections. These BMAP improvements will include a) catch basins; b) drainage pipes and drainage outlets; c) trenches; d) curbs; e) gutters; f) drainage structures; and g) landscaped drainage retention areas.

Project Cost: $2,000,000.00
Available Match: 50%

5. **Public Private Partnership Development along State Road 7**

   This funding will allow for the acquisition of vacant and under-utilized parcels along State Road 7. These vacant and under-utilized parcels were transferred to the City by FDOT for redevelopment, but the City is required to pay FDOT for the value of each parcel transferred, prior to development. This funding would allow the City to bring the properties into viable commercial development and creating jobs.

   Project Cost: $2,000,000,00

6. **Preparation of Retention Ponds for Redevelopment**

   This project consists of the preparation of active retention ponds for redevelopment. The process includes the installation of a single precast concrete modular storm water management system. This system will allow for the ponds to be retrofitted with the concrete modular which will retain and clean the storm water and allow the area to be covered for the use of building a structure in the footprint of an area where the pond exists. Upon development of the retention ponds the areas will be viable and sustainable to create jobs, and increase property values while maintaining clean water in the precast structure.

   Project Cost: $3,900,000.00

7. **Proposed Revision to Florida Statues Section 335.055 (5)**

   (5) Such routine maintenance work described in subsection (1) shall not include replacement of any component parts or the facilities or light system (including the poles and any and all other component parts installed as part of the facilities) necessitated by normal wear and tear, accidental or intentional damage or acts of nature.

8. **Turning Signal Request for the Intersection of Hallandale Beach Blvd. (State Road) & SW 48th Avenue**

   This much needed turning signal will provide better traffic control and it would serve as a safety device at the intersection. The current traffic control signals are installed within Florida Department of Transportation's right-of-way (along Hallandale Beach Blvd.). The current traffic signal system is focused on controlling east and west bound traffic, thus making it very difficult to and dangerous for vehicles to negotiate the intersection from all four turning lanes.

9. **Proposed Revision to Florida Statutes Section 723.022(6)**

   (6) Maintain a list of mobile homes in the mobile home park, including vehicle identification numbers, and the name and address of each mobile home owner; and disclose the contents of the list upon request by a unit of local government seeking to secure compliance with a local code or ordinance in accordance with F.S. 723.023(1).

10. Cultural Facility Development at McTyre Park

The project includes the development of a cultural center with gymnasium. The cultural center will be used for cultural events and programming, while the gymnasium will be able to host large scale activities and day-to-day competitions and recreation events. For Appropriations Request. Cultural Facility Development at McTyre Park

Project Cost: $6,000,000.00
Available Match: 50%

RESOLUTION NO. 2024-108

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CONSIDERING A PETITION FOR A VARIANCE PURSUANT TO CHAPTER 28, ARTICLE II OF THE CITY'S CODE OF ORDINANCES ENTITLED "VARIANCES AND SPECIAL EXCEPTIONS", SPECIFICALLY, REQUESTING THE CITY TO CONSIDER A VARIANCE PURSUANT TO 20-197 OF THE CITY'S CODE OF ORDINANCES REGARDING PERVIOUS AREA REQUIREMENTS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the applicant, Carlos Javier Vianoly**,** is seeking variance approval pursuant to Chapter 28, Article II of the City's Code of Ordinance for a property located at 2405 SW 57 Way (Folio #5141-24-02-0690) within the city limits; and

WHEREAS, specifically, the Applicant, Carlos Javier Vianoly is representing the establishment Auto State Body Shop, for a variance to reduce the required pervious area from 25 percent to allow for 13 percent; and

WHEREAS, the proposed variance approvals are pursuant to the City of West Park Code of Ordinances Sections 20-197; and

WHEREAS, City's Planning and Zoning staff have reviewed the application for variance plan approval and recommends approval; and

WHEREAS, notice requirements for consideration of the site approval application have been complied with in all respects prior to approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Petition for Variance. The City Commission of the City of West Park hereby determines that the Petition for Variance requesting that the City consider a variance to Section 20-197 of the City's Code of Ordinances regarding pervious area requirements specifically to reduce the required pervious area (Section 20-197) from 25 percent to 13 percent, related to property located at 2405 SW 57 Way (Folio #5141-24-02-0690), West Park, Florida, **is/is not** in substantial compliance with the requirements of Chapter 28, Article II of the City's Code of Ordinances, the City's zoning code and the City's Land Development Regulations subject to the following conditions:

Conditions of Approval:

1. Parking spaces shall be permanently stripped and seal coated, including ingress and egress marking in accordance with the City code.

2. Egress area adjacent to proposed building shall be striped to indicate parking is not permitted. This shall be reflected on plans at the time of Building Permit Application.

3. Parking of vehicles in drive aisle and unmarked areas, swales, and other right-of-way areas is not permitted with this approval. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

4. The site shall provide sufficient permanently marked loading and unloading area in accordance with the code.

5. The dumpster enclosure shall be provided in accordance with the City code.

6. The final grading and drainage site design shall be submitted at the time of Building Permit application and in accordance with Broward County Surface Water Management Requirements. Plans shall ensure the site is in compliance with all on-site storm water mitigation and drainage requirement and all drainage will be contained within the site and not drain to the street.

7. A Storm Water Pollution Prevention Plan (SWPPP) will be required for construction projects that disturb more than 1 acre of developed or undeveloped land. The owner/contractor, where applicable, shall implement and strictly adhere to all necessary Best Management Practices (BMPs) in accordance with N.P.D.E.S. requirements.

8. Ensure all Fire Department requirements for body repair and paint are met during the time of Building Permit.

9. Containers shall not be permitted. Any existing container(s) shall be removed prior to the issuance of Certificate of Occupancy. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

10. Canopies shall not be permitted. Any existing canopy(s) shall be removed prior to the issuance of Certificate of Occupancy. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

11. Landscaped areas must be maintained at all times during business operation. Ensure landscape buffer is in good condition and in a manner which provides adequate screening.

12. Banner and pennant signs shall be prohibited. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

13. Flags shall be prohibited unless on a flagpole. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

14. All signs on the property shall comply with the code. An application for a sign permit shall be submitted for approval.

15. Prior to the issuance of a certificate of occupancy, the property owner shall record this adopted list of conditions at the Broward County Records, Taxes and Treasury Division (RTT).

16. All outstanding fees/fines, to include Code Enforcement; fire fees; storm water fees; solid waste fees; business tax receipt fees and permit fees shall be paid/settled before any building permit or certificate of use or business tax receipt is issued on the property, if any exist.

Section 3. Effective Date. This Resolution shall be effective immediately upon its adoption.

PASSED and **ADOPTED** this 4th day of December 2024.

_____
Felicia M. Brunson, Mayor

ATTEST:

_____
Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____

Burnadette Norris-Weeks, P.A.,
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Eveillard	_____ (Yes)	_____ (No)
Commissioner B. Smith	_____ (Yes)	_____ (No)
Commissioner Touchstone	_____ (Yes)	_____ (No)
Vice-Mayor J. Smith	_____ (Yes)	_____ (No)
Mayor Brunson	_____ (Yes)	_____ (No)

CITY OF WEST PARK
MEMORANDUM

Agenda Item #: 12-1

To: Planning and Zoning Advisory Board **Date:** December 4, 2024

Via: Ajibola Balogun, City Manager

From: Leslie A. Del Monte, Planning and Zoning Director

Re: **Carlos Javier Vianoly for Auto State Body Shop, 2405 SW 57 Way**
Variance Request 1

REQUEST

The applicant requests a Variance to reduce the required landscape buffer (Section 42-571(b) from 10 feet to allow for 5 (north) feet, accompanying is a site plan request to construct an approximately 2,900 square foot one story, commercial building, to expand the existing automobile body shop use currently onsite. At 0.5 net acres, the subject site is located 2405 SW 57th Way, within the M-2 General Manufacturing and Industrial zoning district. The site includes an existing one-story service building of approximately 3,145 square feet and associated parking. The proposed building consists of two drive-through service bays, office space, and a restroom. As part of the scope, the applicant is also proposing significant site improvements, including improved parking layout and circulation, and landscape. With these improvements, the applicant is significantly reducing the degree of non-conformities existing on site and bringing the property much closer to compliance.

As proposed, the project requires two variances, to reduce the required landscape buffer from 10 feet to allow for 5 (north) feet; and to reduce the required pervious area from 25 percent to allow for 13 percent. The variance requests have been submitted as companion items to this application.

The attached item variance request was reviewed by the City's Planning & Zoning Advisory Board during their November 4, 2024 meeting and was unanimously recommended for approval. The attached planning item, including the application, site plan, and supporting documents and drawings is submitted to the City Commission for consideration (Attachment A).

APPLICATION SUMMARY SITE PLAN APPROVAL

Applicant/Representative: Carlos Javier Vianoly

Location: 2405 SW 57 Way

Folio Number:	5141-24-02-0690
Site Total Acreage/Sq. Ft:	21,572 Net SF (0.49 ACRES)
Future Land Use Designation:	Industrial
Existing Zoning	M-2 General Manufacturing and Industrial District
Site Condition:	Existing Auto Body Repair

VARIANCE STANDARDS

In the case of general variances where the literal and strict enforcement of the applicable provisions of this Code would result in undue or unnecessary hardship, the city commission may grant a petition for variance from said regulations as will provide substantial justice and not be contrary to the public interest reflected in said regulations, provided the city commission makes the following findings:

Variance 1: To reduce the required landscape buffer from 10 feet to allow for 5 (north) feet.

(1) The subject property has unique and special conditions, not applying generally to other properties in the same zoning district, which occasion the necessity for the petitioned variance.

The subject property is located at between two industrial sites. The property adjacent to the north also has a reduced setback. Therefore, no mitigation strategies are required, as 5 feet is deemed to be appropriate in this case. The reduced setback also allows for proper movement through the site. The additional building and proposed landscape improvements will significantly enhance the overall look of the site and bring it closer to compliance.

(2) The development resulting from the granting of such variance shall be in harmony with the policies embodied within the city's comprehensive plan.

The proposed commercial development is in harmony with the City's comprehensive. There are several policies and objectives within the City's Comprehensive Plan which the site plan and resulting variance will further advance both directly and indirectly:

Policy 1.1.5(f) - Ensure safe and convenient on-site traffic flow and vehicle parking needs.

Policy 2.2.3 - The City of West Park shall provide a convenient roadway network that accommodates multimodal users through coordination with Broward County Public Works Department, the Florida Department of Transportation Districts IV and VI, Miami-Dade MPO and the Broward County MPO.

Policy 8.2.10 - Coordinate with road, utility, and infrastructure service providers within the City to ensure that necessary capital improvements are implemented to support new construction and redevelopment.

(3) The granting of such variance shall be consistent with the general purpose and intent of the city comprehensive plan and the applicable zoning district regulations governing the property on which approval is granted.

The variance being requested is consistent with the general purpose and intent of the City's Comprehensive Plan and zoning codes. The proposed reductions are limited to limited sections along the perimeter buffers and are otherwise consistent with the general intent for the landscape buffers.

(4) The granting of such variance shall not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations; shall not hinder or discourage appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof; is compatible with the neighborhood and will not substantially diminish or impair property values within the neighborhood nor be otherwise detrimental to the public safety and welfare.

The proposed variance will not negatively affect the use or development of the neighboring properties. The proposed reductions are limited to limited sections along the perimeter buffers and are otherwise consistent with the general intent for the landscape buffers.

(5) The literal and strict enforcement of the applicable provisions of chapter 42, zoning or other provisions of this Code would result in undue or unnecessary hardship to the applicant and would deprive the applicant of rights commonly enjoyed by the owners of other property in the zoning district.

The literal and strict adherence to the district regulations in Chapter 42 of the City's zoning code would limit the owner's development of the proposed site in relation to the rights currently enjoyed by other existing properties in this district, which enjoy zero landscape buffers, plus other non-conforming regulations.

(6) The granting of the requested variance will provide substantial justice and not be contrary to the public interest as reflected in the applicable regulations.

The proposed variance will provide substantial justice by allowing the owner to enjoy the same development use of his site as those of the surrounding properties, while respecting the public interest laid out by the applicable regulations of the zoning district by adhering to all other regulations therein.

(7) The need for the variance does not arise from conditions which are personal to the owner, but instead relate to the uniqueness of the property.

The proposed variance is a product of the site's configuration and adherence to circulation requirements and parking regulations for this zoning district.

(8) The alleged hardship is not self-imposed by the owner, prior owners or by any person having an interest in the property and does not result from the actions of the applicant, prior owners or anyone having an interest in the property.

The proposed variance is not self-imposed through actions of the current owner, prior owners or anyone having interest in the property; rather the points described in the above referenced criteria.

(9) The variance granted is the minimum variance necessary for the applicant to make reasonable use of the property.

The proposed variance is the minimum variance necessary for the applicant to develop the referenced property as intended.

(10) The hardship has not been deliberately or knowingly created or suffered to establish a use or structure which is not otherwise consistent with the city comprehensive plan or this Code.

The proposed variance has not been deliberately created to establish a use or structure, which is not consistent with comprehensive plan or this code. The proposed use, frontage, parking and other regulations are consistent with the zoning regulations for this district.

(11) An applicant's desire or ability to achieve greater financial return or maximum financial return from his property shall not constitute hardship.

The proposed variance is not financially driven but required to provide the appropriate adherence to the zoning regulations for this district and a similar level of development enjoyed by the existing neighboring properties.

(12) Granting the variance application conveys the same treatment to the applicant as to the owner of other lands, buildings, or structures in the same zoning district.

The proposed variance application conveys the same treatment to the applicant as enjoyed by other sites, buildings, and structures in the same zoning district.

RECOMMENDATION

The Planning Director recommends **approval** of **Variance 1**, subject to the following conditions:

Conditions of Approval:

1. Parking spaces shall be permanently stripped and seal coated, including ingress and egress marking in accordance with the City code.

2. Egress area adjacent to proposed building shall be striped to indicate parking is not permitted. This shall be reflected on plans at the time of Building Permit Application.

3. Parking of vehicles in drive aisle and unmarked areas, swales, and other right-of-way areas is not permitted with this approval. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

4. The site shall provide sufficient permanently marked loading and unloading area in accordance with the code.

5. The dumpster enclosure shall be provided in accordance with the City code.

6. The final grading and drainage site design shall be submitted at the time of Building Permit application and in accordance with Broward County Surface Water Management Requirements. Plans shall ensure the site is in compliance with all on-site storm water mitigation and drainage requirement and all drainage will be contained within the site and not drain to the street.

7. A Storm Water Pollution Prevention Plan (SWPPP) will be required for construction projects that disturb more than 1 acre of developed or undeveloped land. The owner/contractor, where applicable, shall implement and strictly adhere to all necessary Best Management Practices (BMPs) in accordance with N.P.D.E.S. requirements.

8. Ensure all Fire Department requirements for body repair and paint are met during the time of Building Permit.

9. Containers shall not be permitted. Any existing container(s) shall be removed prior to the issuance of Certificate of Occupancy. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

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15. Prior to the issuance of a certificate of occupancy, the property owner shall record this adopted list of conditions at the Broward County Records, Taxes and Treasury Division (RTT).

16. All outstanding fees/fines, to include Code Enforcement; fire fees; storm water fees; solid waste fees; business tax receipt fees and permit fees shall be paid/settled before any building permit or certificate of use or business tax receipt is issued on the property, if any exist.

ATTACHMENTS

Attachment A:	Application Package
Attachment B:	Meeting Noticing Certification Package
Attachment C:	Zoning Map

ATTACHMENT A

Application Package

CITY OF WEST PARK
APPLICATION FOR ZONING VARIANCE

The undersigned presents its application to the City Commission of the City of West Park, Florida for a Zoning Variance under the Zoning Regulations of the City of West Park as follows:

1. **PROPERTY INFORMATION**

Property Address: 2405 SW 57th Way West Park FL 33023

Property Legal Description: Lot(s) 5-8 Block(s) 14 Subdivision Sturdevants, West Hollywo

Folio No.: _____ Existing Use of Property: _____

Proposed Use of Property: Collision Shop

2. **APPLICANT INFORMATION**

Name of Current Property Owner: Carlos J Vignoly

Applicant Name: _____

Check one: ☐ Tenant | ☐ Consultant | ☐ Representative | ☐ Property Owner

** If not applying as property owner, provide proof of authorization to file such application*

Email Address: autostatebodyshopinc@gmail.com Telephone No.: 954-613-5951

3. **ZONING VARIANCE REQUEST**

List Proposed Variance Request(s):

Have previous variances, or other Planning and Zoning applications, been filed or presented to the City? If yes, then provide the hearing date and a copy of the resolution of City Commission action.

☐ **No** | ☐ **Yes,** Hearing Date: _____ Resolution No.: _____

4. **ACKNOWLEGMENTS**

The Applicant/Property Owner signature(s) certifies and acknowledges, (1) that the property is not subject to a pending code violation as of the date of this application, (2) that failure to notice, advertise and post the sign as required by applicable law, will result in violation of state and city notification requirements and laws and may result in the hearing being rescheduled, (3) that the above statements and drawings made on any document or plans submitted are true to the best of our knowledge, and (4) that the application and attachments become part of official public records of the City.

Signature of Current Property Owner: _____ Date: 09/23/24

PRINT NAME: CARLOS JAVIER VIGNOLY Date: _____

Signature of Consultant/Representative/Tenant: _____ Date: _____

PRINT NAME: _____ Date: _____

2405 SW 57TH WAY

WEST PARK, FL 33023



DRAWING INDEX

ARCHITECTURE

A-0.0	COVER
R-1	RENDERING 1
R-2	RENDERING 2
R-3	RENDERING 3
A-1.0	SITE DATA
A-1.1	CONTEXT PLAN
A-1.2	OPEN AREA CALCULATION
A-2.0	SITE PLAN
A-3.0	GROUND LEVEL
A-4.0	EAST BUILDING ELEVATION
A-4.1	NORTH BUILDING ELEVATION
A-4.2	WEST BUILDING ELEVATION
A-4.3	SOUTH BUILDING ELEVATION
P-1	PHOTOMETRIC PLAN

ARCHITECT

JOSEPH B. KALLER AND ASSOCIATES, P.A
CONTACT: Mr. JOSEPH B. KALLER
ADDRESS: 2417 HOLLYWOOD BLVD.
HOLLYWOOD, FL 33020
PHONE: (954)-920-5746
FAX: (954)-926-2841
EMAIL: joseph@kallerarchitects.com

OWNER

GUSCAR LLC
2405 SW 57 WAY
WEST PARK, FLORIDA 33023

LANDSCAPE

THOMAS WHITE
ADDRESS: 2600 NE 27th AVE.
FORT LAUDERDALE, FL 33306
PHONE: (954)-253-2265
EMAIL: tcawhite@bellsouth.net

CIVIL

ZEPHYR ENGINEERING
CONTACT: WILFORD ZEPHYR
ADDRESS: 5451 PIERCE ST.
HOLLYWOOD, FL 33021
PHONE: (786)-302-7693
EMAIL: wzephyreng@gmail.com

KallerArchitecture
AA# 26001212
2417 Hollywood Blvd.
Hollywood Florida 33020
954.920.5746
joseph@kallerarchitects.com
www.kallerarchitects.com

SEAL

STATE OF FLORIDA · JOSEPH B. KALLER · R.A. 0009239 · REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
COVER

REVISIONS

No.	DATE	DESCRIPTION

This drawing, as an instrument of service, is and shall remain the property of the Architect and shall not be reproduced, published or used in any way without the permission of the Architect.

SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-0.0



1 RENDERING
N.T.S.

KellerArchitecture
AA# 26001212
2417 Hollywood Blvd.
Hollywood Florida 33020
954.920.5746
joseph@kallerarchitects.com
www.kallerarchitects.com

SEAL

STATE OF FLORIDA
JOSEPH B. KALLER
REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
RENDERING

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
R-1



1 RENDERING
N.T.S.

KallerArchitecture
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www.kallerarchitects.com

SEAL

STATE OF FLORIDA
JOSEPH B. KALLER
REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
RENDERING

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
R-2



1 RENDERING
N.T.S.

KallerArchitecture
AA# 26001212
2417 Hollywood Blvd.
Hollywood Florida 33020
954.920.5746
joseph@kallerarchitects.com
www.kallerarchitects.com

SEAL

STATE OF FLORIDA
JOSEPH B. KALLER
REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
RENDERING

REVISIONS

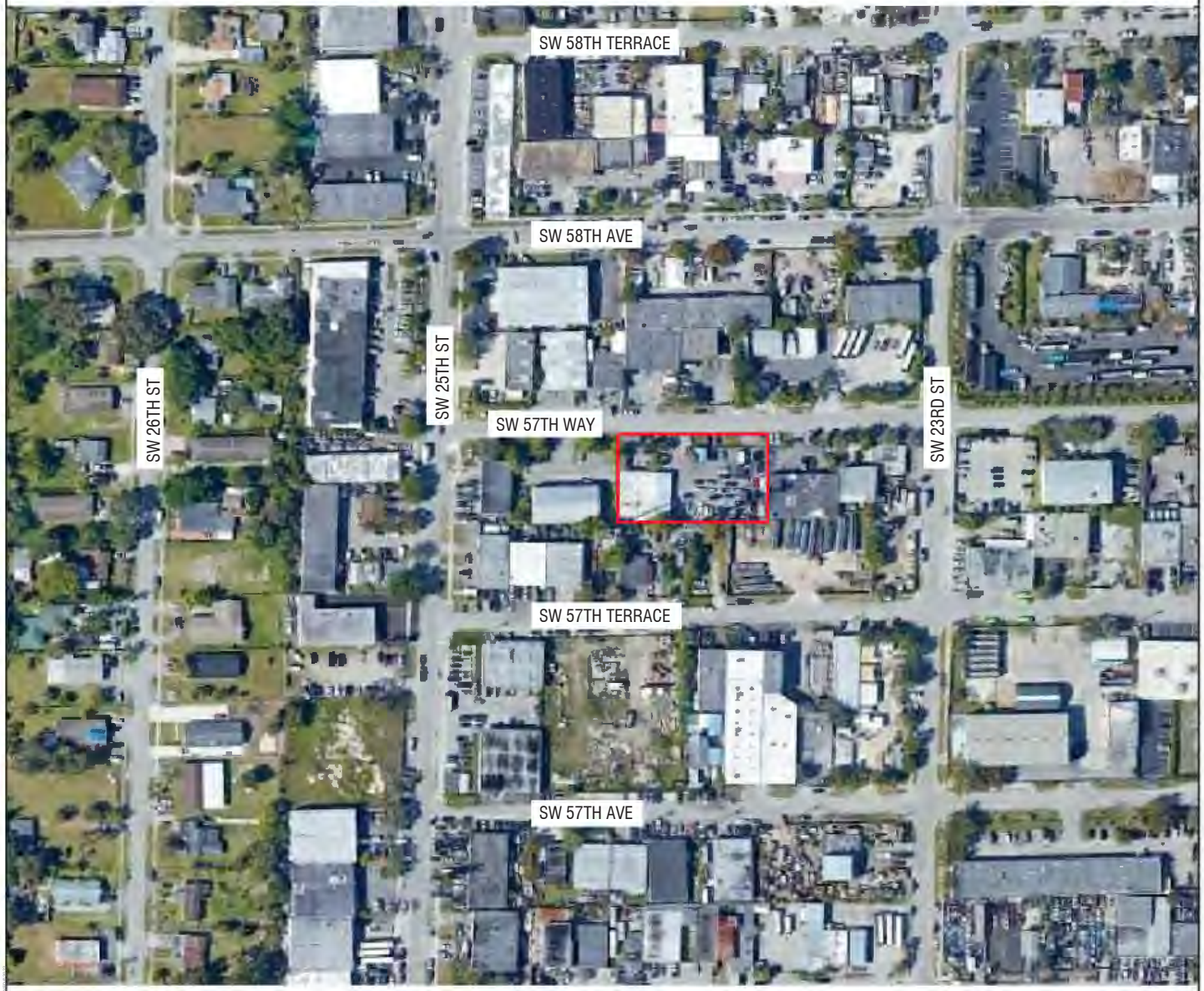
No.	DATE	DESCRIPTION
-	-	-

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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
R-3



1 LOCATION
N.T.S.

PROPERTY ADDRESS	2405 SW 57TH WAY WEST PARK, FL 33023
FOLIO	# 5141-24-02-0690
LEGAL DESCRIPTION	LOTS 5, 6, 7 AND 8 IN BLOCK 14, OF STURDEVANT'S SECOND ADDITION TO WEST HOLLYWOOD.

SITE INFORMATION	EXISTING	PROPOSED
ZONING:	M-2	M-2
SUB-DISTRICT:	N/A	N/A
BUILDING USE:	AUTO PAINT BODY SHOP	AUTO PAINT BODY SHOP
LAND USE DESIGNATION:	INDUSTRIAL	N/A
COUNTY USE DESIGNATION:	INDUSTRIAL	N/A
NET LOT AREA:	21,572 SF (0.49 ACRES)	N/A

BUILDING INTENSITY	ALLOWED	PROVIDED
BUILDING FOOT PRINT	35% (7,550 SF)	EXISTING BUILDING: 3,145 SF NEW PROPOSED BUILDING: 2,872 SF TOTAL FOOTPRINT: 6,017 SF (27.89% NET LOT AREA)
BUILDING HEIGHT	65 FEET	19'-10" (ONE STORY)
ALLOWABLE ELEVATOR & STAIR HEIGHT ENCROACHMENT (25%)		

BUILDING INFORMATION	EXISTING	PROVIDED
TYPE OF CONSTRUCTION	TBD	TBD
SPRINKLER (REQUIRED)	TBD	TBD
FIRE ALARM (REQUIRED)	TBD	TBD

PARKING CALCULATION:	REQUIRED	PROVIDED
PER SEC. 42-612 MIN. REQUIRED: 1 PARKING SPACE PER EACH 600 SF = 10 PARKING SPACES MIN. 3 PARKING SPACES PER SERVICE BAY - TOTAL SERVICE BAYS = 4 // 4 X 3 = 12 PARKING SPACES		
STANDARD SPACE:	11	12
HANDICAPPED SPACE	1	1
TOTAL	= 12 SPACES	= 13 SPACES

SETBACKS:	REQUIRED	PROVIDED
(a) FRONTAGE	10'-0"	12'-2"
(b) SIDE INTERIOR (NORTH)	10'-0"	11'-0"
(c) SIDE INTERIOR (SOUTH)	10'-0"	0'-0" (EXISTING BUILDING)
(d) REAR	10'-0"	3'-9" (EXISTING BUILDING)

LANDSCAPE	REQUIRED	PROVIDED
IMPERVIOUS AREA PARKING, SIDEWALKS & DRIVES	80% (17,257 SF)	18,975 S.F. (87%)
PERVIOUS AREA	20% (4,315 SF)	2,597 S.F. (13%) • VARIANCE REQUESTED
	100% (21,572 SF)	
LANDSCAPE BUFFER AREA (REAR)	10 FEET	5 FEET • VARIANCE REQUESTED

GROSS BUILDING AREA:

	INTERIOR
EXISTING BUILDING FIRST FLOOR	3,145 SF
NEW PROP. BUILDING FIRST FLOOR	2,872 SF
TOTAL	6,017 SF

3 SITE DATA
N.T.S.

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JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
SITE DATA

REVISIONS
No. DATE DESCRIPTION

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SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-1.0



1 LOCATION
N.T.S.

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JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
CONTEXT PLAN

REVISIONS
No. DATE DESCRIPTION

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SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-1.1



1 OPEN AREA CALCULATION
SCALE: 1/8" = 1'-0"

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REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
OPEN AREA CALCULATION

REVISIONS

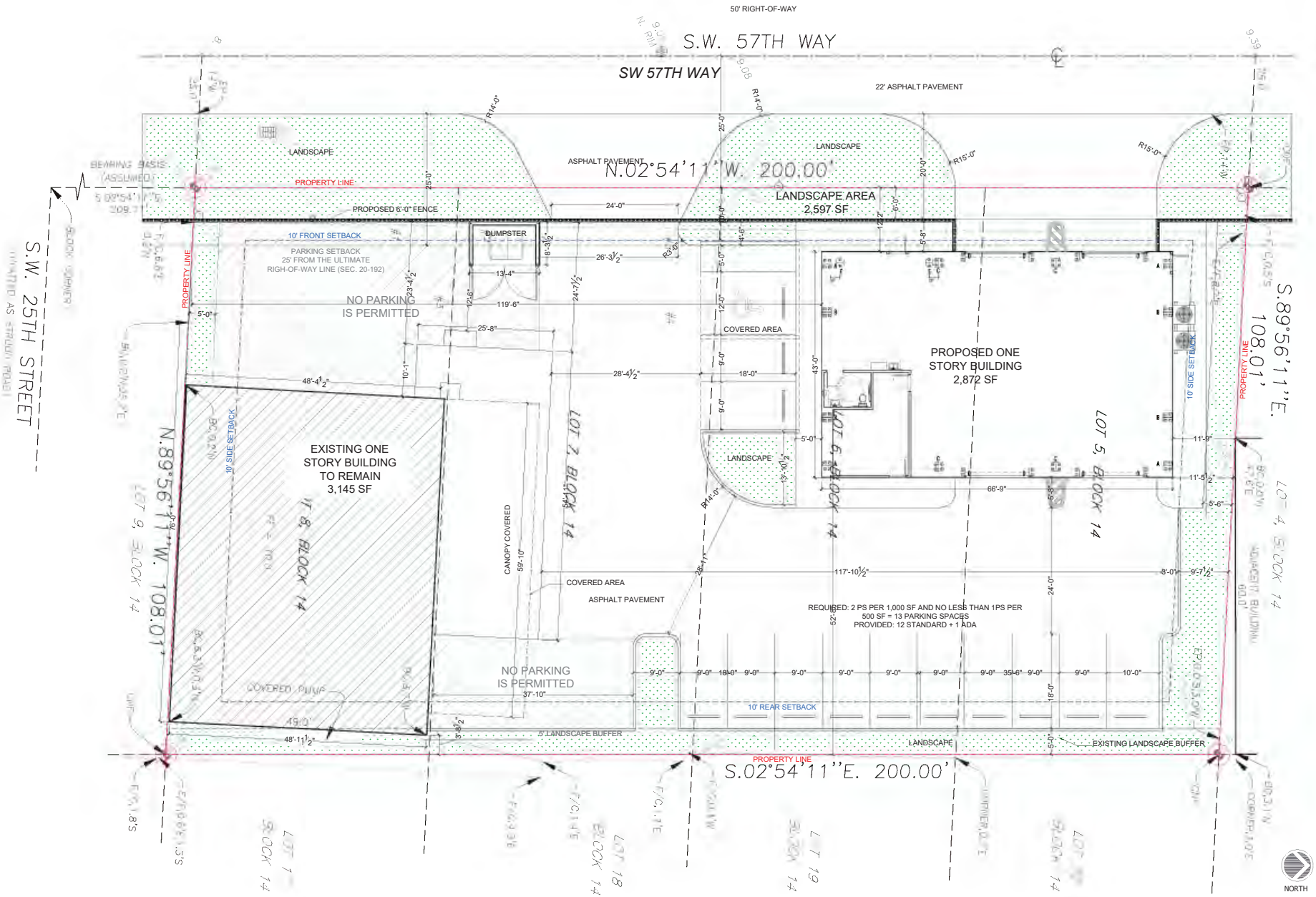
No.	DATE	DESCRIPTION
-	-	-

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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
A-1.2



1 SITE PLAN
SCALE: 1/8" = 1'-0"

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FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
SITE PLAN

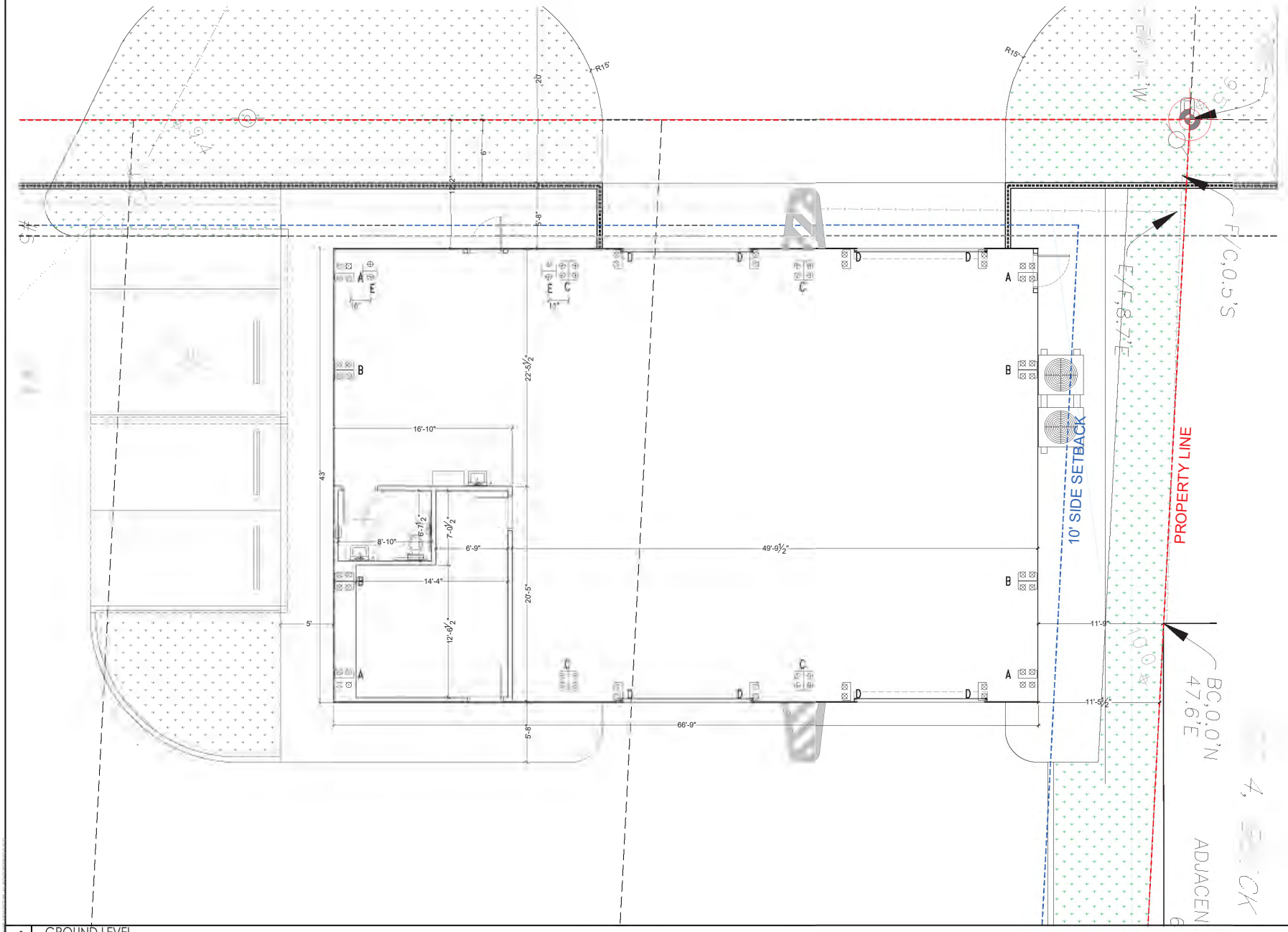
REVISIONS
No. DATE DESCRIPTION

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SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-2.0



1 GROUND LEVEL
SCALE: 1/4" = 1'-0"

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JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
GROUND LEVEL

REVISIONS
No. DATE DESCRIPTION

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PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-3.0



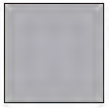
1 EAST ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

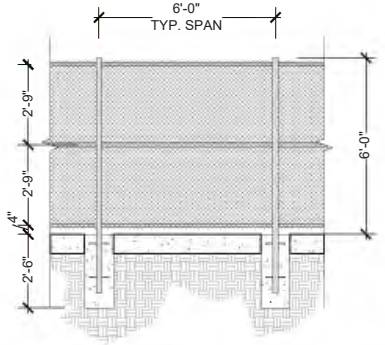


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
SCALE: 1/2 = 1'-0"

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PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
EAST ELEVATION

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

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PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
A-4.0



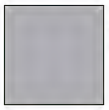
1 NORTH ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

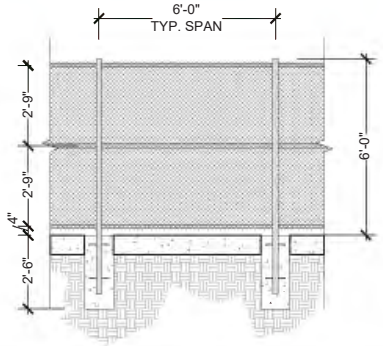


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
SCALE: 1/2 = 1'-0"

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PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
NORTH ELEVATION

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

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DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
A-4.1



1 WEST ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

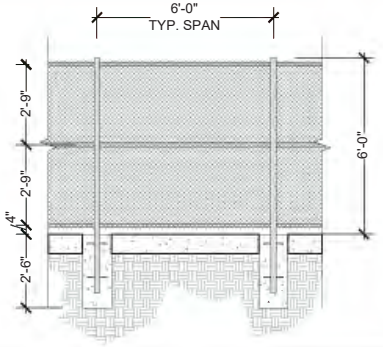


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
SCALE: 1/2 = 1'-0"

KA
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PROJECT TITLE
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SHEET TITLE
WEST ELEVATION

REVISIONS

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-	-	-

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DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET

A-4.2



1 SOUTH ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

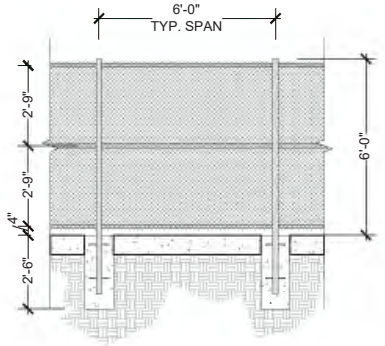


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
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WEST PARK, FL 33023

SHEET TITLE
SOUTH ELEVATION

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

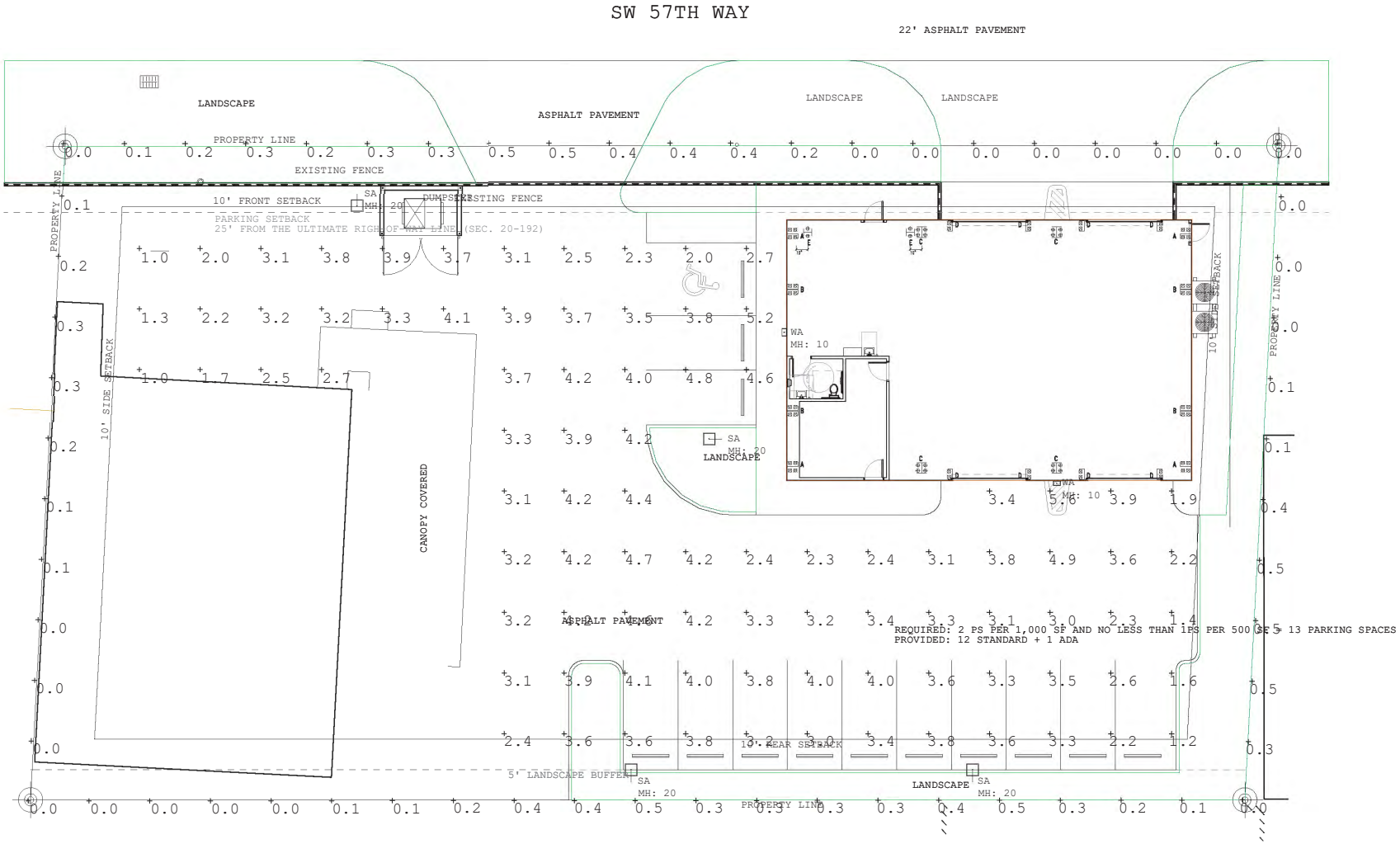
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CHECKED BY:	JBK

SHEET

A-4.3



Luminaire Schedule								
Symbol	Qty	Label	Arrangement	Description	LLF	Luminaire Lumens	Luminaire Watts	Total Watts
	2	WA	Single	Xtra Light VNTW-3500L-40K-DIM-3M-BZ	0.900	3450	27.3	54.6
	4	SA	Single	Xtra Light VNTLEDS011004SNDIM420XXBZHOHS	0.900	9224	106	424

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Parking and Drive Lanes	Illuminance	Fc	3.30	5.6	1.0	3.30	5.60
Property Line	Illuminance	Fc	0.19	0.5	0.0	N.A.	N.A.

NORTH

1 PHOTOMETRIC PLAN
SCALE: 1/8" = 1'-0"

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PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
PHOTOMETRIC PLAN

REVISIONS
No. DATE DESCRIPTION

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DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
P-1

ATTACHMENT B

Meeting Noticing Certification Package

rdr miami | public hearing notification services
certified lists of property owners within a specific radius + radius maps + mailing labels + mailouts + notice of public hearing site posting
rdrmiami.com | diana@rdrmiami.com | 305.498.1614

October 18, 2024

City of West Park
Planning & Zoning Dept.
1965 South State Road 7
West Park, FL 33023

Re: Property owners within 300 feet of:
SUBJECT: 2405 SW 57 Way, West Park, FL 33023
FOLIO NUMBER: 5141 24 02 0690

If a property within the notification radius is declared to be a Condominium or Co-Op, only their Association requires notification.

This is to certify that the attached ownership list, map and mailing labels are a complete and accurate representation of the real estate property and property owners within 300 feet radius of the external boundaries of the subject property listed above. This reflects the most current records on file in the Property Appraisers' Office as of 10/17/2024.

I affirm the notices were mailed on 10/18/2024. In addition, a legal ad was placed on the Sun Sentinel to run on 10/21/2024.

Sincerely,

Diana B. Rio

Total number of property owners without repetition: **35 total, including 1 international**

Rio Development Resources, LLC ("RDR") has used its best efforts in collecting the information published in this report and the findings contained in the report are based solely and exclusively on information provided by you and information gathered from public records and that local government. By acceptance of this report, you agree to hold RDR harmless and indemnify RDR from any and all losses, damages, liabilities and expenses which can be claimed against RDR caused by or related to this report.

**** COURTESY NOTICE TO CURRENT PROPERTY OWNER – APPLICATION FOR SITE PLAN APPROVAL AND VARIANCES****

October 18, 2024
VIA US FIRST CLASS MAIL

To: Current property owner

Project address: 2405 SW 57 Way, West Park, FL 33023

Request for: Site Plan Approval and Variances

Petitioner: 2405 GUSCAR, LLC

Proposed use: Auto Paint and Body Shop

City Planning and Zoning Advisory Board Meeting: November 4, 2024 at 6:00 PM

City Commission Meeting: December 4, 2024 at 7:00 PM

Meeting Location: 1965 S State Rd 7, West Park, FL 33023

Complete Information Regarding the Application is Available by Contacting the City at: (954) 989-2688

NAME 1	NAME 2	ADDRESS	CITY	STATE	ZIP	COUNTRY
FRASMAR INC		7266 RIDGE DR	BURNABY BC	CA	V5A 1B5	CANADA
2022 THOMAS INC	% LAW OFFICE OF BEN PROTANO	121 S 61 TER #A1	HOLLYWOOD	FL	33023	USA
2350 WAREHOUSE LLC		2350 SW 57 WAY	WEST PARK	FL	33023	USA
2405 GUSCAR LLC		2405 SW 57 WAY	WEST PARK	FL	33023	USA
25TH STREET HOLDING CO INC	%JAMES MCHUGH	2492 SW 57 AVE	WEST PARK	FL	33023	USA
5712 STREET LLC		5282 SW 33 WAY	FORT LAUDERDALE	FL	33312	USA
58 STREET LLC		6022 SW 35 CT	WEST PARK	FL	33023	USA
ALAM, MOHAMMED	UDDIN, MOHAMMED	12345 NW 1 ST	PLANTATION	FL	33325	USA
AMK GLOBAL LLC		5741 SW 25 ST	WEST PARK	FL	33023	USA
AULT, LAWRENCE J &	AULT, FRANCES L	2311 SW 57 WAY	WEST PARK	FL	33023	USA
BAILEY, RADIKA I	BAILEY, ROLLEYN ANTHONY	5730 SW 25 ST	WEST PARK	FL	33023	USA
BUDGET LLC		2455 SW 57 WAY	WEST PARK	FL	33023	USA
COOPER CRANE HOLDINGS LLC		2301 SW 57 TER	WEST PARK	FL	33023	USA
DASU REAL ESTATE HOLDINGS LLC		452 VINSON MILL ROAD	MURFREESBORO	NC	27855	USA
ELLIS, GEORGE S		2316 SW 57 AVE	WEST PARK	FL	33023	USA
FW DEVELOPMENTS LLC		5000 PEMBROKE RD	HOLLYWOOD	FL	33021	USA
GOINS, CLAY J &	GOINS, DONNA S	5621 CASTLEGATE AVE	DAVIE	FL	33331	USA
HOLLYWOOD IRON WORKS INC		2313 SW 57 TER	WEST PARK	FL	33023	USA
INTERCHEM LLC		21394 MARINA COVE CIR #H-17	AVENTURA	FL	33180	USA
ISE PROPERTIES LLC		230-187 ST	SUNNY ISLES BEACH	FL	33160	USA
JAK RODRIGUEZ PROPERTIES LLC		2404 SW 58 AVE	WEST PARK	FL	33023	USA
KI TOV LLC		PO BOX 1516	HALLANDALE BEACH	FL	33008	USA
KLS LEASING LLC		2401 GULFSTREAM DR	MIRAMAR	FL	33023	USA
LOZADA TRUCKING INC		3031 NW 78 AVE	HOLLYWOOD	FL	33024	USA
LUCY MAE CHAPMAN REV TR		2888 NW 87 AVE	CORAL SPRINGS	FL	33065	USA
LUCY MAE CHAPMAN TR	CHAPMAN, DONNA TRSTEE	2888 NW 87 AVE	CORAL SPRINGS	FL	33065	USA
LVR TRUCKING LLC		2220 SW 57 AVE	WEST PARK	FL	33023	USA
MALLARD, CHRISTOPHER & LYNDA		2515 NW 159 TER	OPA LOCKA	FL	33054	USA
MIAMI GARDENS INC	DDCTD % CITY OF WEST PARK	1965 S STATE ROAD 7	WEST PARK	FL	33023	USA
OWENS, PHILIP & LINDA		3400 SW 116 AVE	DAVIE	FL	33330	USA
PEREZ, DANILO ANTONIO		5721 SW 25 ST	WEST PARK	FL	33023	USA
REINIG, MICHAEL &	REINIG, ELLEN	219 SW 21 TER	FORT LAUDERDALE	FL	33312	USA
TBB GARAGE LLC	% ATTN KENT M JANZON CFO	3025 COLLINS AVE	MIAMI BEACH	FL	33140	USA
UEG REAL ESTATE HOLDINGS LLC		1900 E SIERRA RANCH DR	DAVIE	FL	33324	USA
UJD 123 INC		1650 NE 134 ST	NORTH MIAMI	FL	33181	USA

FRASMAR INC
7266 RIDGE DR
BURNABY BC, CA V5A 1B5
CANADA

2022 THOMAS INC
% LAW OFFICE OF BEN PROTANO
121 S 61 TER #A1
HOLLYWOOD, FL 33023

2350 WAREHOUSE LLC
2350 SW 57 WAY
WEST PARK, FL 33023

2405 GUSCAR LLC
2405 SW 57 WAY
WEST PARK, FL 33023

25TH STREET HOLDING CO INC
%JAMES MCHUGH
2492 SW 57 AVE
WEST PARK, FL 33023

5712 STREET LLC
5282 SW 33 WAY
FORT LAUDERDALE, FL 33312

58 STREET LLC
6022 SW 35 CT
WEST PARK, FL 33023

ALAM, MOHAMMED
UDDIN, MOHAMMED
12345 NW 1 ST
PLANTATION, FL 33325

AMK GLOBAL LLC
5741 SW 25 ST
WEST PARK, FL 33023

AULT, LAWRENCE J &
AULT, FRANCES L
2311 SW 57 WAY
WEST PARK, FL 33023

BAILEY, RADIKA I
BAILEY, ROLLEYN ANTHONY
5730 SW 25 ST
WEST PARK, FL 33023

BUDGET LLC
2455 SW 57 WAY
WEST PARK, FL 33023

COOPER CRANE HOLDINGS LLC
2301 SW 57 TER
WEST PARK, FL 33023

DASU REAL ESTATE HOLDINGS LLC
452 VINSON MILL ROAD
MURFREESBORO, NC 27855

ELLIS, GEORGE S
2316 SW 57 AVE
WEST PARK, FL 33023

FW DEVELOPMENTS LLC
5000 PEMBROKE RD
HOLLYWOOD, FL 33021

GOINS, CLAY J &
GOINS, DONNA S
5621 CASTLEGATE AVE
DAVIE, FL 33331

HOLLYWOOD IRON WORKS INC
2313 SW 57 TER
WEST PARK, FL 33023

INTERCHEM LLC
21394 MARINA COVE CIR #H-17
AVENTURA, FL 33180

ISE PROPERTIES LLC
230-187 ST
SUNNY ISLES BEACH, FL 33160

JAK RODRIGUEZ PROPERTIES LLC
2404 SW 58 AVE
WEST PARK, FL 33023

KI TOV LLC
PO BOX 1516
HALLANDALE BEACH, FL 33008

KLS LEASING LLC
2401 GULFSTREAM DR
MIRAMAR, FL 33023

LOZADA TRUCKING INC
3031 NW 78 AVE
HOLLYWOOD, FL 33024

LUCY MAE CHAPMAN REV TR
2888 NW 87 AVE
CORAL SPRINGS, FL 33065

LUCY MAE CHAPMAN TR
CHAPMAN, DONNA TRSTEE
2888 NW 87 AVE
CORAL SPRINGS, FL 33065

LVR TRUCKING LLC
2220 SW 57 AVE
WEST PARK, FL 33023

MALLARD, CHRISTOPHER & LYNDA
2515 NW 159 TER
OPA LOCKA, FL 33054

MIAMI GARDENS INC
DDCTD % CITY OF WEST PARK
1965 S STATE ROAD 7
WEST PARK, FL 33023

OWENS, PHILIP & LINDA
3400 SW 116 AVE
DAVIE, FL 33330

PEREZ, DANILO ANTONIO
5721 SW 25 ST
WEST PARK, FL 33023

REINIG, MICHAEL &
REINIG, ELLEN
219 SW 21 TER
FORT LAUDERDALE, FL 33312

TBB GARAGE LLC
% ATTN KENT M JANZON CFO
3025 COLLINS AVE
MIAMI BEACH, FL 33140

UEG REAL ESTATE HOLDINGS LLC
1900 E SIERRA RANCH DR
DAVIE, FL 33324

UJD 123 INC
1650 NE 134 ST
NORTH MIAMI, FL 33181

Affidavit – Affidavits:
Publication: Affidavit
Section: Affidavits
AdSize: 1 Column
Lines: 0
Run Date(s): Monday, October 21, 2024
Color: No

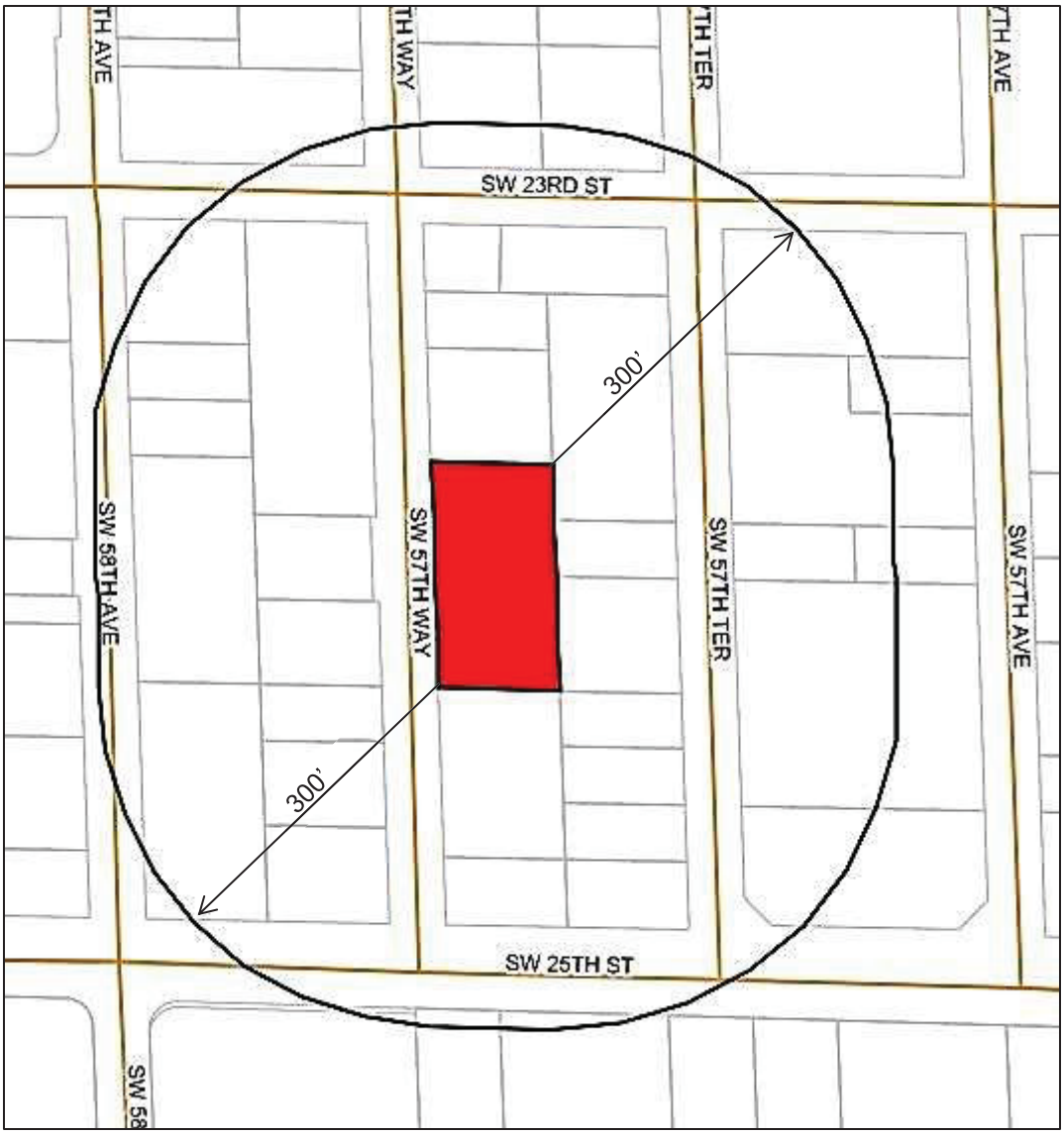
Preview:

PUBLIC HEARING NOTICE SITE PLAN APPROVAL AND VARIANCES

You are hereby notified of a Public Hearing before the Planning & Zoning Advisory Board of the City of West Park on November 4, 2024 at 6:00 PM and City Commission Meeting on December 4, 2024 at 7:00 PM, or as soon as can be heard thereafter, at the West Park City Hall, 1965 S. State Road 7, West Park, Florida 33023, to consider a request of petitioner, to wit:
PETITIONER: 2405 GUSCAR, LLC
REQUEST FOR: Site Plan Approval and Variances
PROJECT ADDRESS: 2405 SW 57 Way, West Park, FL 33023
PROPOSED USE: Auto Paint and Body Shop
Complete information regarding the application is available by contacting the Planning and Zoning Department staff for the City of West Park, at (954) 989-2688. Any person with a disability requiring auxiliary aids and services for this meeting may call the City Clerk's office at (954) 989-2688 with their request at least two business days prior to the meeting date.

rdr miami | public hearing notification services
certified lists of property owners within a specific radius + radius maps + mailing labels + mailouts + notice of public hearing site posting
rdrmiami.com | diana@rdrmiami.com | 305.498.1614

300' RADIUS MAP (N.T.S.)



SUBJECT: 2405 SW 57 Way, West Park, FL 33023
FOLIO NUMBER: 5141 24 02 0690


2405 SW 57 WAY
WEST PARK, FL 33023
REQUEST FOR: SITE PLAN APPROVAL & VARIANCES
PETITIONER: 2405 GUSCAR, LLC
PROPOSED USE: AUTO PAINT AND BODY SHOP
PLANNING & ZONING ADVISORY BOARD MEETING:
NOVEMBER 04, 2024 AT 6:00 PM
CITY COMMISSION MEETING:
DECEMBER 04, 2024 AT 7:00 PM
COMPLETE INFORMATION REGARDING THE APPLICATION IS AVAILABLE BY CONTACTING THE CITY AT 954-989-2688
Fax


Auto Stat
hop Inc.
ASE CERTIFIED
Gustavo
305-300-1625
954-6 -5951
Javier
754-244-4863
2405 SW Way. West Park, FL 33023

DRESS:

WAY

FL 33023

OR: SITE PLAN APPROVA

: 2405 GUSCAR, LLC

USE: AUTO PAINT AND

ZONING ADVISORY BO

EMBER 04, **2024 AT 6:**

TY COMMISSION MEET

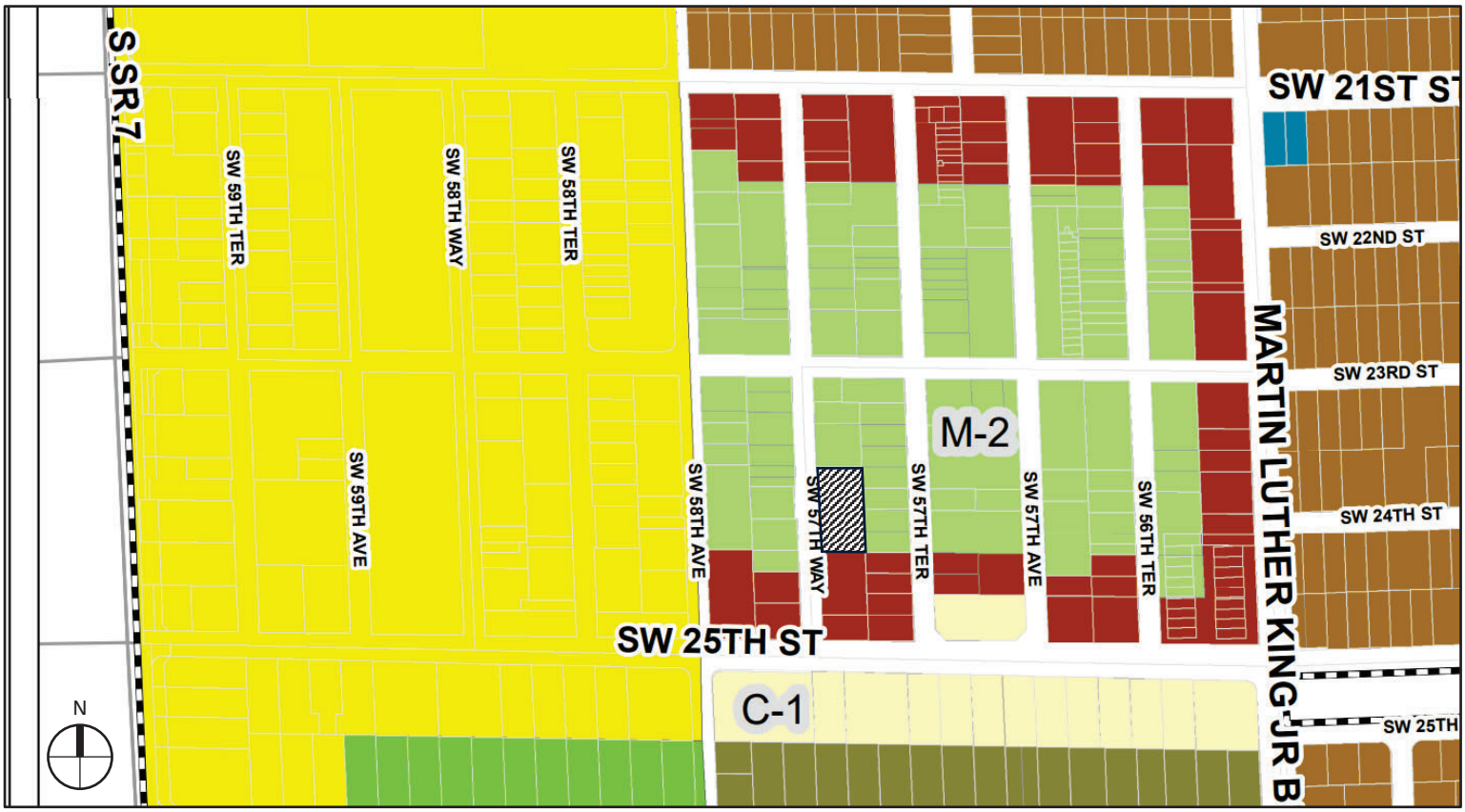
EMBER 04, **2024 AT 7**

TE INFORMATION REGA

ATTACHMENT C

Zoning Map

The City of West Park
Zoning Map



Legend

- City Boundary
- Twin Lakes
- COMMERCIAL WAREHOUSE DISTRICT
- COMMUNITY FACILITIES
- DUPLEX DISTRICT
- GENERAL COMMERCIAL BUSINESS DISTRICT
- GENERAL MANUFACTURING AND INDUSTRIAL DISTRICT
- INSTITUTIONAL AND EDUCATIONAL DISTRICT
- INTENSE COMMERCIAL BUSINESS DISTRICT
- LIMITED COMMERCIAL BUSINESS DISTRICT
- LIMITED MANUFACTURING AND INDUSTRIAL DISTRICT
- MOTEL DISTRICT
- MULTIPLE DWELLINGS/APTS DISTRICT
- OPEN SPACE AND PUBLIC RECREATION DISTRICT
- PARKING DISTRICT (DUPLEX AREA)
- ROW HOME DISTRICT
- SINGLE FAMILY AND OFFICE DISTRICT
- SINGLE FAMILY DETACHED (MED DENSITY)
- SINGLE FAMILY DETACHED (MED/HIGH DENSITY)
- SINGLE FAMILY DWELLING (6000SQFT LOT)
- SINGLE FAMILY DWELLING (7500SQFT LOT)
- TWO FAMILY DWELLING
- TOC
- TOC - 1
- TOC - 2
- TOC - 3

SUBJECT SITE

RESOLUTION NO. 2024-109

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CONSIDERING A PETITION FOR VARIANCE PURSUANT TO CHAPTER 28, ARTICLE II OF THE CITY'S CODE OF ORDINANCES ENTITLED "VARIANCES AND SPECIAL EXCEPTIONS", REQUESTING THE CITY TO CONSIDER A VARIANCE TO SECTION 42-571 OF THE CITY'S CODE OF ORDINANCES REGARDING LANDSCAPE BUFFER REQUIREENTS; PROVIDING FOR REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the applicant, Carlos Javier Vianoly**,** is seeking variance approval pursuant to Chapter 28, Article II of the City's Code of Ordinance for a property located at 2405 SW 57 Way (Folio #5141-24-02-0690) within the city limits; and

WHEREAS, specifically, the Applicant, Carlos Javier Vianoly is representing the establishment Auto State Body Shop, for a variance to reduce the landscaping buffer requirements from 10 feet to allow for 5 (north) feet; and

WHEREAS, the proposed variance approvals are pursuant to the City of West Park Code of Ordinances Sections 42-571; and

WHEREAS, City's Planning and Zoning staff have reviewed the application for variance plan approval and recommends approval; and

WHEREAS, notice requirements for consideration of the site approval application have been complied with in all respects prior to approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Petition for Variance. The City Commission of the City of West Park hereby determines that the Petition for Variance requesting that the City consider a variance to Section 42-571 of the City's Code of Ordinances regarding landscape buffer requirements to reduce requirements from 10 feet to allow for 5 (north) feet related to property located at 2405 SW 57 Way (Folio #5141-24-02-0690), West Park, Florida, **is/is not** in substantial compliance with the requirements of Chapter 28, Article II of the City's Code of

Ordinances, the City's zoning code and the City's Land Development Regulations subject to the following conditions:

Conditions of Approval:

The subject property is located in the B-1 Limited Commercial Business Zoning District. A Variance is required for this use in this particular zoning district. Staff recommends Approval with the following conditions:

1. *Parking spaces shall be permanently stripped and seal coated, including ingress and egress marking in accordance with the City code.*

2. *Egress area adjacent to proposed building shall be striped to indicate parking is not permitted. This shall be reflected on plans at the time of Building Permit Application.*

3. *Parking of vehicles in drive aisle and unmarked areas, swales, and other right-of-way areas is not permitted with this approval. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.*

4. *The site shall provide sufficient permanently marked loading and unloading area in accordance with the code.*

5. *The dumpster enclosure shall be provided in accordance with the City code.*

6. *The final grading and drainage site design shall be submitted at the time of Building Permit application and in accordance with Broward County Surface Water Management Requirements. Plans shall ensure the site is in compliance with all on-site storm water mitigation and drainage requirement and all drainage will be contained within the site and not drain to the street.*

7. *A Storm Water Pollution Prevention Plan (SWPPP) will be required for construction projects that disturb more than 1 acre of developed or undeveloped land. The owner/contractor, where applicable, shall implement and strictly adhere to all necessary Best Management Practices (BMPs) in accordance with N.P.D.E.S. requirements.*

8. *Ensure all Fire Department requirements for body repair and paint are met during the time of Building Permit.*

9. *Containers shall not be permitted. Any existing container(s) shall be removed prior to the issuance of Certificate of Occupancy. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.*

10. *Canopies shall not be permitted. Any existing canopy(s) shall be removed prior to the issuance of Certificate of Occupancy. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.*

11. *Landscaped areas must be maintained at all times during business operation. Ensure landscape buffer is in good condition and in a manner which provides adequate screening.*

12. *Banner and pennant signs shall be prohibited. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.*

13. *Flags shall be prohibited unless on a flagpole. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.*

14. *All signs on the property shall comply with the code. An application for a sign permit shall be submitted for approval.*

15. *Prior to the issuance of a certificate of occupancy, the property owner shall record this adopted list of conditions at the Broward County Records, Taxes and Treasury Division (RTT).*

16. *All outstanding fees/fines, to include Code Enforcement; fire fees; storm water fees; solid waste fees; business tax receipt fees and permit fees shall be paid/settled before any building permit or certificate of use or business tax receipt is issued on the property, if any exist.*

Section 3. Effective Date. This Resolution shall be effective immediately upon its adoption.

PASSED and **ADOPTED** this 4th day of December 2024.

_____
Felicia M. Brunson, Mayor

ATTEST:

_____
Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, P.A.,
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Eveillard	_____ (Yes)	_____ (No)
Commissioner B. Smith	_____ (Yes)	_____ (No)
Commissioner Touchstone	_____ (Yes)	_____ (No)
Vice-Mayor J. Smith	_____ (Yes)	_____ (No)
Mayor Brunson	_____ (Yes)	_____ (No)

CITY OF WEST PARK
MEMORANDUM

Agenda Item #: 12-2

To: Planning and Zoning Advisory Board **Date:** December 4, 2024

Via: Ajibola Balogun, City Manger

From: Leslie A. Del Monte, Planning and Zoning Director

Re: **Carlos Javier Vianoly for Auto State Auto State Body Shop, 2405 SW 57 Way Variance Request 2**

REQUEST

The applicant requests a Variance to reduce the required pervious area (Section 20-197) from 25 percent to 13 percent, accompanying is a site plan request to construct an approximately 2,900 square foot one story, commercial building, to expand the existing automobile body shop use currently onsite. At 0.5 net acres, the subject site is located 2405 SW 57th Way, within the M-2 General Manufacturing and Industrial zoning district. The site includes an existing one-story service building of approximately 3,145 square feet and associated parking. The proposed building consists of two drive-through service bays, office space, and a restroom. As part of the scope, the applicant is also proposing significant site improvements, including improved parking layout and circulation, and landscape. With these improvements, the applicant is significantly reducing the degree of non-conformities existing on site and bringing the property much closer to compliance.

As proposed, the project requires two variances, to reduce the required pervious area from 25 percent to allow for 13 percent; and to reduce the required landscape buffer from 10 feet to allow for 5 (north) feet. The variance requests have been submitted as companion items to this application.

The attached item variance request was reviewed by the City's Planning & Zoning Advisory Board during their November 4, 2024 meeting and was unanimously recommended for approval. The attached planning item, including the application, site plan, and supporting documents and drawings is submitted to the City Commission for consideration (Attachment A).

APPLICATION SUMMARY SITE PLAN APPROVAL

Applicant/Representative: Carlos Javier Vianoly

Location: 2405 SW 57 Way

Folio Number: 5141-24-02-0690

Site Total Acreage/Sq. Ft:	21,572 Net SF (0.49 ACRES)
Future Land Use Designation:	Industrial
Existing Zoning	M-2 General Manufacturing and Industrial District
Site Condition:	Existing Auto Body Repair

VARIANCE STANDARDS

In the case of general variances where the literal and strict enforcement of the applicable provisions of this Code would result in undue or unnecessary hardship, the city commission may grant a petition for variance from said regulations as will provide substantial justice and not be contrary to the public interest reflected in said regulations, provided the city commission makes the following findings:

Variance 2: To reduce the required pervious area from 25 percent to allow for 13 percent.

(1) The subject property has unique and special conditions, not applying generally to other properties in the same zoning district, which occasion the necessity for the petitioned variance.

The subject property is located at in an area which his highly industrial. Although a variance is being sought to the pervious area. As proposed, the design adds more pervious area to the site than currently exists.

(2) The development resulting from the granting of such variance shall be in harmony with the policies embodied within the city's comprehensive plan.

The proposed commercial development is in harmony with the City's comprehensive. There are several policies and objectives within the City's Comprehensive Plan which the site plan and resulting variance will further advance both directly and indirectly:

Policy 1.1.5(f) - Ensure safe and convenient on-site traffic flow and vehicle parking needs.

Policy 2.2.3 - The City of West Park shall provide a convenient roadway network that accommodates multimodal users through coordination with Broward County Public Works Department, the Florida Department of Transportation Districts IV and VI, Miami-Dade MPO and the Broward County MPO.

Policy 8.2.10 - Coordinate with road, utility, and infrastructure service providers within the City to ensure that necessary capital improvements are implemented to support new construction and redevelopment.

(3) The granting of such variance shall be consistent with the general purpose and intent of the city comprehensive plan and the applicable zoning district regulations governing the property on which approval is granted.

The variance being requested is consistent with the general purpose and intent of the City's Comprehensive Plan and zoning codes. The proposed reductions are limited to limited sections along the perimeter buffers and are otherwise consistent with the general intent for the landscape buffers. The additional building and proposed landscape improvements will significantly enhance the overall look of the site and bring it closer to compliance.

(4) The granting of such variance shall not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations; shall not hinder or discourage appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof; is compatible with the neighborhood and will not substantially diminish or impair property values within the neighborhood nor be otherwise detrimental to the public safety and welfare.

The proposed variance will not negatively affect the use or development of the neighboring properties. The proposed reductions are limited to limited sections along the perimeter buffers and are otherwise consistent with the general intent for the landscape buffers.

(5) The literal and strict enforcement of the applicable provisions of chapter 42, zoning or other provisions of this Code would result in undue or unnecessary hardship to the applicant and would deprive the applicant of rights commonly enjoyed by the owners of other property in the zoning district.

The literal and strict adherence to the district regulations in Chapter 42 of the City's zoning code would limit the owner's development of the proposed site in relation to the rights currently enjoyed by other existing properties in this district, which enjoy zero landscape buffers, plus other non-conforming regulations.

(6) The granting of the requested variance will provide substantial justice and not be contrary to the public interest as reflected in the applicable regulations.

The proposed variance will provide substantial justice by allowing the owner to enjoy the same development use of his site as those of the surrounding properties, while respecting the public interest laid out by the applicable regulations of the zoning district by adhering to all other regulations therein.

(7) The need for the variance does not arise from conditions which are personal to the owner, but instead relate to the uniqueness of the property.

The proposed variance is a product of the site's configuration and adherence to circulation requirements and parking regulations for this zoning district.

(8) The alleged hardship is not self-imposed by the owner, prior owners or by any person having an interest in the property and does not result from the actions of the applicant, prior owners or anyone having an interest in the property.

The proposed variance is not self-imposed through actions of the current owner, prior owners or anyone having interest in the property; rather the points described in the above referenced criteria.

(9) The variance granted is the minimum variance necessary for the applicant to make reasonable use of the property.

The proposed variance is the minimum variance necessary for the applicant to develop the referenced property as intended.

(10) The hardship has not been deliberately or knowingly created or suffered to establish a use or structure which is not otherwise consistent with the city comprehensive plan or this Code.

The proposed variance has not been deliberately created to establish a use or structure, which is not consistent with comprehensive plan or this code. The proposed use, frontage, parking and other regulations are consistent with the zoning regulations for this district.

(11) An applicant's desire or ability to achieve greater financial return or maximum financial return from his property shall not constitute hardship.

The proposed variance is not financially driven but required to provide the appropriate adherence to the zoning regulations for this district and a similar level of development enjoyed by the existing neighboring properties.

(12) Granting the variance application conveys the same treatment to the applicant as to the owner of other lands, buildings, or structures in the same zoning district.

The proposed variance application conveys the same treatment to the applicant as enjoyed by other sites, buildings, and structures in the same zoning district.

RECOMMENDATION

The Planning Director recommends **approval** of **Variance 2**, subject to the following conditions:

Conditions of Approval:

1. Parking spaces shall be permanently stripped and seal coated, including ingress and egress marking in accordance with the City code.

2. Egress area adjacent to proposed building shall be striped to indicate parking is not permitted. This shall be reflected on plans at the time of Building Permit Application.

3. Parking of vehicles in drive aisle and unmarked areas, swales, and other right-of-way areas is not permitted with this approval. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

4. The site shall provide sufficient permanently marked loading and unloading area in accordance with the code.

5. The dumpster enclosure shall be provided in accordance with the City code.

6. The final grading and drainage site design shall be submitted at the time of Building Permit application and in accordance with Broward County Surface Water Management Requirements. Plans shall ensure the site is in compliance with all on-site storm water mitigation and drainage requirement and all drainage will be contained within the site and not drain to the street.

7. A Storm Water Pollution Prevention Plan (SWPPP) will be required for construction projects that disturb more than 1 acre of developed or undeveloped land. The owner/contractor, where applicable, shall implement and strictly adhere to all necessary Best Management Practices (BMPs) in accordance with N.P.D.E.S. requirements.

8. Ensure all Fire Department requirements for body repair and paint are met during the time of Building Permit.

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14. All signs on the property shall comply with the code. An application for a sign permit shall be submitted for approval.

15. Prior to the issuance of a certificate of occupancy, the property owner shall record this adopted list of conditions at the Broward County Records, Taxes and Treasury Division (RTT).

16. All outstanding fees/fines, to include Code Enforcement; fire fees; storm water fees; solid waste fees; business tax receipt fees and permit fees shall be paid/settled before any building permit or certificate of use or business tax receipt is issued on the property, if any exist.

ATTACHMENTS

Attachment A: Application Package
Attachment B: Meeting Noticing Certification Package
Attachment C: Zoning Map

ATTACHMENT A

Application Package

CITY OF WEST PARK
APPLICATION FOR ZONING VARIANCE

The undersigned presents its application to the City Commission of the City of West Park, Florida for a Zoning Variance under the Zoning Regulations of the City of West Park as follows:

1. **PROPERTY INFORMATION**

Property Address: 2405 SW 57th WAY WEST PARK FL 33023

Property Legal Description: Lot(s) 5-8 Block(s) 14 Subdivision STURDEVANTS 2nd add WEST Holly

Folio No.: _____ Existing Use of Property: _____

Proposed Use of Property: COLLISION SHOP

2. **APPLICANT INFORMATION**

Name of Current Property Owner: CARLOS J VIGNOLY

Applicant Name: _____

Check one: ☐ Tenant | ☐ Consultant | ☐ Representative | ☒ Property Owner

** If not applying as property owner, provide proof of authorization to file such application*

Email Address: auto state bodyshop inc@gmail.com Telephone No.: 954-613-5951

3. **ZONING VARIANCE REQUEST**

List Proposed Variance Request(s):

Have previous variances, or other Planning and Zoning applications, been filed or presented to the City? If yes, then provide the hearing date and a copy of the resolution of City Commission action.

☐ **No** | ☐ **Yes,** Hearing Date: _____ Resolution No.: _____

4. **ACKNOWLEGMENTS**

The Applicant/Property Owner signature(s) certifies and acknowledges, (1) that the property is not subject to a pending code violation as of the date of this application, (2) that failure to notice, advertise and post the sign as required by applicable law, will result in violation of state and city notification requirements and laws and may result in the hearing being rescheduled, (3) that the above statements and drawings made on any document or plans submitted are true to the best of our knowledge, and (4) that the application and attachments become part of official public records of the City.

Signature of Current Property Owner: _____ Date: 09/23/24

PRINT NAME: CARLOS JAVIER VIGNOLY Date: _____

Signature of Consultant/Representative/Tenant: _____ Date: _____

PRINT NAME: _____ Date: _____

2405 SW 57TH WAY

WEST PARK, FL 33023



DRAWING INDEX

ARCHITECTURE

A-0.0	COVER
R-1	RENDERING 1
R-2	RENDERING 2
R-3	RENDERING 3
A-1.0	SITE DATA
A-1.1	CONTEXT PLAN
A-1.2	OPEN AREA CALCULATION
A-2.0	SITE PLAN
A-3.0	GROUND LEVEL
A-4.0	EAST BUILDING ELEVATION
A-4.1	NORTH BUILDING ELEVATION
A-4.2	WEST BUILDING ELEVATION
A-4.3	SOUTH BUILDING ELEVATION
P-1	PHOTOMETRIC PLAN

ARCHITECT

JOSEPH B. KALLER AND ASSOCIATES, P.A
CONTACT: Mr. JOSEPH B. KALLER
ADDRESS: 2417 HOLLYWOOD BLVD.
HOLLYWOOD, FL 33020
PHONE: (954)-920-5746
FAX: (954)-926-2841
EMAIL: joseph@kallerarchitects.com

OWNER

GUSCAR LLC
2405 SW 57 WAY
WEST PARK, FLORIDA 33023

LANDSCAPE

THOMAS WHITE
ADDRESS: 2600 NE 27th AVE.
FORT LAUDERDALE, FL 33306
PHONE: (954)-253-2265
EMAIL: tcawhite@bellsouth.net

CIVIL

ZEPHYR ENGINEERING
CONTACT: WILFORD ZEPHYR
ADDRESS: 5451 PIERCE ST.
HOLLYWOOD, FL 33021
PHONE: (786)-302-7693
EMAIL: wzephyreng@gmail.com

KallerArchitecture
AA# 26001212
2417 Hollywood Blvd.
Hollywood Florida 33020
954.920.5746
joseph@kallerarchitects.com
www.kallerarchitects.com

SEAL

STATE OF FLORIDA · JOSEPH B. KALLER · R.A. 0009239 · REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
COVER

REVISIONS

No.	DATE	DESCRIPTION

This drawing, as an instrument of service, is and shall remain the property of the Architect and shall not be reproduced, published or used in any way without the permission of the Architect.

SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-0.0



1 RENDERING
N.T.S.

KellerArchitecture
AA# 26001212
2417 Hollywood Blvd.
Hollywood Florida 33020
954.920.5746
joseph@kallerarchitects.com
www.kallerarchitects.com

SEAL

STATE OF FLORIDA
JOSEPH B. KALLER
REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
RENDERING

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
R-1



1 RENDERING
N.T.S.

KallerArchitecture
AA# 26001212
2417 Hollywood Blvd.
Hollywood Florida 33020
954.920.5746
joseph@kallerarchitects.com
www.kallerarchitects.com

SEAL

STATE OF FLORIDA
JOSEPH B. KALLER
REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
RENDERING

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
R-2



1 RENDERING
N.T.S.

KallerArchitecture
AA# 26001212
2417 Hollywood Blvd.
Hollywood Florida 33020
954.920.5746
joseph@kallerarchitects.com
www.kallerarchitects.com

SEAL

STATE OF FLORIDA
JOSEPH B. KALLER
REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
RENDERING

REVISIONS

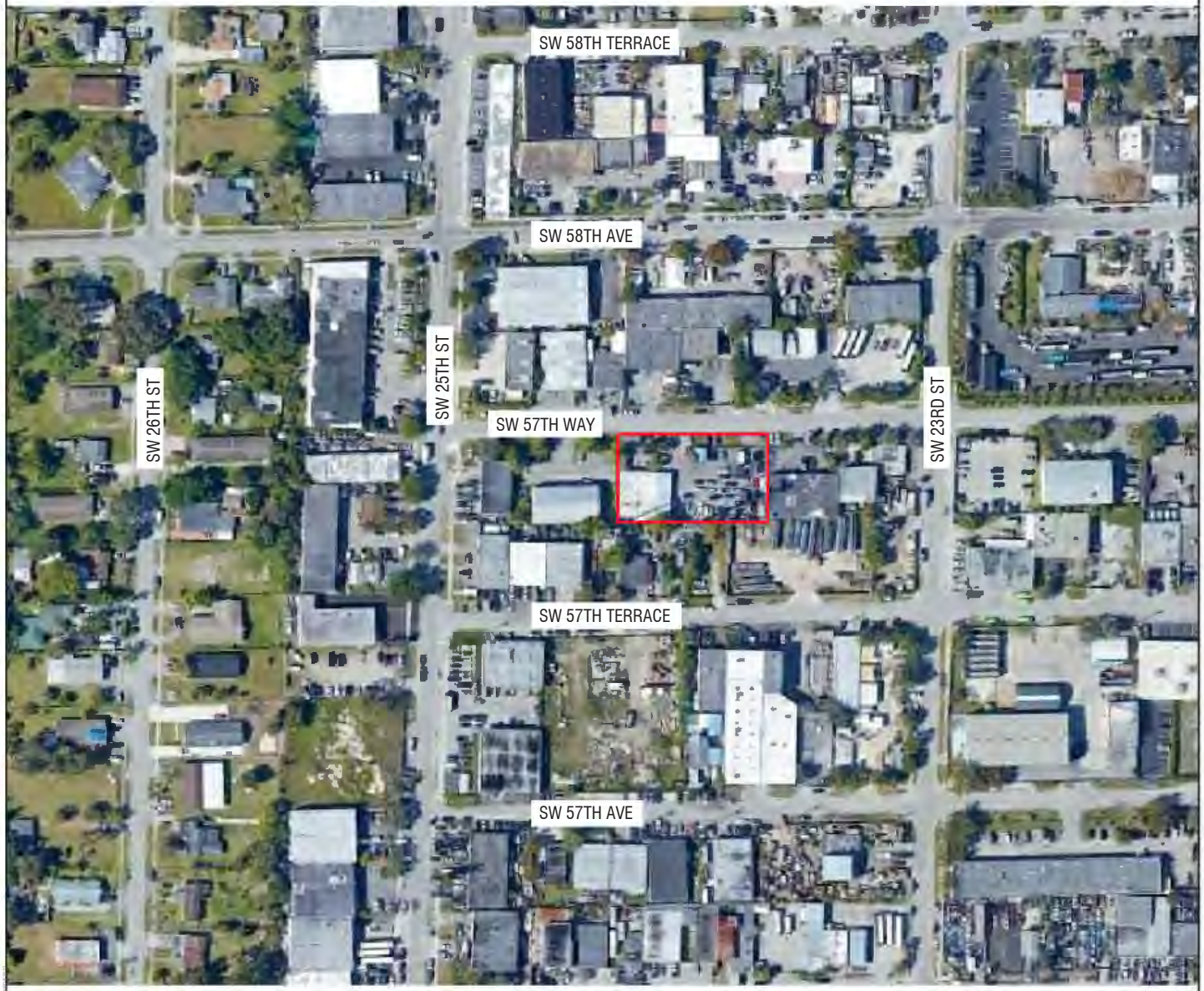
No.	DATE	DESCRIPTION
-	-	-

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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
R-3



1 LOCATION
N.T.S.

PROPERTY ADDRESS	2405 SW 57TH WAY WEST PARK, FL 33023
FOLIO	# 5141-24-02-0690
LEGAL DESCRIPTION	LOTS 5, 6, 7 AND 8 IN BLOCK 14, OF STURDEVANT'S SECOND ADDITION TO WEST HOLLYWOOD.

SITE INFORMATION	EXISTING	PROPOSED
ZONING:	M-2	M-2
SUB-DISTRICT:	N/A	N/A
BUILDING USE:	AUTO PAINT BODY SHOP	AUTO PAINT BODY SHOP
LAND USE DESIGNATION:	INDUSTRIAL	N/A
COUNTY USE DESIGNATION:	INDUSTRIAL	N/A
NET LOT AREA:	21,572 SF (0.49 ACRES)	N/A

BUILDING INTENSITY	ALLOWED	PROVIDED
BUILDING FOOT PRINT	35% (7,550 SF)	EXISTING BUILDING: 3,145 SF NEW PROPOSED BUILDING: 2,872 SF TOTAL FOOTPRINT: 6,017 SF (27.89% NET LOT AREA)
BUILDING HEIGHT	65 FEET	19'-10" (ONE STORY)
ALLOWABLE ELEVATOR & STAIR HEIGHT ENCROACHMENT (25%)		

BUILDING INFORMATION	EXISTING	PROVIDED
TYPE OF CONSTRUCTION	TBD	TBD
SPRINKLER (REQUIRED)	TBD	TBD
FIRE ALARM (REQUIRED)	TBD	TBD

PARKING CALCULATION:	REQUIRED	PROVIDED
PER SEC. 42-612 MIN. REQUIRED: 1 PARKING SPACE PER EACH 600 SF = 10 PARKING SPACES MIN. 3 PARKING SPACES PER SERVICE BAY - TOTAL SERVICE BAYS = 4 // 4 X 3 = 12 PARKING SPACES		
STANDARD SPACE:	11	12
HANDICAPPED SPACE	1	1
TOTAL	= 12 SPACES	= 13 SPACES

SETBACKS:	REQUIRED	PROVIDED
(a) FRONTAGE	10'-0"	12'-2"
(b) SIDE INTERIOR (NORTH)	10'-0"	11'-0"
(c) SIDE INTERIOR (SOUTH)	10'-0"	0'-0" (EXISTING BUILDING)
(d) REAR	10'-0"	3'-9" (EXISTING BUILDING)

LANDSCAPE	REQUIRED	PROVIDED
IMPERVIOUS AREA PARKING, SIDEWALKS & DRIVES	80% (17,257 SF)	18,975 S.F. (87%)
PERVIOUS AREA	20% (4,315 SF)	2,597 S.F. (13%) • VARIANCE REQUESTED
	100% (21,572 SF)	
LANDSCAPE BUFFER AREA (REAR)	10 FEET	5 FEET • VARIANCE REQUESTED

GROSS BUILDING AREA:

	INTERIOR
EXISTING BUILDING FIRST FLOOR	3,145 SF
NEW PROP. BUILDING FIRST FLOOR	2,872 SF
TOTAL	6,017 SF

3 SITE DATA
N.T.S.

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JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
SITE DATA

REVISIONS
No. DATE DESCRIPTION

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SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-1.0



1 LOCATION
N.T.S.

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JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
CONTEXT PLAN

REVISIONS
No. DATE DESCRIPTION

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SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-1.1



1 OPEN AREA CALCULATION
SCALE: 1/8" = 1'-0"

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REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
OPEN AREA CALCULATION

REVISIONS

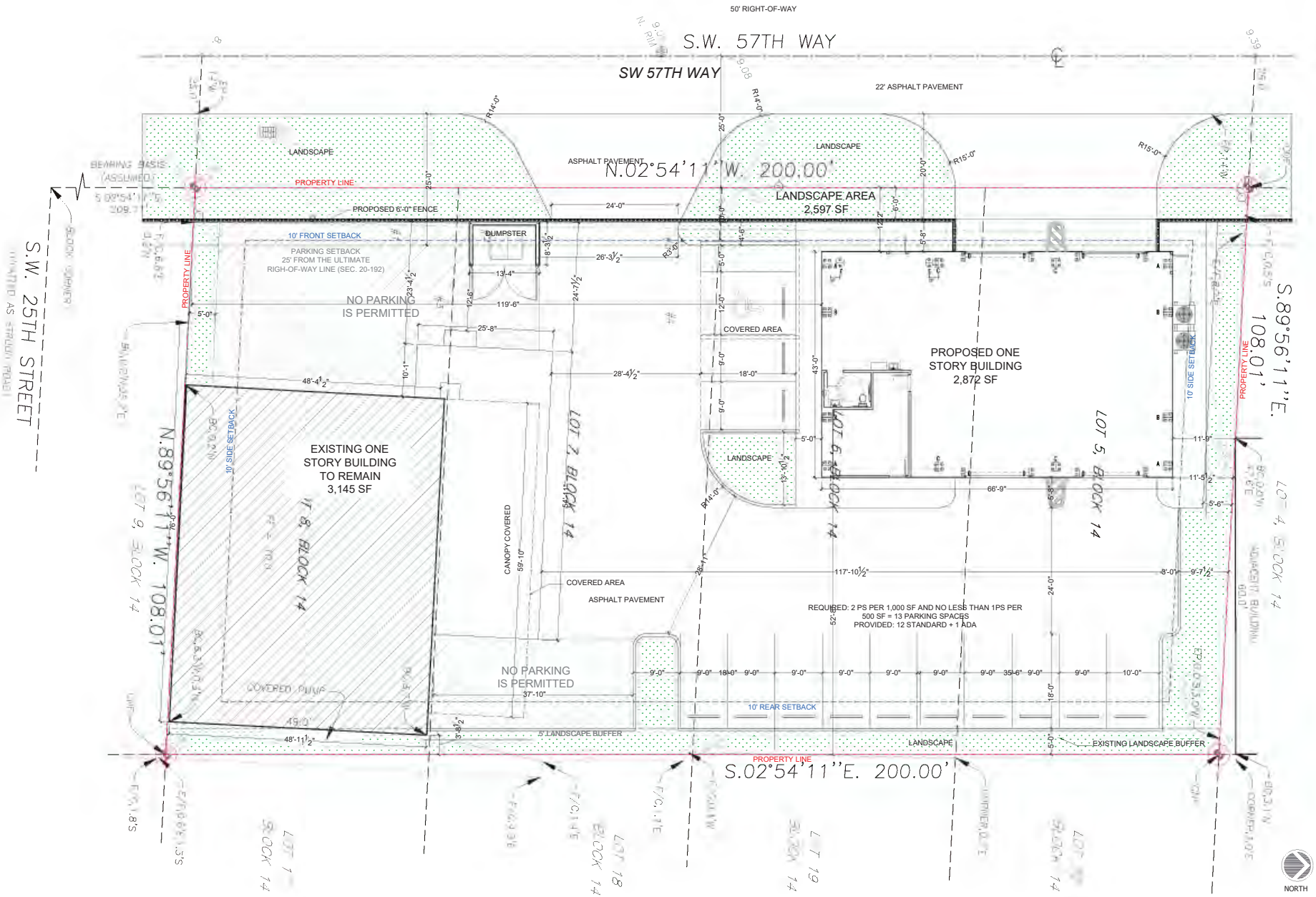
No.	DATE	DESCRIPTION
-	-	-

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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
A-1.2



1 SITE PLAN
SCALE: 1/8" = 1'-0"

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FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
SITE PLAN

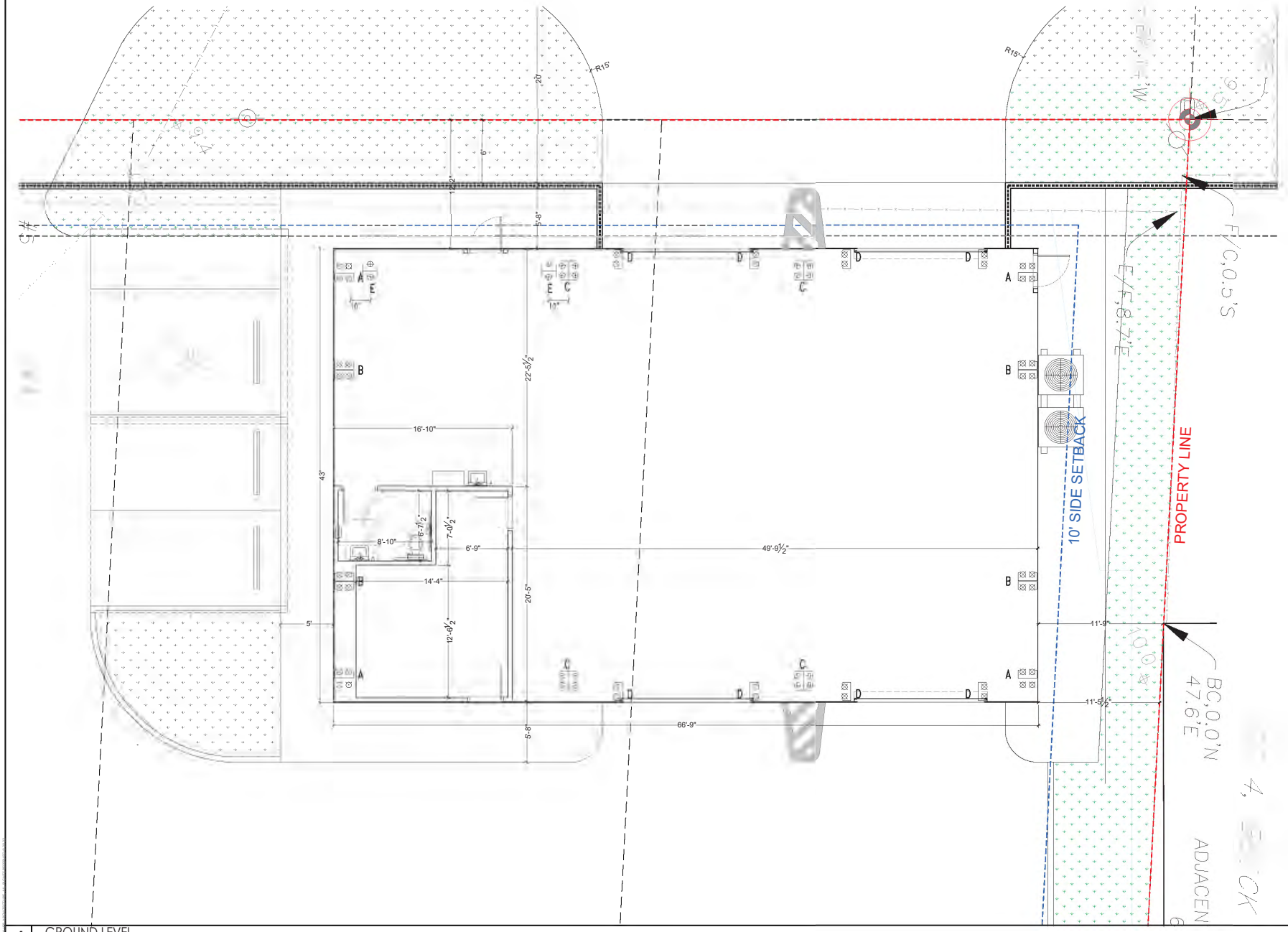
REVISIONS
No. DATE DESCRIPTION

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SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-2.0



1 GROUND LEVEL
SCALE: 1/4" = 1'-0"

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FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
GROUND LEVEL

REVISIONS
No. DATE DESCRIPTION

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DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-3.0



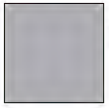
1 EAST ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

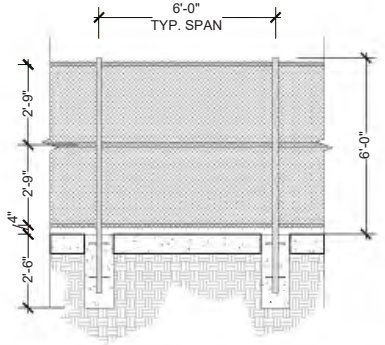


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
SCALE: 1/2 = 1'-0"

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PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
EAST ELEVATION

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

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PROJECT No.:	23000
DATE:	06.06.24
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CHECKED BY:	JBK

SHEET
A-4.0



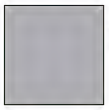
1 NORTH ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

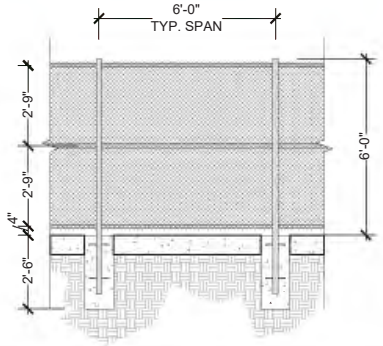


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
SCALE: 1/2 = 1'-0"

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PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
NORTH ELEVATION

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

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DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
A-4.1



1 WEST ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

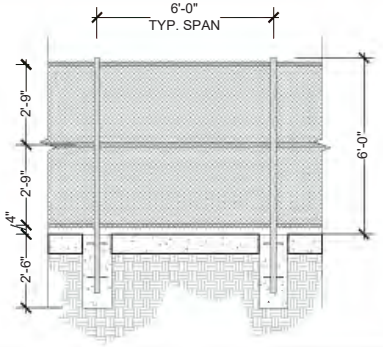


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
SCALE: 1/2 = 1'-0"

KA
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SEAL



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SHEET TITLE
WEST ELEVATION

REVISIONS

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SHEET

A-4.2



1 SOUTH ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

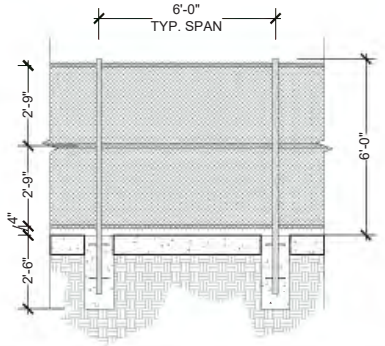


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
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WEST PARK, FL 33023

SHEET TITLE
SOUTH ELEVATION

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

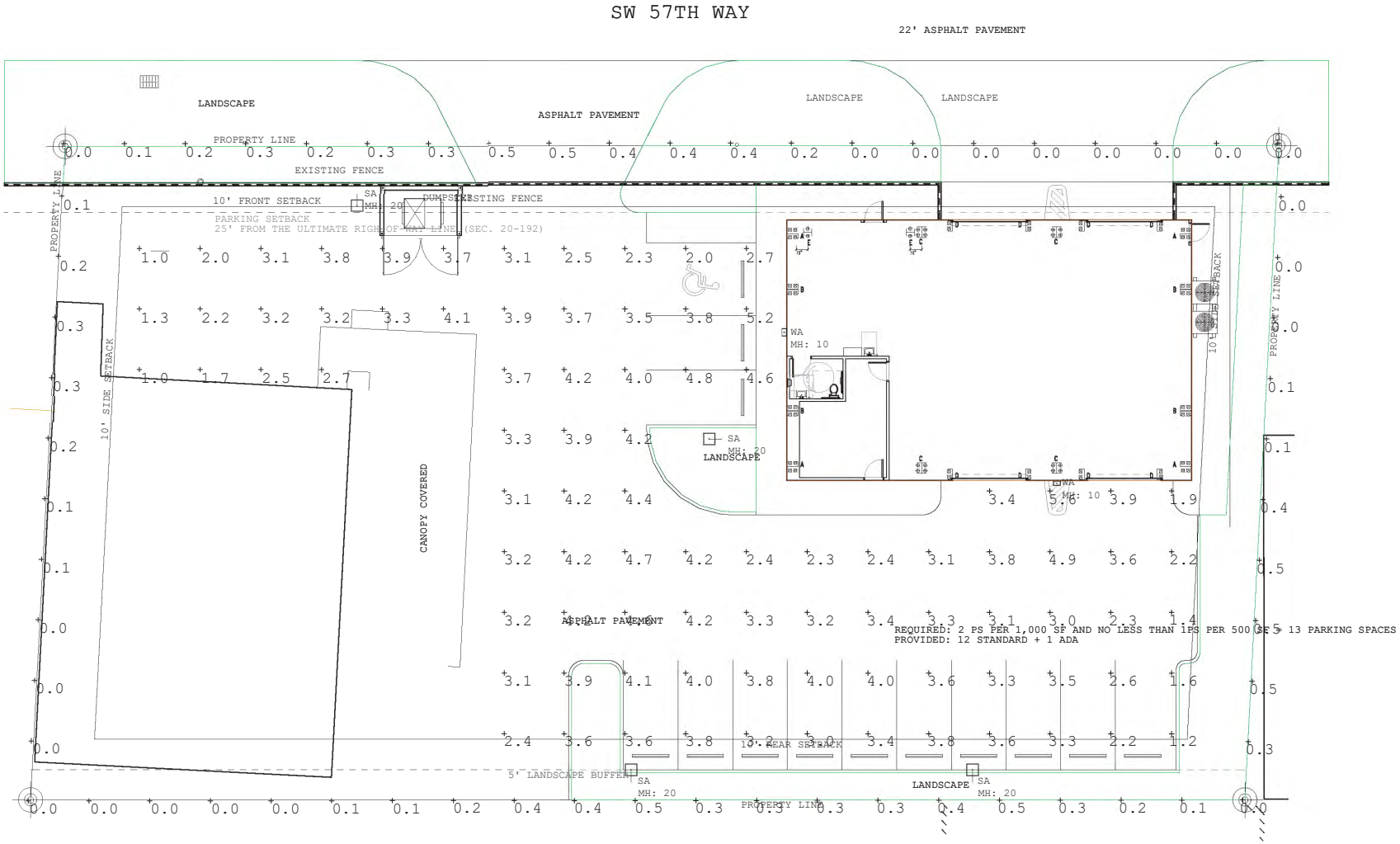
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SHEET

A-4.3



Luminaire Schedule								
Symbol	Qty	Label	Arrangement	Description	LLF	Luminaire Lumens	Luminaire Watts	Total Watts
	2	WA	Single	Xtra Light VNTW-3500L-40K-DIM-3M-BZ	0.900	3450	27.3	54.6
	4	SA	Single	Xtra Light VNTLEDS011004SNDIM420XXBZHOHS	0.900	9224	106	424

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Parking and Drive Lanes	Illuminance	Fc	3.30	5.6	1.0	3.30	5.60
Property Line	Illuminance	Fc	0.19	0.5	0.0	N.A.	N.A.

NORTH

1 PHOTOMETRIC PLAN
SCALE: 1/8" = 1'-0"

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PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
PHOTOMETRIC PLAN

REVISIONS
No. DATE DESCRIPTION

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CHECKED BY: JBK

SHEET
P-1

ATTACHMENT B

Meeting Noticing Certification Package

rdr miami | public hearing notification services
certified lists of property owners within a specific radius + radius maps + mailing labels + mailouts + notice of public hearing site posting
rdrmiami.com | diana@rdrmiami.com | 305.498.1614

October 18, 2024

City of West Park
Planning & Zoning Dept.
1965 South State Road 7
West Park, FL 33023

Re: Property owners within 300 feet of:
SUBJECT: 2405 SW 57 Way, West Park, FL 33023
FOLIO NUMBER: 5141 24 02 0690

If a property within the notification radius is declared to be a Condominium or Co-Op, only their Association requires notification.

This is to certify that the attached ownership list, map and mailing labels are a complete and accurate representation of the real estate property and property owners within 300 feet radius of the external boundaries of the subject property listed above. This reflects the most current records on file in the Property Appraisers' Office as of 10/17/2024.

I affirm the notices were mailed on 10/18/2024. In addition, a legal ad was placed on the Sun Sentinel to run on 10/21/2024.

Sincerely,

Diana B. Rio

Total number of property owners without repetition: **35 total, including 1 international**

Rio Development Resources, LLC ("RDR") has used its best efforts in collecting the information published in this report and the findings contained in the report are based solely and exclusively on information provided by you and information gathered from public records and that local government. By acceptance of this report, you agree to hold RDR harmless and indemnify RDR from any and all losses, damages, liabilities and expenses which can be claimed against RDR caused by or related to this report.

**** COURTESY NOTICE TO CURRENT PROPERTY OWNER – APPLICATION FOR SITE PLAN APPROVAL AND VARIANCES****

October 18, 2024
VIA US FIRST CLASS MAIL

To: Current property owner

Project address: 2405 SW 57 Way, West Park, FL 33023

Request for: Site Plan Approval and Variances

Petitioner: 2405 GUSCAR, LLC

Proposed use: Auto Paint and Body Shop

City Planning and Zoning Advisory Board Meeting: November 4, 2024 at 6:00 PM

City Commission Meeting: December 4, 2024 at 7:00 PM

Meeting Location: 1965 S State Rd 7, West Park, FL 33023

Complete Information Regarding the Application is Available by Contacting the City at: (954) 989-2688

NAME 1	NAME 2	ADDRESS	CITY	STATE	ZIP	COUNTRY
FRASMAR INC		7266 RIDGE DR	BURNABY BC	CA	V5A 1B5	CANADA
2022 THOMAS INC	% LAW OFFICE OF BEN PROTANO	121 S 61 TER #A1	HOLLYWOOD	FL	33023	USA
2350 WAREHOUSE LLC		2350 SW 57 WAY	WEST PARK	FL	33023	USA
2405 GUSCAR LLC		2405 SW 57 WAY	WEST PARK	FL	33023	USA
25TH STREET HOLDING CO INC	%JAMES MCHUGH	2492 SW 57 AVE	WEST PARK	FL	33023	USA
5712 STREET LLC		5282 SW 33 WAY	FORT LAUDERDALE	FL	33312	USA
58 STREET LLC		6022 SW 35 CT	WEST PARK	FL	33023	USA
ALAM, MOHAMMED	UDDIN, MOHAMMED	12345 NW 1 ST	PLANTATION	FL	33325	USA
AMK GLOBAL LLC		5741 SW 25 ST	WEST PARK	FL	33023	USA
AULT, LAWRENCE J &	AULT, FRANCES L	2311 SW 57 WAY	WEST PARK	FL	33023	USA
BAILEY, RADIKA I	BAILEY, ROLLEYN ANTHONY	5730 SW 25 ST	WEST PARK	FL	33023	USA
BUDGET LLC		2455 SW 57 WAY	WEST PARK	FL	33023	USA
COOPER CRANE HOLDINGS LLC		2301 SW 57 TER	WEST PARK	FL	33023	USA
DASU REAL ESTATE HOLDINGS LLC		452 VINSON MILL ROAD	MURFREESBORO	NC	27855	USA
ELLIS, GEORGE S		2316 SW 57 AVE	WEST PARK	FL	33023	USA
FW DEVELOPMENTS LLC		5000 PEMBROKE RD	HOLLYWOOD	FL	33021	USA
GOINS, CLAY J &	GOINS, DONNA S	5621 CASTLEGATE AVE	DAVIE	FL	33331	USA
HOLLYWOOD IRON WORKS INC		2313 SW 57 TER	WEST PARK	FL	33023	USA
INTERCHEM LLC		21394 MARINA COVE CIR #H-17	AVENTURA	FL	33180	USA
ISE PROPERTIES LLC		230-187 ST	SUNNY ISLES BEACH	FL	33160	USA
JAK RODRIGUEZ PROPERTIES LLC		2404 SW 58 AVE	WEST PARK	FL	33023	USA
KI TOV LLC		PO BOX 1516	HALLANDALE BEACH	FL	33008	USA
KLS LEASING LLC		2401 GULFSTREAM DR	MIRAMAR	FL	33023	USA
LOZADA TRUCKING INC		3031 NW 78 AVE	HOLLYWOOD	FL	33024	USA
LUCY MAE CHAPMAN REV TR		2888 NW 87 AVE	CORAL SPRINGS	FL	33065	USA
LUCY MAE CHAPMAN TR	CHAPMAN, DONNA TRSTEE	2888 NW 87 AVE	CORAL SPRINGS	FL	33065	USA
LVR TRUCKING LLC		2220 SW 57 AVE	WEST PARK	FL	33023	USA
MALLARD, CHRISTOPHER & LYNDA		2515 NW 159 TER	OPA LOCKA	FL	33054	USA
MIAMI GARDENS INC	DDCTD % CITY OF WEST PARK	1965 S STATE ROAD 7	WEST PARK	FL	33023	USA
OWENS, PHILIP & LINDA		3400 SW 116 AVE	DAVIE	FL	33330	USA
PEREZ, DANILO ANTONIO		5721 SW 25 ST	WEST PARK	FL	33023	USA
REINIG, MICHAEL &	REINIG, ELLEN	219 SW 21 TER	FORT LAUDERDALE	FL	33312	USA
TBB GARAGE LLC	% ATTN KENT M JANZON CFO	3025 COLLINS AVE	MIAMI BEACH	FL	33140	USA
UEG REAL ESTATE HOLDINGS LLC		1900 E SIERRA RANCH DR	DAVIE	FL	33324	USA
UJD 123 INC		1650 NE 134 ST	NORTH MIAMI	FL	33181	USA

FRASMAR INC
7266 RIDGE DR
BURNABY BC, CA V5A 1B5
CANADA

2022 THOMAS INC
% LAW OFFICE OF BEN PROTANO
121 S 61 TER #A1
HOLLYWOOD, FL 33023

2350 WAREHOUSE LLC
2350 SW 57 WAY
WEST PARK, FL 33023

2405 GUSCAR LLC
2405 SW 57 WAY
WEST PARK, FL 33023

25TH STREET HOLDING CO INC
%JAMES MCHUGH
2492 SW 57 AVE
WEST PARK, FL 33023

5712 STREET LLC
5282 SW 33 WAY
FORT LAUDERDALE, FL 33312

58 STREET LLC
6022 SW 35 CT
WEST PARK, FL 33023

ALAM, MOHAMMED
UDDIN, MOHAMMED
12345 NW 1 ST
PLANTATION, FL 33325

AMK GLOBAL LLC
5741 SW 25 ST
WEST PARK, FL 33023

AULT, LAWRENCE J &
AULT, FRANCES L
2311 SW 57 WAY
WEST PARK, FL 33023

BAILEY, RADIKA I
BAILEY, ROLLEYN ANTHONY
5730 SW 25 ST
WEST PARK, FL 33023

BUDGET LLC
2455 SW 57 WAY
WEST PARK, FL 33023

COOPER CRANE HOLDINGS LLC
2301 SW 57 TER
WEST PARK, FL 33023

DASU REAL ESTATE HOLDINGS LLC
452 VINSON MILL ROAD
MURFREESBORO, NC 27855

ELLIS, GEORGE S
2316 SW 57 AVE
WEST PARK, FL 33023

FW DEVELOPMENTS LLC
5000 PEMBROKE RD
HOLLYWOOD, FL 33021

GOINS, CLAY J &
GOINS, DONNA S
5621 CASTLEGATE AVE
DAVIE, FL 33331

HOLLYWOOD IRON WORKS INC
2313 SW 57 TER
WEST PARK, FL 33023

INTERCHEM LLC
21394 MARINA COVE CIR #H-17
AVENTURA, FL 33180

ISE PROPERTIES LLC
230-187 ST
SUNNY ISLES BEACH, FL 33160

JAK RODRIGUEZ PROPERTIES LLC
2404 SW 58 AVE
WEST PARK, FL 33023

KI TOV LLC
PO BOX 1516
HALLANDALE BEACH, FL 33008

KLS LEASING LLC
2401 GULFSTREAM DR
MIRAMAR, FL 33023

LOZADA TRUCKING INC
3031 NW 78 AVE
HOLLYWOOD, FL 33024

LUCY MAE CHAPMAN REV TR
2888 NW 87 AVE
CORAL SPRINGS, FL 33065

LUCY MAE CHAPMAN TR
CHAPMAN, DONNA TRSTEE
2888 NW 87 AVE
CORAL SPRINGS, FL 33065

LVR TRUCKING LLC
2220 SW 57 AVE
WEST PARK, FL 33023

MALLARD, CHRISTOPHER & LYNDA
2515 NW 159 TER
OPA LOCKA, FL 33054

MIAMI GARDENS INC
DDCTD % CITY OF WEST PARK
1965 S STATE ROAD 7
WEST PARK, FL 33023

OWENS, PHILIP & LINDA
3400 SW 116 AVE
DAVIE, FL 33330

PEREZ, DANILO ANTONIO
5721 SW 25 ST
WEST PARK, FL 33023

REINIG, MICHAEL &
REINIG, ELLEN
219 SW 21 TER
FORT LAUDERDALE, FL 33312

TBB GARAGE LLC
% ATTN KENT M JANZON CFO
3025 COLLINS AVE
MIAMI BEACH, FL 33140

UEG REAL ESTATE HOLDINGS LLC
1900 E SIERRA RANCH DR
DAVIE, FL 33324

UJD 123 INC
1650 NE 134 ST
NORTH MIAMI, FL 33181

Affidavit – Affidavits:
Publication: Affidavit
Section: Affidavits
AdSize: 1 Column
Lines: 0
Run Date(s): Monday, October 21, 2024
Color: No

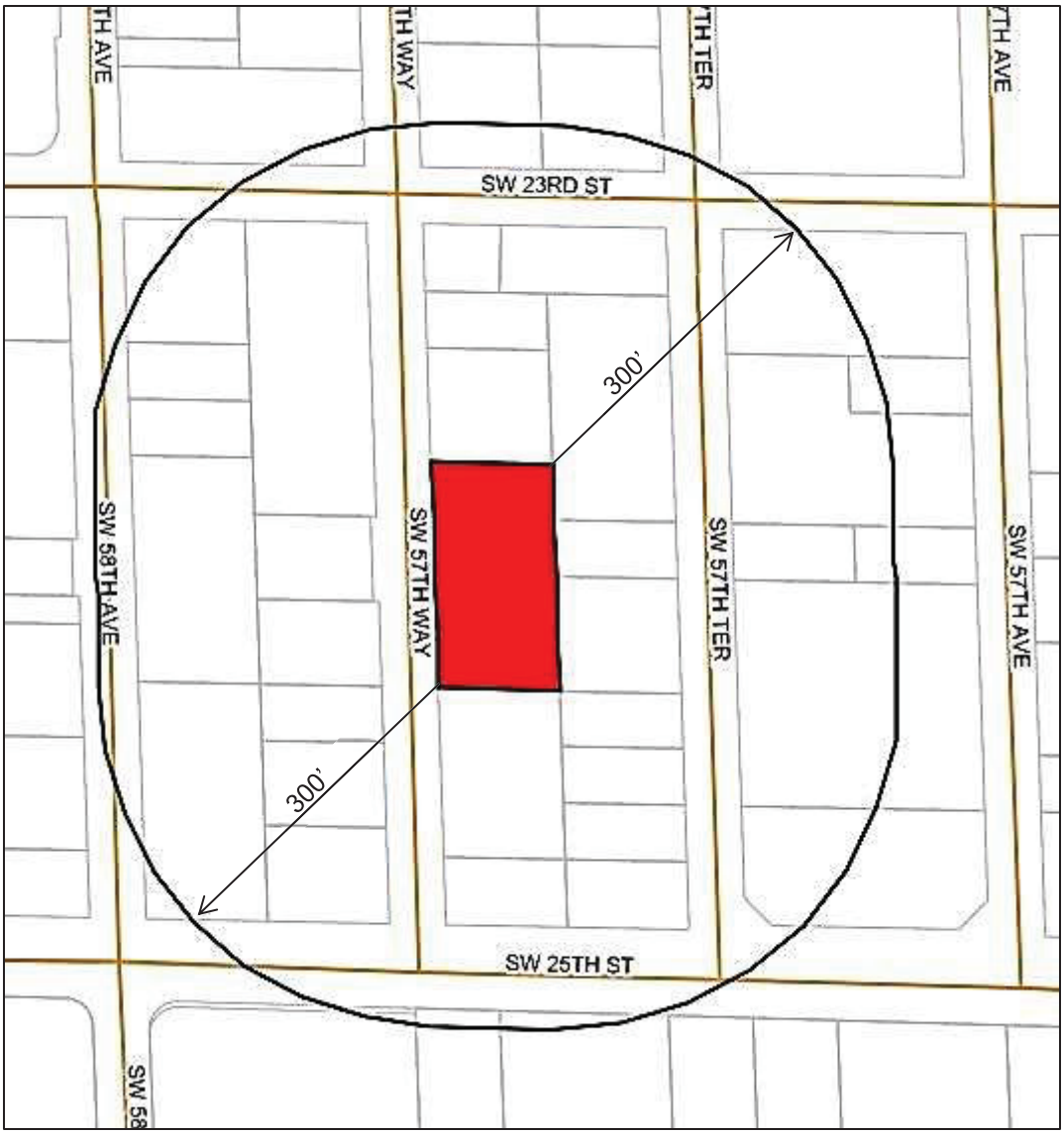
Preview:

PUBLIC HEARING NOTICE SITE PLAN APPROVAL AND VARIANCES

You are hereby notified of a Public Hearing before the Planning & Zoning Advisory Board of the City of West Park on November 4, 2024 at 6:00 PM and City Commission Meeting on December 4, 2024 at 7:00 PM, or as soon as can be heard thereafter, at the West Park City Hall, 1965 S. State Road 7, West Park, Florida 33023, to consider a request of petitioner, to wit:
PETITIONER: 2405 GUSCAR, LLC
REQUEST FOR: Site Plan Approval and Variances
PROJECT ADDRESS: 2405 SW 57 Way, West Park, FL 33023
PROPOSED USE: Auto Paint and Body Shop
Complete information regarding the application is available by contacting the Planning and Zoning Department staff for the City of West Park, at (954) 989-2688. Any person with a disability requiring auxiliary aids and services for this meeting may call the City Clerk's office at (954) 989-2688 with their request at least two business days prior to the meeting date.

rdr miami | public hearing notification services
certified lists of property owners within a specific radius + radius maps + mailing labels + mailouts + notice of public hearing site posting
rdrmiami.com | diana@rdrmiami.com | 305.498.1614

300' RADIUS MAP (N.T.S.)



SUBJECT: 2405 SW 57 Way, West Park, FL 33023
FOLIO NUMBER: 5141 24 02 0690


2405 SW 57 WAY
WEST PARK, FL 33023
REQUEST FOR: SITE PLAN APPROVAL & VARIANCES
PETITIONER: 2405 GUSCAR, LLC
PROPOSED USE: AUTO PAINT AND BODY SHOP
PLANNING & ZONING ADVISORY BOARD MEETING:
NOVEMBER 04, 2024 AT 6:00 PM
CITY COMMISSION MEETING:
DECEMBER 04, 2024 AT 7:00 PM
COMPLETE INFORMATION REGARDING THE APPLICATION IS AVAILABLE BY CONTACTING THE CITY AT 954-989-2688
Fax


Auto Stat
hop Inc.
ASE CERTIFIED
Gustavo
305-300-1625
954-6 -5951
Javier
754-244-4863
2405 SW Way. West Park, FL 33023

DRESS:

WAY

FL 33023

OR: SITE PLAN APPROVA

: 2405 GUSCAR, LLC

USE: AUTO PAINT AND

ZONING ADVISORY BO

EMBER 04, **2024 AT 6:**

TY COMMISSION MEET

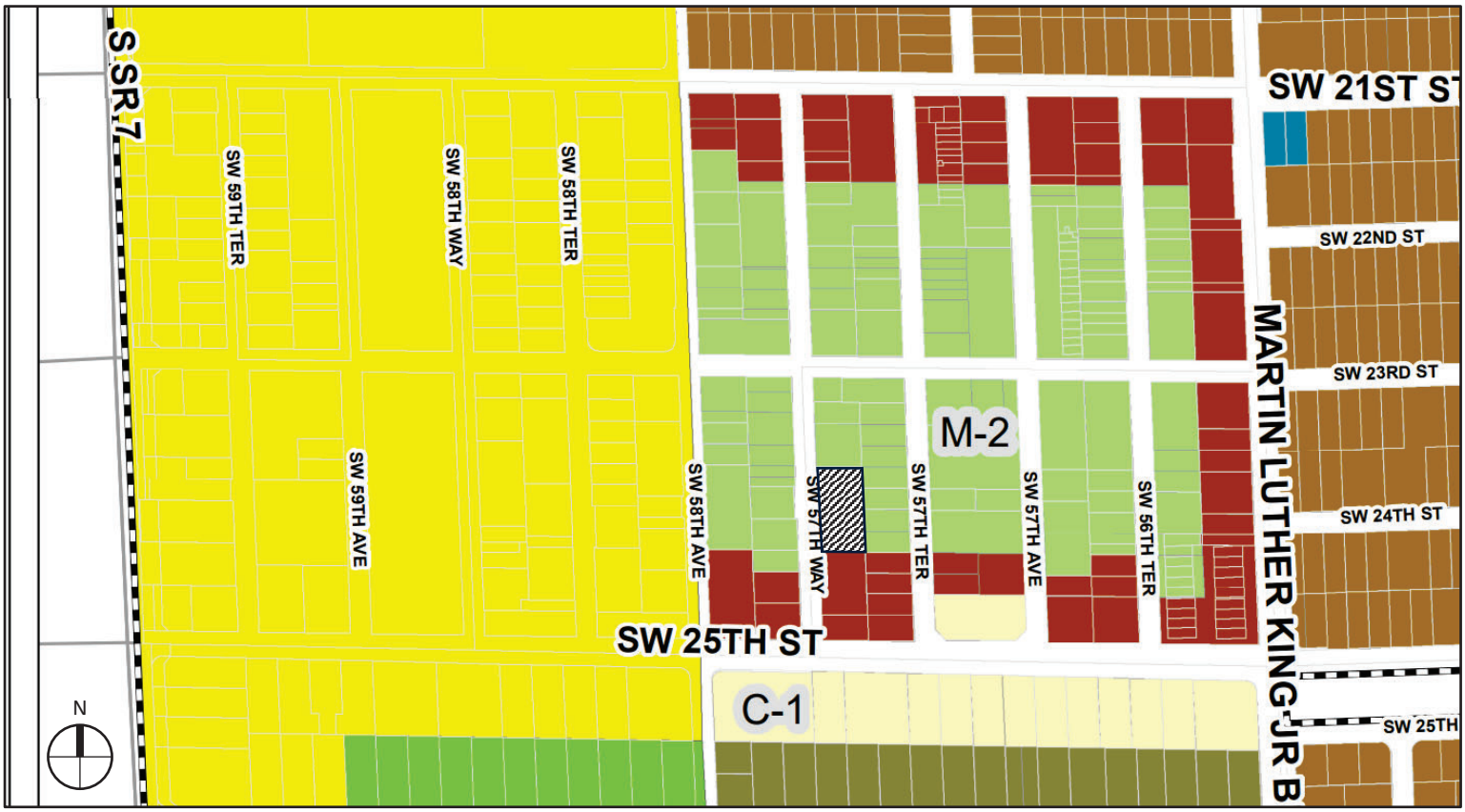
EMBER 04, **2024 AT 7**

TE INFORMATION REGA

ATTACHMENT C

Zoning Map

The City of West Park
Zoning Map



Legend

- City Boundary
- Twin Lakes
- COMMERCIAL WAREHOUSE DISTRICT
- COMMUNITY FACILITIES
- DUPLEX DISTRICT
- GENERAL COMMERCIAL BUSINESS DISTRICT
- GENERAL MANUFACTURING AND INDUSTRIAL DISTRICT
- INSTITUTIONAL AND EDUCATIONAL DISTRICT
- INTENSE COMMERCIAL BUSINESS DISTRICT
- LIMITED COMMERCIAL BUSINESS DISTRICT
- LIMITED MANUFACTURING AND INDUSTRIAL DISTRICT
- MOTEL DISTRICT
- MULTIPLE DWELLINGS/APTS DISTRICT
- OPEN SPACE AND PUBLIC RECREATION DISTRICT
- PARKING DISTRICT (DUPLEX AREA)
- ROW HOME DISTRICT
- SINGLE FAMILY AND OFFICE DISTRICT
- SINGLE FAMILY DETACHED (MED DENSITY)
- SINGLE FAMILY DETACHED (MED/HIGH DENSITY)
- SINGLE FAMILY DWELLING (6000SQFT LOT)
- SINGLE FAMILY DWELLING (7500SQFT LOT)
- TWO FAMILY DWELLING
- TOC
- TOC - 1
- TOC - 2
- TOC - 3

SUBJECT SITE

RESOLUTION NO. 2024-110

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CONSIDERING AN APPLICATION FOR SITE PLAN APPROVAL PURSUANT TO CHAPTER 20, ARTICLE IV OF THE CITY'S CODE OF ORDINANCES ENTITLED "SITE PLAN PROCEDURE AND REQUIREMENTS", REQUESTING THE CITY TO CONSIDER SITE PLAN APPROVAL PURSUANT TO SECTION 20-166 OF THE CITY'S CODE OF ORDINANCES FOR PROPERTY LOCATED AT 2405 SW 57 WAY, WEST PARK, FLORIDA; PROVIDING FOR AN EFFECTIVE

WHEREAS, the applicant, Carlos Javier Vianoly**,** is seeking site plan approval pursuant to Section 20-166 of the City of West Park's ("City") Code of Ordinances regarding submission of an application for site plan approval for a property located at 2405 SW 57 Way (Folio #5141-24-02-0690) is within the city limits; and

WHEREAS, specifically, the Applicant, Carlos Javier Vianoly for the establishment Auto State Body Shop, is requesting site plan approval to construct a one story, commercial building, to expand the existing automobile body shop use currently onsite at 2405 SW 57th Way; and

WHEREAS, the proposed site plan contains petitions for variance approvals pursuant to the City of West Park Code of Ordinances Sections 20-197 and 42-571; and

WHEREAS, City's Planning and Zoning staff have reviewed the application for site plan approval and have reviewed accompanying conditions and recommends approval; and

WHEREAS, notice requirements for consideration of the site approval application have been complied with in all respects prior to approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Application for Site Plan Approval. The City Commission of the City of West Park hereby determines that the Application for Site Plan Approval requesting that the City consider a site plan application pursuant to Section 20-166 of the City's Code of Ordinances regarding property located at 2405 SW 57 (Folio #5141-24-02-0690),

West Park, Florida**, is/is not** in substantial compliance with the requirements of Chapter 20, Article IV of the City's Code of Ordinances, the City's zoning code and the City's Land Development Regulations and is **approved/denied** subject to the following conditions:

Conditions of Approval:

1. Parking spaces shall be permanently stripped and seal coated, including ingress and egress marking in accordance with the City code.

2. Egress area adjacent to proposed building shall be striped to indicate parking is not permitted. This shall be reflected on plans at the time of Building Permit Application.

3. Parking of vehicles in drive aisle and unmarked areas, swales, and other right-of-way areas is not permitted with this approval. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

4. The site shall provide sufficient permanently marked loading and unloading area in accordance with the code.

5. The dumpster enclosure shall be provided in accordance with the City code.

6. The final grading and drainage site design shall be submitted at the time of Building Permit application and in accordance with Broward County Surface Water Management Requirements. Plans shall ensure the site is in compliance with all on-site storm water mitigation and drainage requirement and all drainage will be contained within the site and not drain to the street.

7. A Storm Water Pollution Prevention Plan (SWPPP) will be required for construction projects that disturb more than 1 acre of developed or undeveloped land. The owner/contractor, where applicable, shall implement and strictly adhere to all necessary Best Management Practices (BMPs) in accordance with N.P.D.E.S. requirements.

8. Ensure all Fire Department requirements for body repair and paint are met during the time of Building Permit.

9. Containers shall not be permitted. Any existing container(s) shall be removed prior to the issuance of Certificate of Occupancy. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

10. Canopies shall not be permitted. Any existing canopy(s) shall be removed prior to the issuance of Certificate of Occupancy. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

11. Landscaped areas must be maintained at all times during business operation. Ensure landscape buffer is in good condition and in a manner which provides adequate screening.

12. Banner and pennant signs shall be prohibited. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

13. Flags shall be prohibited unless on a flagpole. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

14. All signs on the property shall comply with the code. An application for a sign permit shall be submitted for approval.

15. Prior to the issuance of a certificate of occupancy, the property owner shall record this adopted list of conditions at the Broward County Records, Taxes and Treasury Division (RTT).

16. All outstanding fees/fines, to include Code Enforcement; fire fees; storm water fees; solid waste fees; business tax receipt fees and permit fees shall be paid/settled before any building permit or certificate of use or business tax receipt is issued on the property, if any exist.

Section 3. Effective Date. This Resolution shall be effective immediately upon its adoption.

PASSED and **ADOPTED** this 4th day of December 2024.

_____

Felicia M. Brunson, Mayor

ATTEST:

_____
Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, P.A.,
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Eveillard	_____ (Yes)	_____ (No)
Commissioner B. Smith	_____ (Yes)	_____ (No)
Commissioner Touchstone	_____ (Yes)	_____ (No)
Vice-Mayor J. Smith	_____ (Yes)	_____ (No)
Mayor Brunson	_____ (Yes)	_____ (No)

CITY OF WEST PARK
MEMORANDUM

Agenda Item #: 12-3

To: Planning and Zoning Advisory Board **Date:** December 4, 2024

Via: Ajibola Balogun, City Manager

From: Leslie A. Del Monte, Planning and Zoning Director

Re: **Carlos Javier Vianoly for Auto State Body Shop, 2405 SW 57 Way**
Site Plan Approval Request

REQUEST

The applicant requests site plan approval to construct an approximately 2,900 square foot one story, commercial building, to expand the existing automobile body shop use currently onsite. At 0.5 net acres, the subject site is located 2405 SW 57th Way, within the M-2 General Manufacturing and Industrial zoning district. The site includes an existing one-story service building of approximately 3,145 square feet and associated parking. The proposed building consists of two drive-through service bays, office space, and a restroom. As part of the scope, the applicant is also proposing significant site improvements, including improved parking layout and circulation, and landscape. With these improvements, the applicant is significantly reducing the degree of non-conformities existing on site and bringing the property much closer to compliance.

As proposed, the project requires two variances, to reduce the required landscape buffer from 10 feet to allow for 5 (north) feet; and to reduce the required pervious area from 25 percent to allow for 13 percent. The variance requests have been submitted as companion items to this application.

The attached item site plan approval request was reviewed by the City's Planning & Zoning Advisory Board during their November 4, 2024 meeting and was unanimously recommended for approval. The attached planning item, including the application, site plan, and supporting documents and drawings is submitted to the City Commission for consideration (Attachment A).

APPLICATION SUMMARY SITE PLAN APPROVAL

Applicant/Representative:	Carlos Javier Vianoly
Location:	2405 SW 57 Way
Folio Number:	5141-24-02-0690

Site Total Acreage/Sq. Ft:	21,572 Net SF (0.49 ACRES)
Future Land Use Designation:	Industrial
Existing Zoning	M-2 General Manufacturing and Industrial District
Site Condition:	Existing Auto Body Repair

SITE PLAN REVIEW

The application for the site plan review is located in the M-2 General Manufacturing and Industrial District zoning category. The applicable development regulations are pursuant to Article V, Division 5 and other supplemental articles of the Code of Ordinances.

Development Standards

Standard for TOC Zoning	**Required/Permitted**	**Provided**	**Requirement Met Y/N**
Parking Spaces	3 space/1,000 SF	13 spaces, including 1 ADA space	Yes
Maximum Building Height	65 feet maximum	19 feet	Yes
Front Setback	10 feet	12 feet	Yes
Rear Setback	10 feet	4 feet (for existing building)	Yes
Side Setback (South)	10 feet	0 feet (for existing building)	Yes
Side Setback (North)	10 feet	11 feet	Yes
Landscape Buffer when located next to residential	10 feet	5 feet	No
Lot Coverage	35% maximum	28%	Yes
Pervious Area	25% minimum	13%	No

RECOMMENDATION

The Planning Director recommends **approval** of the **Site Plan**, subject to the following conditions:

Conditions of Approval:

1. Parking spaces shall be permanently stripped and seal coated, including ingress and egress marking in accordance with the City code.

2. Egress area adjacent to proposed building shall be striped to indicate parking is not permitted. This shall be reflected on plans at the time of Building Permit Application.

3. Parking of vehicles in drive aisle and unmarked areas, swales, and other right-of-way areas is not permitted with this approval. Violation of this condition shall result in a penalty including and not limited to $500.00 per incident or revocation of Business Tax Receipt/License.

4. The site shall provide sufficient permanently marked loading and unloading area in accordance with the code.

5. The dumpster enclosure shall be provided in accordance with the City code.

6. The final grading and drainage site design shall be submitted at the time of Building Permit application and in accordance with Broward County Surface Water Management Requirements. Plans shall ensure the site is in compliance with all on-site storm water mitigation and drainage requirement and all drainage will be contained within the site and not drain to the street.

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ATTACHMENTS

Attachment A: Application Package
Attachment B: Meeting Noticing Certification Package
Attachment C: Zoning Map

ATTACHMENT A

Application Package

CITY OF WEST PARK

SITE PLAN APPLICATION

A complete submittal includes all items on the "Site Plan Submission Requirements" document as well as completing this application in full. The owner/agent certification must be signed and notarized with the appropriate supplemental documentation attached. Please print legibly in ink or type on this application form.

PROJECT INFORMATION

PROJECT NAME 2405 SW 57 way

OWNERS NAME Carlos Javier Vianoly

PHONE/FAX 7542444863

AGENT'S NAME Joseph B. Keller

ADDRESS 2417 Hollywood BLVD, Hollywood, FL 33020

PHONE/FAX 954 920 5746

LOCATION _____ PLAT NAME (Book and Page) _____

SEC/TW/RANGE Sec. 24 AREA _____

EXISTING LAND USE Industrial EXISTING ZONING M-2

PRESENT USE OF SITE Industrial - Body shop

PROPOSED USE (include type use w/sf or # units) Industrial - Body shop / 6,107 SF

Does the use proposed for this site plan require a special exception? YES____ NO X

ZONING STANDARDS	Required	Provided
Plot size	21,572 SF	
Setbacks (F/R/S	F=10'-0" / R=10'-0" / S=10'-0"	F= 12'-2" / R/= 3'-9" (existing) S = 11'-5" and 0'-0" (existing)
Lot coverage	35% - 7,550 SF	28.3% - 6,107 SF
Open Space	20% - 4,315 SF	13% - 2,597 SF (variance req.)
Height	Max. 65 feet	19'-10" (one story)

INTERNAL USE ONLY

Date Submitted_____ Project Number _____

Report completed_____ City Commission Date _____

Comments:_____

CITY OF WEST PARK

SITE PLAN APPLICATION

OWNER CERTIFICATION

This is to certify that I am the owner of the property described in this application and that all information supplied herein is true and correct to the best of my knowledge. By signing this application I so hereby authorize the undersigned to serve as agent for this project. The agent is authorized by me to agree to any and all binding conditions throughout the review of the site plan. I do hereby agree to be bound by any and all conditions, or amendments required by the final development plan and approving resolution.

Signature of owner: _____

State of Florida
County of Broward

Subscribed and sworn before me on. MARCH 18 2024 by JAVIER VINOLY

Personally known
Produced identification

Signature of Notary Public

NATALIA NIEVES CHACON
MY COMMISSION # HH 263665
EXPIRES May 11, 2026

(Affix Stamp)

Signature of agent: Joseph B Kaller

State of Florida County
of Broward

Subscribed and sworn before me on March 27, 2024 by Joseph B. Kaller

✓ Personally known
Produced identification

Signature of Notary Public

LAURIE YODER
Notary Public - State of Florida
Commission # HH 2698
My Comm. Expires May 12, 2024
Bonded through National Notary Assn.

(Affix Stamp)

2405 SW 57TH WAY

WEST PARK, FL 33023



DRAWING INDEX

ARCHITECTURE

A-0.0	COVER
R-1	RENDERING 1
R-2	RENDERING 2
R-3	RENDERING 3
A-1.0	SITE DATA
A-1.1	CONTEXT PLAN
A-1.2	OPEN AREA CALCULATION
A-2.0	SITE PLAN
A-3.0	GROUND LEVEL
A-4.0	EAST BUILDING ELEVATION
A-4.1	NORTH BUILDING ELEVATION
A-4.2	WEST BUILDING ELEVATION
A-4.3	SOUTH BUILDING ELEVATION
P-1	PHOTOMETRIC PLAN

ARCHITECT

JOSEPH B. KALLER AND ASSOCIATES, P.A
CONTACT: Mr. JOSEPH B. KALLER
ADDRESS: 2417 HOLLYWOOD BLVD.
HOLLYWOOD, FL 33020
PHONE: (954)-920-5746
FAX: (954)-926-2841
EMAIL: joseph@kallerarchitects.com

OWNER

GUSCAR LLC
2405 SW 57 WAY
WEST PARK, FLORIDA 33023

LANDSCAPE

THOMAS WHITE
ADDRESS: 2600 NE 27th AVE.
FORT LAUDERDALE, FL 33306
PHONE: (954)-253-2265
EMAIL: tcawhite@bellsouth.net

CIVIL

ZEPHYR ENGINEERING
CONTACT: WILFORD ZEPHYR
ADDRESS: 5451 PIERCE ST.
HOLLYWOOD, FL 33021
PHONE: (786)-302-7693
EMAIL: wzephyreng@gmail.com

KallerArchitecture
AA# 26001212
2417 Hollywood Blvd.
Hollywood Florida 33020
954.920.5746
joseph@kallerarchitects.com
www.kallerarchitects.com

SEAL

STATE OF FLORIDA · JOSEPH B. KALLER · R.A. 0009239 · REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
COVER

REVISIONS

No.	DATE	DESCRIPTION

This drawing, as an instrument of service, is and shall remain the property of the Architect and shall not be reproduced, published or used in any way without the permission of the Architect.

SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-0.0



1 RENDERING
N.T.S.

KellerArchitecture
AA# 26001212
2417 Hollywood Blvd.
Hollywood Florida 33020
954.920.5746
joseph@kallerarchitects.com
www.kallerarchitects.com

SEAL

STATE OF FLORIDA
JOSEPH B. KALLER
REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
RENDERING

REVISIONS

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-	-	-

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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
R-1



1 RENDERING
N.T.S.

KallerArchitecture
AA# 26001212
2417 Hollywood Blvd.
Hollywood Florida 33020
954.920.5746
joseph@kallerarchitects.com
www.kallerarchitects.com

SEAL

STATE OF FLORIDA
JOSEPH B. KALLER
REGISTERED ARCHITECT

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2405 SW 57TH WAY
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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
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CHECKED BY:	JBK

SHEET
R-2



1 RENDERING
N.T.S.

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954.920.5746
joseph@kallerarchitects.com
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SEAL

STATE OF FLORIDA
JOSEPH B. KALLER
REGISTERED ARCHITECT

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PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
RENDERING

REVISIONS

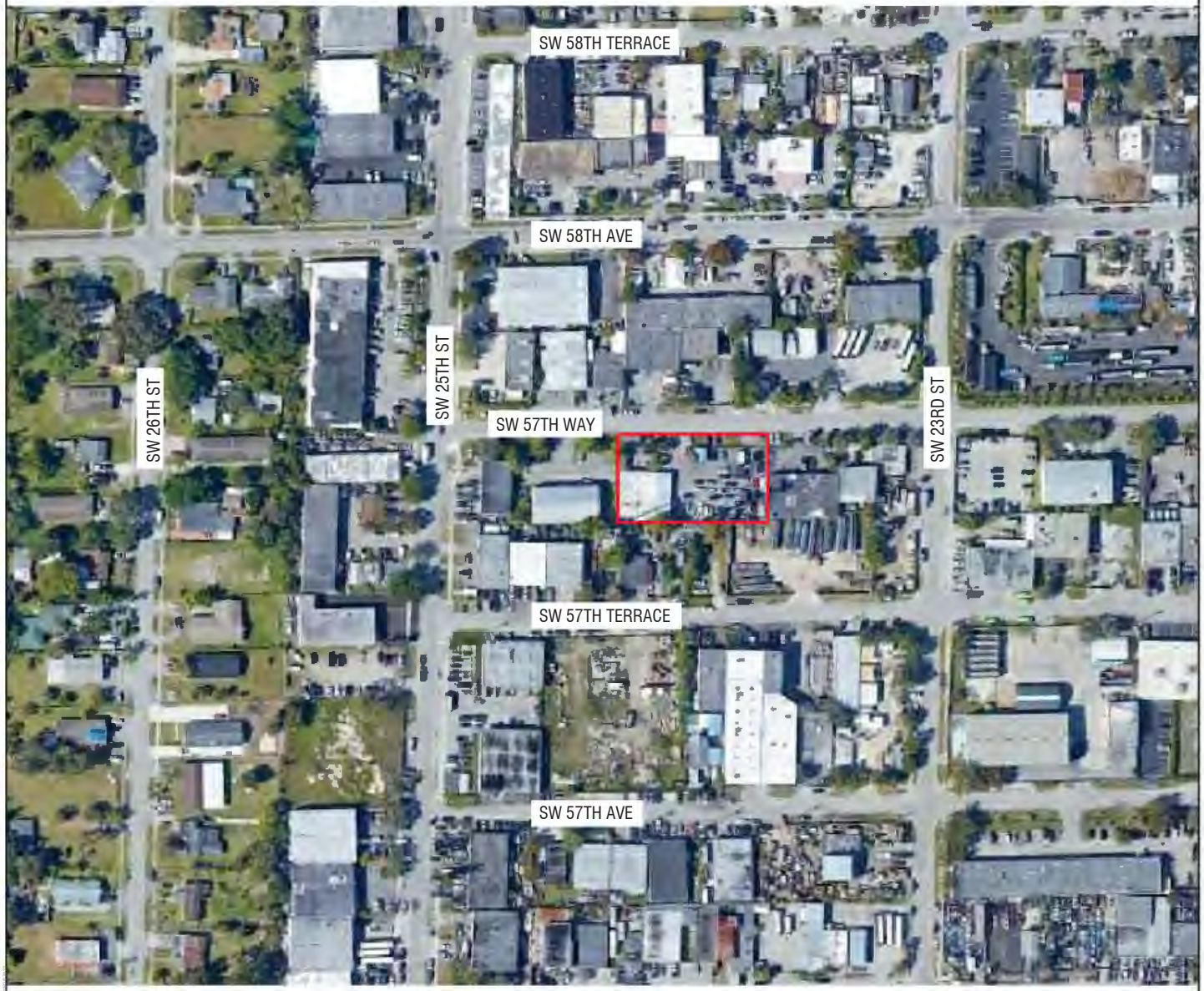
No.	DATE	DESCRIPTION
-	-	-

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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
R-3



1 LOCATION
N.T.S.

PROPERTY ADDRESS	2405 SW 57TH WAY WEST PARK, FL 33023
FOLIO	# 5141-24-02-0690
LEGAL DESCRIPTION	LOTS 5, 6, 7 AND 8 IN BLOCK 14, OF STURDEVANT'S SECOND ADDITION TO WEST HOLLYWOOD.

SITE INFORMATION	EXISTING	PROPOSED
ZONING:	M-2	M-2
SUB-DISTRICT:	N/A	N/A
BUILDING USE:	AUTO PAINT BODY SHOP	AUTO PAINT BODY SHOP
LAND USE DESIGNATION:	INDUSTRIAL	N/A
COUNTY USE DESIGNATION:	INDUSTRIAL	N/A
NET LOT AREA:	21,572 SF (0.49 ACRES)	N/A

BUILDING INTENSITY	ALLOWED	PROVIDED
BUILDING FOOT PRINT	35% (7,550 SF)	EXISTING BUILDING: 3,145 SF NEW PROPOSED BUILDING: 2,872 SF TOTAL FOOTPRINT: 6,017 SF (27.89% NET LOT AREA)
BUILDING HEIGHT	65 FEET	19'-10" (ONE STORY)
ALLOWABLE ELEVATOR & STAIR HEIGHT ENCROACHMENT (25%)		

BUILDING INFORMATION	EXISTING	PROVIDED
TYPE OF CONSTRUCTION	TBD	TBD
SPRINKLER (REQUIRED)	TBD	TBD
FIRE ALARM (REQUIRED)	TBD	TBD

PARKING CALCULATION:	REQUIRED	PROVIDED
PER SEC. 42-612 MIN. REQUIRED: 1 PARKING SPACE PER EACH 600 SF = 10 PARKING SPACES MIN. 3 PARKING SPACES PER SERVICE BAY - TOTAL SERVICE BAYS = 4 // 4 X 3 = 12 PARKING SPACES		
STANDARD SPACE:	11	12
HANDICAPPED SPACE	1	1
TOTAL	= 12 SPACES	= 13 SPACES

SETBACKS:	REQUIRED	PROVIDED
(a) FRONTAGE	10'-0"	12'-2"
(b) SIDE INTERIOR (NORTH)	10'-0"	11'-0"
(c) SIDE INTERIOR (SOUTH)	10'-0"	0'-0" (EXISTING BUILDING)
(d) REAR	10'-0"	3'-9" (EXISTING BUILDING)

LANDSCAPE	REQUIRED	PROVIDED
IMPERVIOUS AREA PARKING, SIDEWALKS & DRIVES	80% (17,257 SF)	18,975 S.F. (87%)
PERVIOUS AREA	20% (4,315 SF)	2,597 S.F. (13%) • VARIANCE REQUESTED
	100% (21,572 SF)	
LANDSCAPE BUFFER AREA (REAR)	10 FEET	5 FEET • VARIANCE REQUESTED

GROSS BUILDING AREA:

	INTERIOR
EXISTING BUILDING FIRST FLOOR	3,145 SF
NEW PROP. BUILDING FIRST FLOOR	2,872 SF
TOTAL	6,017 SF

3 SITE DATA
N.T.S.

KallerArchitecture
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Hollywood Florida 33020
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joseph@kallerarchitects.com
www.kallerarchitects.com

SEAL
STATE OF FLORIDA · JOSEPH B. KALLER · R.A. 0009239 · REGISTERED ARCHITECT
JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
SITE DATA

REVISIONS
No. DATE DESCRIPTION

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SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-1.0



1 LOCATION
N.T.S.

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REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
CONTEXT PLAN

REVISIONS
No. DATE DESCRIPTION

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SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-1.1



1 OPEN AREA CALCULATION
SCALE: 1/8" = 1'-0"

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R.A. 0009239
REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
OPEN AREA CALCULATION

REVISIONS

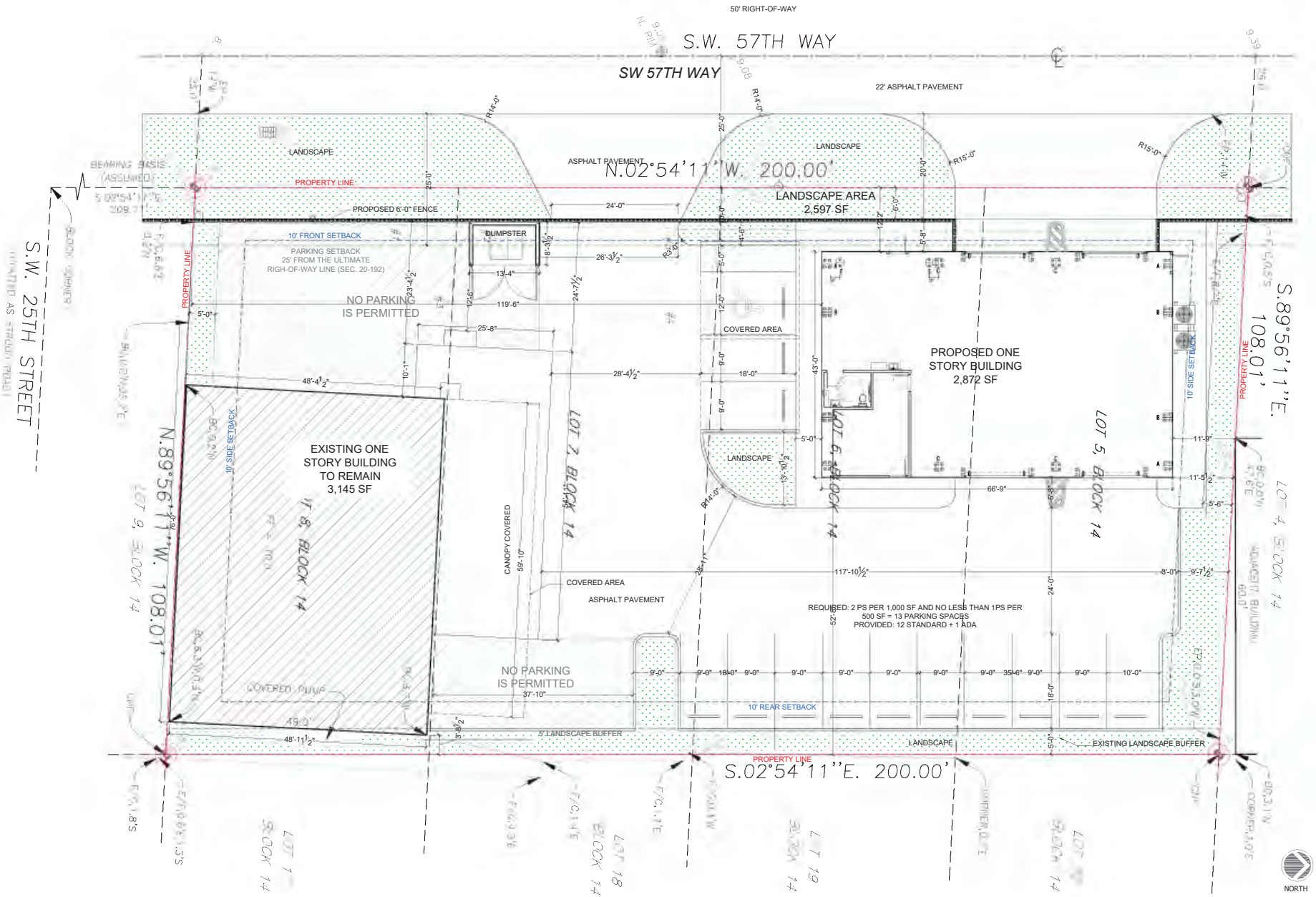
No.	DATE	DESCRIPTION
-	-	-

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SCHEMATIC DESIGN

PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
A-1.2



1 SITE PLAN
SCALE: 1/8" = 1'-0"

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REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
SITE PLAN

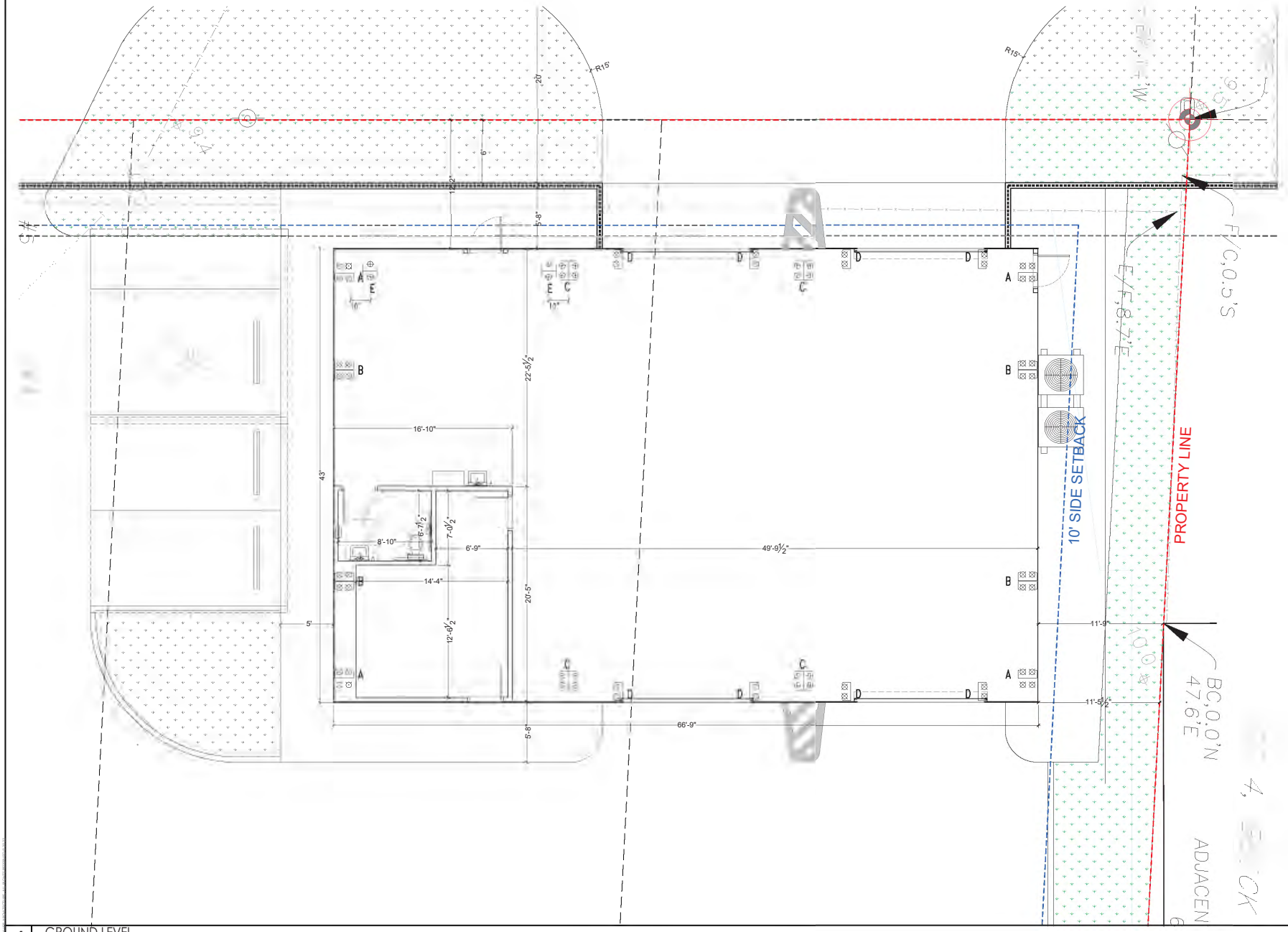
REVISIONS
No. DATE DESCRIPTION

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SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-2.0



1 GROUND LEVEL
SCALE: 1/4" = 1'-0"

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JOSEPH B. KALLER
REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
GROUND LEVEL

REVISIONS
No. DATE DESCRIPTION

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SCHEMATIC DESIGN

PROJECT No.: 23000
DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
A-3.0



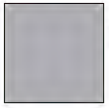
1 EAST ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

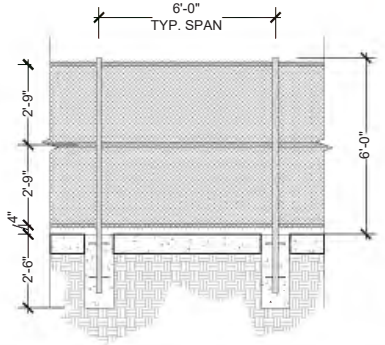


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
SCALE: 1/2 = 1'-0"

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FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
EAST ELEVATION

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

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PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
A-4.0



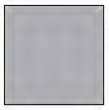
1 NORTH ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

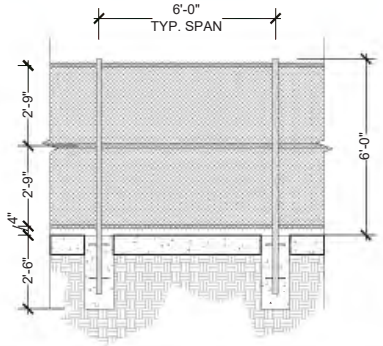


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
SCALE: 1/2 = 1'-0"

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PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
NORTH ELEVATION

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

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PROJECT No.:	23000
DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET
A-4.1



1 WEST ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

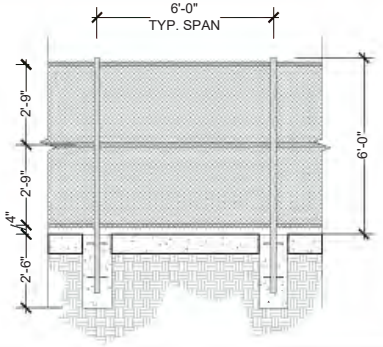


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
SCALE: 1/2 = 1'-0"

KA
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SEAL



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PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
WEST ELEVATION

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

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DATE:	06.06.24
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CHECKED BY:	JBK

SHEET

A-4.2



1 SOUTH ELEVATION
1/8" = 1'-0"



A
GALVALUME PLUS
COLOR: GRAY OR SIMILAR.



B
ROLL-UP DOOR
COLOR: DARK GRAY OR SIMILAR.

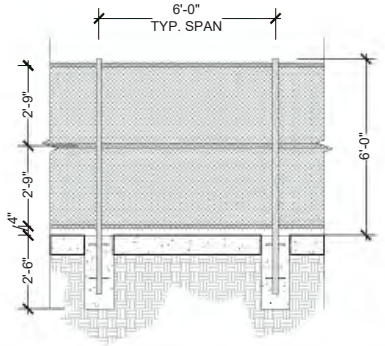


C
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: GRAY OR SIMILAR



D
EXISTING MATERIAL
WORM/PUTZ FINISH STUCCO
COLOR: RED OR SIMILAR

2 MATERIAL LEGEND
N.T.S.



3 FENCE DETAIL • PER SEC. 42-425 CITY CODE
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PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
SOUTH ELEVATION

REVISIONS

No.	DATE	DESCRIPTION
-	-	-

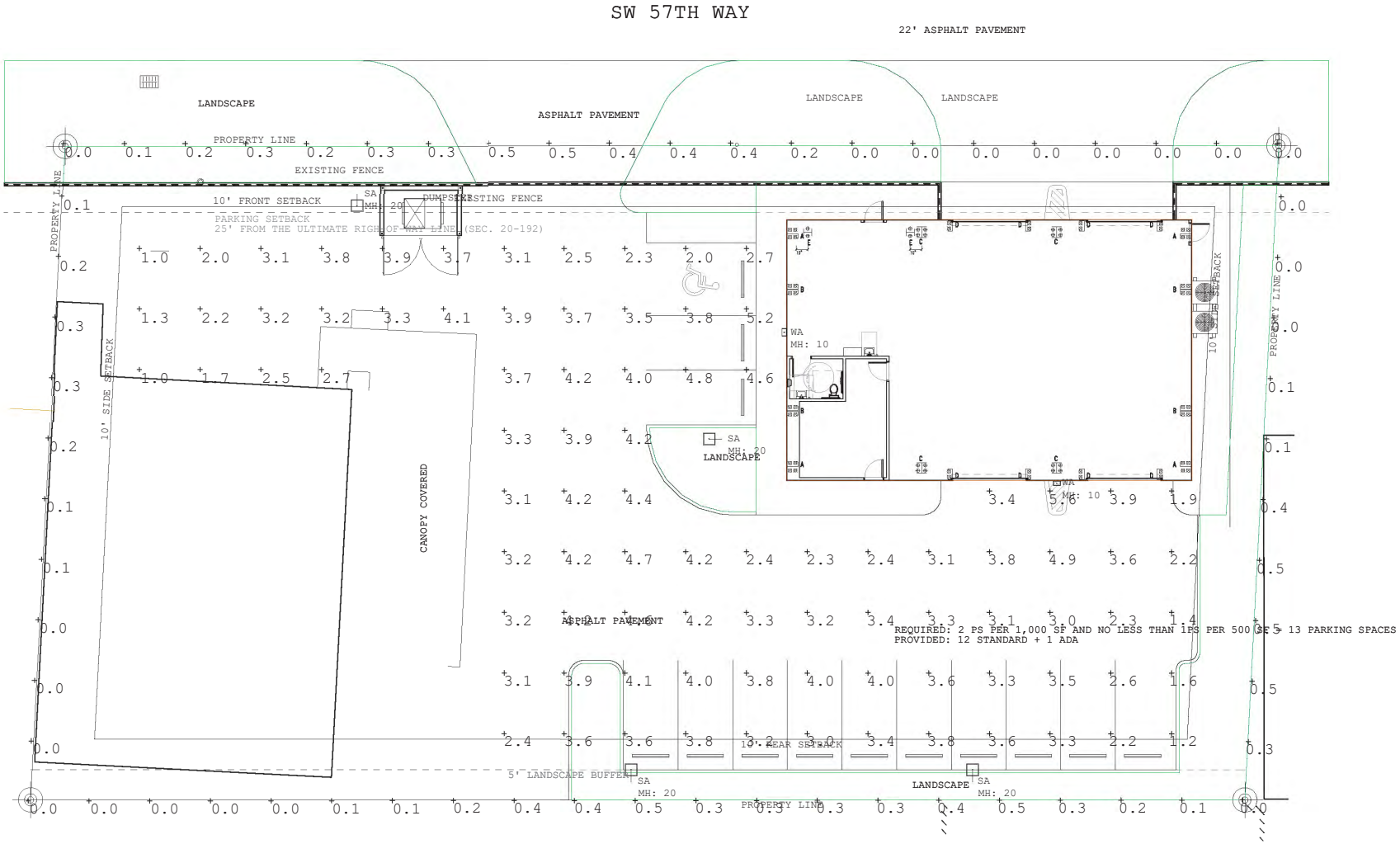
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DATE:	06.06.24
DRAWN BY:	J. DIAZ
CHECKED BY:	JBK

SHEET

A-4.3



Luminaire Schedule								
Symbol	Qty	Label	Arrangement	Description	LLF	Luminaire Lumens	Luminaire Watts	Total Watts
	2	WA	Single	Xtra Light VNTW-3500L-40K-DIM-3M-BZ	0.900	3450	27.3	54.6
	4	SA	Single	Xtra Light VNTLEDS011004SNDIM420XXBZHOHS	0.900	9224	106	424

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Parking and Drive Lanes	Illuminance	Fc	3.30	5.6	1.0	3.30	5.60
Property Line	Illuminance	Fc	0.19	0.5	0.0	N.A.	N.A.

NORTH

1 PHOTOMETRIC PLAN
SCALE: 1/8" = 1'-0"

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SEAL

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JOSEPH B. KALLER
REGISTERED ARCHITECT

JOSEPH B. KALLER
FLORIDA R.A. # 0009239

PROJECT TITLE
2405 SW 57TH WAY
WEST PARK, FL 33023

SHEET TITLE
PHOTOMETRIC PLAN

REVISIONS
No. DATE DESCRIPTION

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DATE: 06.06.24
DRAWN BY: J. DIAZ
CHECKED BY: JBK

SHEET
P-1

ATTACHMENT B

Meeting Noticing Certification Package

rdr miami | public hearing notification services
certified lists of property owners within a specific radius + radius maps + mailing labels + mailouts + notice of public hearing site posting
rdrmiami.com | diana@rdrmiami.com | 305.498.1614

October 18, 2024

City of West Park
Planning & Zoning Dept.
1965 South State Road 7
West Park, FL 33023

Re: Property owners within 300 feet of:
SUBJECT: 2405 SW 57 Way, West Park, FL 33023
FOLIO NUMBER: 5141 24 02 0690

If a property within the notification radius is declared to be a Condominium or Co-Op, only their Association requires notification.

This is to certify that the attached ownership list, map and mailing labels are a complete and accurate representation of the real estate property and property owners within 300 feet radius of the external boundaries of the subject property listed above. This reflects the most current records on file in the Property Appraisers' Office as of 10/17/2024.

I affirm the notices were mailed on 10/18/2024. In addition, a legal ad was placed on the Sun Sentinel to run on 10/21/2024.

Sincerely,

Diana B. Rio

Total number of property owners without repetition: **35 total, including 1 international**

Rio Development Resources, LLC ("RDR") has used its best efforts in collecting the information published in this report and the findings contained in the report are based solely and exclusively on information provided by you and information gathered from public records and that local government. By acceptance of this report, you agree to hold RDR harmless and indemnify RDR from any and all losses, damages, liabilities and expenses which can be claimed against RDR caused by or related to this report.

**** COURTESY NOTICE TO CURRENT PROPERTY OWNER – APPLICATION FOR SITE PLAN APPROVAL AND VARIANCES****

October 18, 2024
VIA US FIRST CLASS MAIL

To: Current property owner

Project address: 2405 SW 57 Way, West Park, FL 33023

Request for: Site Plan Approval and Variances

Petitioner: 2405 GUSCAR, LLC

Proposed use: Auto Paint and Body Shop

City Planning and Zoning Advisory Board Meeting: November 4, 2024 at 6:00 PM

City Commission Meeting: December 4, 2024 at 7:00 PM

Meeting Location: 1965 S State Rd 7, West Park, FL 33023

Complete Information Regarding the Application is Available by Contacting the City at: (954) 989-2688

NAME 1	NAME 2	ADDRESS	CITY	STATE	ZIP	COUNTRY
FRASMAR INC		7266 RIDGE DR	BURNABY BC	CA	V5A 1B5	CANADA
2022 THOMAS INC	% LAW OFFICE OF BEN PROTANO	121 S 61 TER #A1	HOLLYWOOD	FL	33023	USA
2350 WAREHOUSE LLC		2350 SW 57 WAY	WEST PARK	FL	33023	USA
2405 GUSCAR LLC		2405 SW 57 WAY	WEST PARK	FL	33023	USA
25TH STREET HOLDING CO INC	%JAMES MCHUGH	2492 SW 57 AVE	WEST PARK	FL	33023	USA
5712 STREET LLC		5282 SW 33 WAY	FORT LAUDERDALE	FL	33312	USA
58 STREET LLC		6022 SW 35 CT	WEST PARK	FL	33023	USA
ALAM, MOHAMMED	UDDIN, MOHAMMED	12345 NW 1 ST	PLANTATION	FL	33325	USA
AMK GLOBAL LLC		5741 SW 25 ST	WEST PARK	FL	33023	USA
AULT, LAWRENCE J &	AULT, FRANCES L	2311 SW 57 WAY	WEST PARK	FL	33023	USA
BAILEY, RADIKA I	BAILEY, ROLLEYN ANTHONY	5730 SW 25 ST	WEST PARK	FL	33023	USA
BUDGET LLC		2455 SW 57 WAY	WEST PARK	FL	33023	USA
COOPER CRANE HOLDINGS LLC		2301 SW 57 TER	WEST PARK	FL	33023	USA
DASU REAL ESTATE HOLDINGS LLC		452 VINSON MILL ROAD	MURFREESBORO	NC	27855	USA
ELLIS, GEORGE S		2316 SW 57 AVE	WEST PARK	FL	33023	USA
FW DEVELOPMENTS LLC		5000 PEMBROKE RD	HOLLYWOOD	FL	33021	USA
GOINS, CLAY J &	GOINS, DONNA S	5621 CASTLEGATE AVE	DAVIE	FL	33331	USA
HOLLYWOOD IRON WORKS INC		2313 SW 57 TER	WEST PARK	FL	33023	USA
INTERCHEM LLC		21394 MARINA COVE CIR #H-17	AVENTURA	FL	33180	USA
ISE PROPERTIES LLC		230-187 ST	SUNNY ISLES BEACH	FL	33160	USA
JAK RODRIGUEZ PROPERTIES LLC		2404 SW 58 AVE	WEST PARK	FL	33023	USA
KI TOV LLC		PO BOX 1516	HALLANDALE BEACH	FL	33008	USA
KLS LEASING LLC		2401 GULFSTREAM DR	MIRAMAR	FL	33023	USA
LOZADA TRUCKING INC		3031 NW 78 AVE	HOLLYWOOD	FL	33024	USA
LUCY MAE CHAPMAN REV TR		2888 NW 87 AVE	CORAL SPRINGS	FL	33065	USA
LUCY MAE CHAPMAN TR	CHAPMAN, DONNA TRSTEE	2888 NW 87 AVE	CORAL SPRINGS	FL	33065	USA
LVR TRUCKING LLC		2220 SW 57 AVE	WEST PARK	FL	33023	USA
MALLARD, CHRISTOPHER & LYNDA		2515 NW 159 TER	OPA LOCKA	FL	33054	USA
MIAMI GARDENS INC	DDCTD % CITY OF WEST PARK	1965 S STATE ROAD 7	WEST PARK	FL	33023	USA
OWENS, PHILIP & LINDA		3400 SW 116 AVE	DAVIE	FL	33330	USA
PEREZ, DANILO ANTONIO		5721 SW 25 ST	WEST PARK	FL	33023	USA
REINIG, MICHAEL &	REINIG, ELLEN	219 SW 21 TER	FORT LAUDERDALE	FL	33312	USA
TBB GARAGE LLC	% ATTN KENT M JANZON CFO	3025 COLLINS AVE	MIAMI BEACH	FL	33140	USA
UEG REAL ESTATE HOLDINGS LLC		1900 E SIERRA RANCH DR	DAVIE	FL	33324	USA
UJD 123 INC		1650 NE 134 ST	NORTH MIAMI	FL	33181	USA

FRASMAR INC
7266 RIDGE DR
BURNABY BC, CA V5A 1B5
CANADA

2022 THOMAS INC
% LAW OFFICE OF BEN PROTANO
121 S 61 TER #A1
HOLLYWOOD, FL 33023

2350 WAREHOUSE LLC
2350 SW 57 WAY
WEST PARK, FL 33023

2405 GUSCAR LLC
2405 SW 57 WAY
WEST PARK, FL 33023

25TH STREET HOLDING CO INC
%JAMES MCHUGH
2492 SW 57 AVE
WEST PARK, FL 33023

5712 STREET LLC
5282 SW 33 WAY
FORT LAUDERDALE, FL 33312

58 STREET LLC
6022 SW 35 CT
WEST PARK, FL 33023

ALAM, MOHAMMED
UDDIN, MOHAMMED
12345 NW 1 ST
PLANTATION, FL 33325

AMK GLOBAL LLC
5741 SW 25 ST
WEST PARK, FL 33023

AULT, LAWRENCE J &
AULT, FRANCES L
2311 SW 57 WAY
WEST PARK, FL 33023

BAILEY, RADIKA I
BAILEY, ROLLEYN ANTHONY
5730 SW 25 ST
WEST PARK, FL 33023

BUDGET LLC
2455 SW 57 WAY
WEST PARK, FL 33023

COOPER CRANE HOLDINGS LLC
2301 SW 57 TER
WEST PARK, FL 33023

DASU REAL ESTATE HOLDINGS LLC
452 VINSON MILL ROAD
MURFREESBORO, NC 27855

ELLIS, GEORGE S
2316 SW 57 AVE
WEST PARK, FL 33023

FW DEVELOPMENTS LLC
5000 PEMBROKE RD
HOLLYWOOD, FL 33021

GOINS, CLAY J &
GOINS, DONNA S
5621 CASTLEGATE AVE
DAVIE, FL 33331

HOLLYWOOD IRON WORKS INC
2313 SW 57 TER
WEST PARK, FL 33023

INTERCHEM LLC
21394 MARINA COVE CIR #H-17
AVENTURA, FL 33180

ISE PROPERTIES LLC
230-187 ST
SUNNY ISLES BEACH, FL 33160

JAK RODRIGUEZ PROPERTIES LLC
2404 SW 58 AVE
WEST PARK, FL 33023

KI TOV LLC
PO BOX 1516
HALLANDALE BEACH, FL 33008

KLS LEASING LLC
2401 GULFSTREAM DR
MIRAMAR, FL 33023

LOZADA TRUCKING INC
3031 NW 78 AVE
HOLLYWOOD, FL 33024

LUCY MAE CHAPMAN REV TR
2888 NW 87 AVE
CORAL SPRINGS, FL 33065

LUCY MAE CHAPMAN TR
CHAPMAN, DONNA TRSTEE
2888 NW 87 AVE
CORAL SPRINGS, FL 33065

LVR TRUCKING LLC
2220 SW 57 AVE
WEST PARK, FL 33023

MALLARD, CHRISTOPHER & LYNDA
2515 NW 159 TER
OPA LOCKA, FL 33054

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DDCTD % CITY OF WEST PARK
1965 S STATE ROAD 7
WEST PARK, FL 33023

OWENS, PHILIP & LINDA
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DAVIE, FL 33330

PEREZ, DANILO ANTONIO
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WEST PARK, FL 33023

REINIG, MICHAEL &
REINIG, ELLEN
219 SW 21 TER
FORT LAUDERDALE, FL 33312

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% ATTN KENT M JANZON CFO
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MIAMI BEACH, FL 33140

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DAVIE, FL 33324

UJD 123 INC
1650 NE 134 ST
NORTH MIAMI, FL 33181

Affidavit – Affidavits:
Publication: Affidavit
Section: Affidavits
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Lines: 0
Run Date(s): Monday, October 21, 2024
Color: No

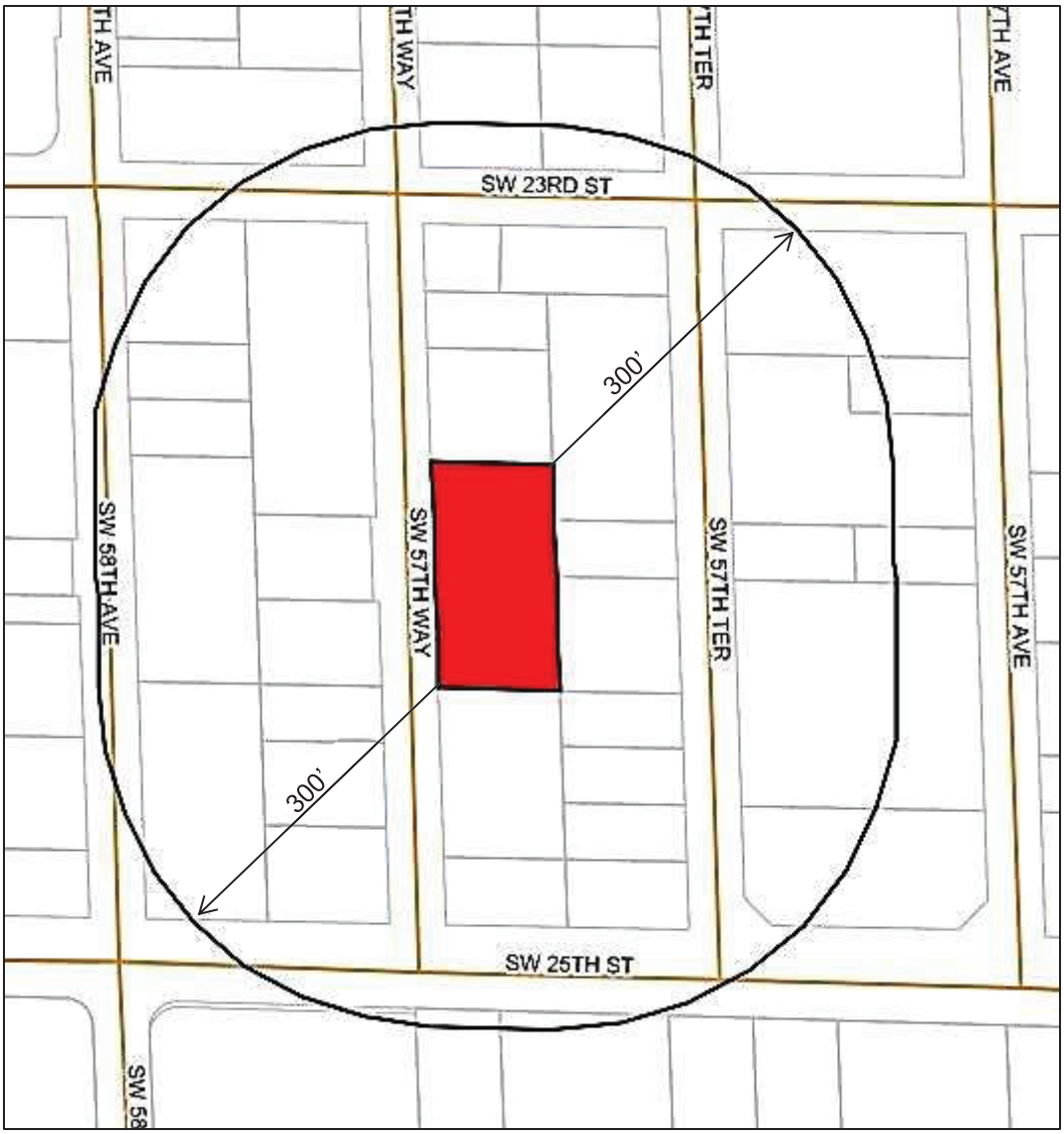
Preview:

PUBLIC HEARING NOTICE SITE PLAN APPROVAL AND VARIANCES

You are hereby notified of a Public Hearing before the Planning & Zoning Advisory Board of the City of West Park on November 4, 2024 at 6:00 PM and City Commission Meeting on December 4, 2024 at 7:00 PM, or as soon as can be heard thereafter, at the West Park City Hall, 1965 S. State Road 7, West Park, Florida 33023, to consider a request of petitioner, to wit:
PETITIONER: 2405 GUSCAR, LLC
REQUEST FOR: Site Plan Approval and Variances
PROJECT ADDRESS: 2405 SW 57 Way, West Park, FL 33023
PROPOSED USE: Auto Paint and Body Shop
Complete information regarding the application is available by contacting the Planning and Zoning Department staff for the City of West Park, at (954) 989-2688. Any person with a disability requiring auxiliary aids and services for this meeting may call the City Clerk's office at (954) 989-2688 with their request at least two business days prior to the meeting date.

rdr miami | public hearing notification services
certified lists of property owners within a specific radius + radius maps + mailing labels + mailouts + notice of public hearing site posting
rdrmiami.com | diana@rdrmiami.com | 305.498.1614

300' RADIUS MAP (N.T.S.)



SUBJECT: 2405 SW 57 Way, West Park, FL 33023
FOLIO NUMBER: 5141 24 02 0690


2405 SW 57 WAY
WEST PARK, FL 33023
REQUEST FOR: SITE PLAN APPROVAL & VARIANCES
PETITIONER: 2405 GUSCAR, LLC
PROPOSED USE: AUTO PAINT AND BODY SHOP
PLANNING & ZONING ADVISORY BOARD MEETING:
NOVEMBER 04, 2024 AT 6:00 PM
CITY COMMISSION MEETING:
DECEMBER 04, 2024 AT 7:00 PM
COMPLETE INFORMATION REGARDING THE APPLICATION IS AVAILABLE BY CONTACTING THE CITY AT 954-989-2688
Fax


Auto Stat
hop Inc.
ASE CERTIFIED
Gustavo
305-300-1625
954-6 -5951
Javier
754-244-4863
2405 SW Way. West Park, FL 33023

DRESS:

WAY

FL 33023

OR: SITE PLAN APPROVA

: 2405 GUSCAR, LLC

USE: AUTO PAINT AND

ZONING ADVISORY BO

EMBER 04, **2024 AT 6:**

TY COMMISSION MEET

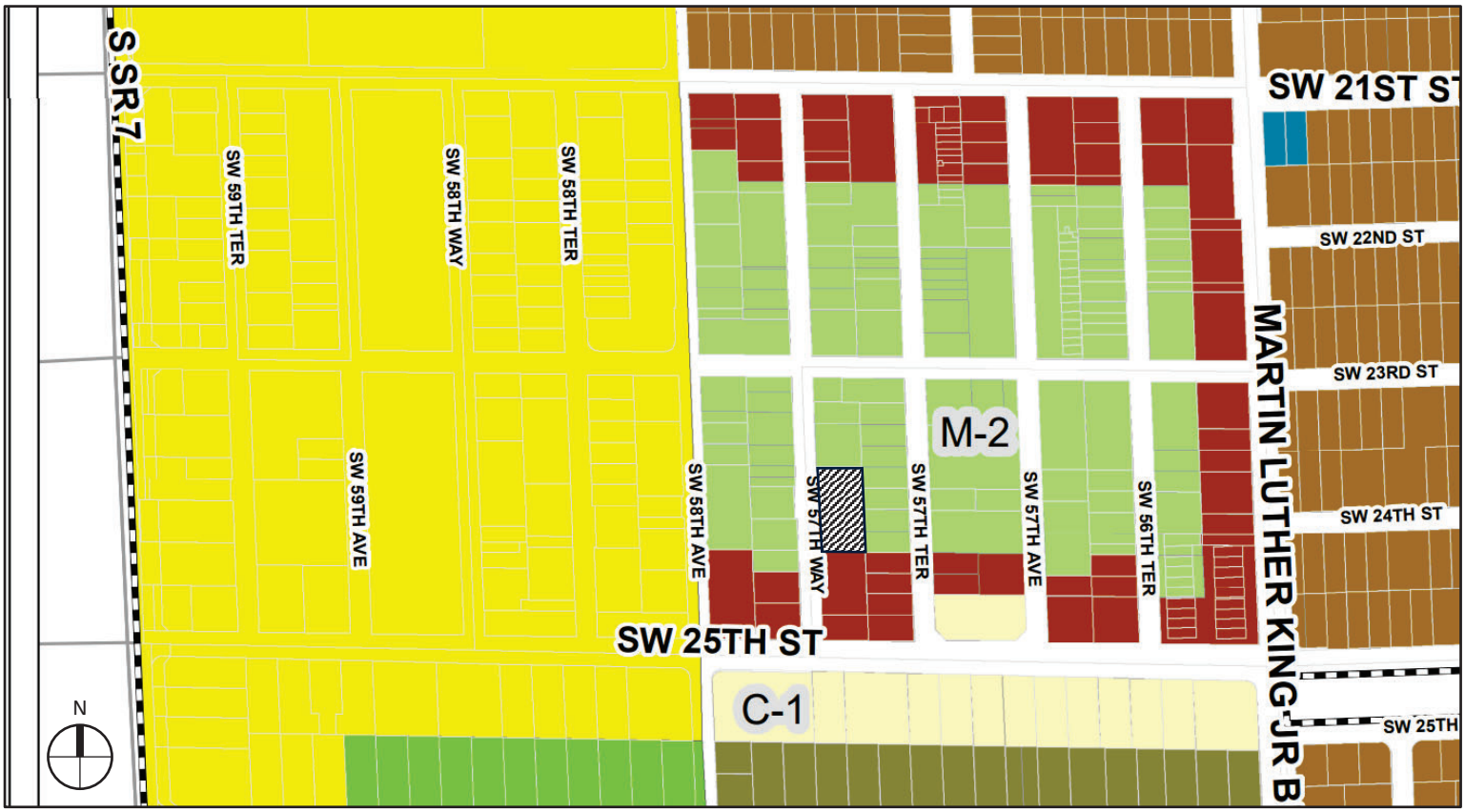
EMBER 04, **2024 AT 7**

TE INFORMATION REGA

ATTACHMENT C

Zoning Map

The City of West Park
Zoning Map



Legend

- City Boundary
- Twin Lakes
- COMMERCIAL WAREHOUSE DISTRICT
- COMMUNITY FACILITIES
- DUPLEX DISTRICT
- GENERAL COMMERCIAL BUSINESS DISTRICT
- GENERAL MANUFACTURING AND INDUSTRIAL DISTRICT
- INSTITUTIONAL AND EDUCATIONAL DISTRICT
- INTENSE COMMERCIAL BUSINESS DISTRICT
- LIMITED COMMERCIAL BUSINESS DISTRICT
- LIMITED MANUFACTURING AND INDUSTRIAL DISTRICT
- MOTEL DISTRICT
- MULTIPLE DWELLINGS/APTS DISTRICT
- OPEN SPACE AND PUBLIC RECREATION DISTRICT
- PARKING DISTRICT (DUPLEX AREA)
- ROW HOME DISTRICT
- SINGLE FAMILY AND OFFICE DISTRICT
- SINGLE FAMILY DETACHED (MED DENSITY)
- SINGLE FAMILY DETACHED (MED/HIGH DENSITY)
- SINGLE FAMILY DWELLING (6000SQFT LOT)
- SINGLE FAMILY DWELLING (7500SQFT LOT)
- TWO FAMILY DWELLING
- TOC
- TOC - 1
- TOC - 2
- TOC - 3

SUBJECT SITE

CITY OF WEST PARK
INTER-OFFICE MEMORANDUM

Agenda Item #: 15-1

To: City Commission **Date:** December 4, 2024

From: W. Ajibola Balogun, City Manager

Re: **Tentative Meeting Calendar for 2025**

In order to allow for planning, Staff has reviewed the schedule for upcoming conferences the Commission has historically attended, with the intent to avoid potential conflicts with meeting dates, and to accommodate Commission members who may be willing to attend the conferences. Below are the 2025 conference dates for various organizations:

- City's State Legislative Advocacy Week: February 3–7, 2025
- FBC-LEO Conference: Feb. 27–28, 2025
- NLC Congressional City Conference: March 10–12, 2025
- Broward Days: March 18–20, 2025
- FLC Annual Conference: August 14–16, 2025
- National League of Cities, City Summit: November 13-16, 2025; November 19-22, 2025

If you plan to attend other conferences not listed, please let us know so we can make necessary adjustments. For your information, attached is the Tentative Meeting Calendar for 2025, which notes potential conflicts due to conference travel.

Should you have any questions, or comments, please do not hesitate to call me.

/attch

END OF MEMORANDUM

CITY OF WEST PARK

TENTATIVE 2025 MEETING CALENDAR

MONTH	DATE	TIME	EVENT	LOCATION
JANUARY	Wed. 01/01/25	7:00pm	Regular Commission Meeting **CANCELED – New Year Holiday**	Commission Chamber
	Wed. 01/15/25	7:00pm	Regular Commission Meeting	Commission Chamber
FEBRUARY	Wed. 02/05/25	7:00pm	Regular Commission Meeting **To Be Canceled: Conflict with City's State Legislative Advocacy Week**	Commission Chamber
	Wed. 02/19/25	7:00pm	Regular Commission Meeting	Commission Chamber
MARCH	Wed. 03/05/25	7:00pm	Special Commission Meeting **State of the City Address**	Commission Chamber
	Wed. 03/19/25	6:00pm	Regular Commission Meeting **To Be Canceled: Conflict with Broward Days 3/18/24 - 3/20/24**	Commission Chamber
APRIL	Wed. 04/02/25	7:00pm	Regular Commission Meeting	Commission Chamber
	Wed. 04/16/25	7:00pm	Regular Commission Meeting	Commission Chamber
MAY	Wed. 05/07/25	7:00pm	Regular Commission Meeting	Commission Chamber
	Wed. 05/21/25	7:00pm	Regular Commission Meeting	Commission Chamber
JUNE	Wed. 06/04/25	6:00pm	Budget Workshop	Commission Chamber
	Wed. 06/04/25	7:00pm	Regular Commission Meeting	Commission Chamber
	Wed. 06/18/25	7:00pm	Regular Commission Meeting	Commission Chamber

JULY	**RECESS**			
JULY	Wed. 07/30/25	6:00pm	Special Assessments Public Hearing (Proposed Millage Rate) **To Be Scheduled**	Commission Chamber
AUGUST	Wed. 08/06/25	7:00pm	Regular Commission Meeting	Commission Chamber
	Wed. 08/20/25	7:00pm	Regular Commission Meeting	Commission Chamber
SEPTEMBER	Wed. 09/03/25	6:00pm	First Budget Public Hearing	Commission Chamber
	Wed. 09/03/25	7:00pm	Regular Commission Meeting	Commission Chamber
	Thur. 09/11/25	6:00pm	Special Assessments Public Hearing (Non Millage Rate Items) **TBA**	Commission Chamber
	Wed. 09/17/25	6:00pm	Second Budget Public Hearing	Commission Chamber
	Wed. 09/17/25	7:00pm	Regular Commission Meeting	Commission Chamber
OCTOBER	Wed. 10/01/25	7:00pm	Regular Commission Meeting	Commission Chamber
	Wed. 10/15/25	7:00pm	Regular Commission Meeting	Commission Chamber
NOVEMBER	Wed. 11/05/25	7:00pm	Regular Commission Meeting	Commission Chamber
DECEMBER	Wed. 12/03/25	7:00pm	Regular Commission Meeting	Commission Chamber

NOTE: Meeting dates and times are tentative and subject to change.

CITY OF WEST PARK
INTER-OFFICE MEMORANDUM

Agenda Item #: 15-2

To: City Commission **Date:** December 4, 2024

From: W. Ajibola Balogun
City Manager

Re: **Cybersecurity Standards Development Update**

As follow up to the attached September 18, 2024 memorandum (Exhibit "A"), we are 98% complete with the State required Cybersecurity Standards Development program. Our program includes a 4-hour online Cybersecurity Awareness training offered by the University of South Florida. The training is for all computer users accessing the City's system. We are reminding commission members to participate in the required self-pace training and plan to complete the training by December 30, 2024.

The Cybersecurity Awareness training is designed to equip state and local government officials and employees with the knowledge and skills necessary to protect their workplaces as well as themselves against cyber-attacks. Through interactive modules and engaging content, the training educates participants on a wide range of topics such as phishing, known email scams, password security, scareware, ransomware, different types of viruses and malwares, social engineering, and best practices in online security. The training session empowers state and local government officials and employees to prevent cyber threats and serve as the first line of defense.

Also, you will be receiving a two-factor authentication procedure and policy from our Information Technology (IT) team within the next couple of weeks. The authentication procedure is a critical security measure for accessing the City's systems.

Should you have any questions or comments, please do not hesitate to contact Mr. Wiener Chalvire or me.

END OF MEMORANDUM

CITY OF WEST PARK
INTER-OFFICE MEMORANDUM

Agenda Item #: 15-2

To: City Commission **Date:** September 18, 2024

Through: W. Ajibola Balogun, City Manager

From: Wiener Chalvire Permits and Collections Supervisor

Ref.: **Ongoing Cybersecurity Standards Development**

Background

In accordance with Florida State Statutes 282.3185 (2022), Local Government Cybersecurity Act, local governments are required to adopt cybersecurity standards that safeguard data, information technology, and information technology resources to ensure availability, confidentiality, and integrity. The cybersecurity standards must be consistent with generally accepted best practices for cybersecurity, including the National Institute of Standards and Technology Cybersecurity Framework. The link for the statutes is: https://www.flsenate.gov/Laws/Statutes/2022/0282.3185

In response to the global prevalence of cyberattacks and security breaches, the State Legislature prohibits the payment of cyber ransom by local governments and requires both state agencies and local governments to adopt a cybersecurity framework for responding to security breaches and ransomware incidents. The State also increased government spending on cybersecurity technology, education, and resources.

The key requirements of the Act that local governments are subject to, are as follows:

1. Develop comprehensive cybersecurity plans to include detailed objectives and processes for protecting against cyber threats.

2. Report any cybersecurity breaches or ransomware incidents to the Florida Department of Law Enforcement's Cybersecurity Office and the Cybersecurity Operations Center (CSOC) within 12 hours of occurrence.

3. Prohibit ransomware payment of ransom in the event of a cyberattack, and be prepared to restore operations without engaging with attackers.

4. Require employees to complete cybersecurity training within 30 days of employment and annually thereafter.

For your information, we have been working on hardening our Information Technology (IT) infrastructure to primarily protect the City's critical assets and public services from potential cyberattacks.

Specifically, our goals are:

- To create an organizational awareness about cybersecurity threats, prevention, and response.

- To adopt cybersecurity standards and manual by January 1, 2025, in compliance with the State's mandate for cybersecurity plans, incident reporting, ransomware response, and cybersecurity training.

- To secure State cybersecurity funding to implement software, services, and solutions that would enhance our IT infrastructure and

- To adopt and fund a multi-year IT budget to maintain, upgrade, and sustain our cybersecurity capabilities and related IT technical support services.

We remain steadfast in safeguarding our City from hackers and other wrongdoers.

Objectives

To achieve our goals, we have been working with our IT consultants on 6 key objectives to prepare the City's systems and people to respond competently to threats related to data and cybersecurity breaches. In particular, the team has been concentrating efforts in the following areas:

1. Submitted the application for the Florida Local Government Cybersecurity Grant for cybersecurity capabilities.

2. Developing some comprehensive cybersecurity standards for adoption before the end of the calendar year.

3. Establishing a Disaster/Incident Response Plan to include the backup and recovery processes;

4. Installing cybersecurity and monitoring hardware and software, including firewall protection; Multi-Factor Authentication (MFA) and identity access management; email security, to name a few.

5. Ensuring that the contracted scope of work for IT support services is adequate for properly safeguarding our IT infrastructure; and

6. Delivering cybersecurity training for all users of the City's systems.

Outcomes

To date, City staff has accomplished the following tasks:

1. Applied for the cybersecurity grant (a response from the State is anticipated in the first quarter of next fiscal year).

2. Implemented security controls to monitor, detect, and mitigate potential threats.

3. Implementation of Multi-Factor Authentication (MFA) on all city devices.

4. Reorganized the IT Services Department to ensure better resource coverage in Cybersecurity and Disaster Response and IT Support Services.

Anticipated Outcomes

1. Completion of citywide cybersecurity training.
2. Finalizing the cybersecurity manual for the City Manager's review.
3. Finalizing the disaster response plan.
4. Establishing a training program consisting of disaster recovery tests, mock or tabletop exercises. and cyber-attack simulations.
5. Recommending the adoption of cybersecurity standards for the City.

Should you have any questions, please feel free to call me.

END OF MEMORANDUM