



CITY OF WEST PARK CITY COMMISSION MEETING AGENDA

**WEDNESDAY, MARCH 5, 2025
7:00 PM
COMMISSION CHAMBER, CITY HALL
1965 SOUTH STATE ROAD 7, WEST PARK, FL 33023**

www.cityofwestpark.org

Phone: 954-989-2688 Fax: 954-989-2684

**Mayor Felicia M Brunson
Vice Mayor Joy B Smith
Commissioner Cristina R Eveillard
Commissioner Brandon Smith
Commissioner Dr. Katrina Touchstone**

**W. Ajibola Balogun, City Manager
Burnadette Norris-Weeks, City Attorney
Alexandra B. Grant, City Clerk**

City of West Park Ordinance No. 2012-05 requires all lobbyists before engaging in any lobbying activities to register with the City Clerk and pay an annual fee of \$100.00 per Resolution No. 2012-43. This applies to all persons who are retained (whether paid or not) to represent a business entity or organization to influence “City” action. “City” action is broadly described to include the ranking and selection of professional consultants and virtually all legislative, quasi-judicial and administrative action.

1. CALL TO ORDER

2. ROLL CALL

3. INVOCATION

4. PLEDGE OF ALLEGIANCE

5. PRESENTATIONS

1. **Recognizing Former Elected Officials' Contribution on the 20th Anniversary of the City**
2. **Proclamation: “MeatOut Day”**
3. **Proclamation: Colorectal Cancer Awareness Month**

6. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION

7. ADVISORY BOARD PRESENTATIONS

1. None.

8. BROWARD SHERIFF'S OFFICE UPDATES – POLICE / FIRE DEPARTMENT

1. None.

9. APPROVAL OF MINUTES

1. None.

10. RESOLUTIONS – CONSENT ITEMS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CANCELING THE REGULARLY SCHEDULED CITY COMMISSION MEETING OF MARCH 19, 2025; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE ALL NECESSARY AND EXPEDIENT ACTION; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-19)

[RESO. 2025-19 - West Park - Canceling March 19, 2025 Regular Commission Meeting](#)

11. RESOLUTIONS – NON CONSENT ITEMS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, GRANTING AUTHORITY TO THE CITY'S VICE MAYOR AND THE CITY ATTORNEY TO ATTEMPT NEGOTIATION OF A SEPARATION AGREEMENT WITH THE CITY ADMINISTRATOR; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-20)
[RESO. 2025-20 - West Park - Negotiating Separation Agreement with City Administrator](#)
2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, REINSTATING COMMISSIONER KATRINA V. TOUCHSTONE'S PURCHASE CARD PRIVILEGES; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.
(Resolution 2025-21)
[RESO. 2025-21 - West Park - Reinstating Use of PCard - Commissioner Touchstone](#)
3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, SCHEDULING A TOWN HALL MEETING FOR WEDNESDAY, MARCH 26, 2025 AT 6:30 PM IN THE COMMISSION CHAMBERS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-22)
[RESO. 2025-22 - West Park - Scheduling Town Hall Meeting for March 26, 2025](#)
4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, RESCINDING PRIOR GRANT AWARDS TO CERTAIN GRANT RECIPIENTS AND REALLOCATE PREVIOUSLY AUTHORIZED FUNDING IN THE AMOUNT OF FIVE THOUSAND FOUR HUNDRED DOLLARS (\$5,400.00) TO ASSIST CURRENT MINOR HOME REPAIR PROGRAM APPLICANTS ON THE CITY'S PROGRAM WAITING LIST; PROVIDING ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-23)
[RESO. 2025-23 - West Park - Rescinding of Prior Minor Home Repair Grant Awards](#)
[Memo - Resolution Rescinding Previously Approved Grant Awards to Assist Current Minor Home Repair Program Applicants](#)
[EXHIBIT A - Signed Refusal Letter \(Rosemene Destina\)](#)
[EXHIBIT B - 2024-16 - West Park - Approving Grant Agreements - Emergency Minor Home Repair Assistance - \(Home Explosion\)](#)
5. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, RESCINDING RESOLUTION NUMBER 2023-96; AND AUTHORIZING THE CITY ADMINISTRATOR TO REALLOCATE PREVIOUSLY AUTHORIZED FUNDING OF THREE THOUSAND DOLLARS (\$3,000) TO ASSIST CURRENT MINOR HOME REPAIR PROGRAM APPLICANTS; PROVIDING FOR AN EFFECTIVE DATE
(Resolution 2025-24)
[RESO. 2025-24 - West Park - Rescinding Reso. No. 2023-96 Minor Home Awards](#)
[Memo - Resolution Rescinding Previously Approved Resolutions to Assist Current Minor Home Repair Program Applicants](#)
[EXHIBIT A - Signed Refusal Letter \(Celesten Rodgers\)](#)
[EXHIBIT B - City Commission Approved Resolution 2023-96](#)

12. RESOLUTIONS – (PUBLIC HEARING)

1. None.

13. ORDINANCES – FIRST READING

1. None.

14. ORDINANCES – SECOND READING (PUBLIC HEARING)

1. None.

15. CITY MANAGER’S REPORT

1. **Major Milestone Event Timeline for Mctyre Park Amphitheater Construction**

[Memo - Major Milestone Event Timeline For McTyre Park Amphitheater Construction](#)

[EXHIBIT 1 - Timeline of Major Milestone Events](#)

[EXHIBIT A - Bid Award Approval](#)

[EXHIBIT B - ITB 24-1018 Solicitation Notice](#)

[EXHIBIT C -State of Florida Project Approval](#)

[EXHIBIT D - Broward County Surface Water Management License](#)

[EXHIBIT E - Department Coordination Meeting Correspondence](#)

[EXHIBIT F - 100% Project Construction Drawings The Amphitheater Restroom](#)

[EXHIBIT G - Commission Selection Approval For Construction Services](#)

[EXHIBIT H - E-Mail Correspondence Regarding Interlocal Agreement Amendment](#)

[EXHIBIT I - Interlocal Agreement With Broward County](#)

[EXHIBIT J - 1969 Lease Agreement](#)

[EXHIBIT K - CDBG Funding Award](#)

[EXHIBIT L - Broward County Project Confirmation](#)

[EXHIBIT M - 100% Project & Construction Drawings \(Amphitheater\)](#)

[EXHIBIT N - Project Design Services Approval](#)

2. **Draft Policy for Pioneer Wall Recognition**

[Memo - Draft Policy for Pioneer Wall Recognition](#)

[Exhibit A - Sample of a Possible Pioneer Nomination Policy and Procedure](#)

[Exhibit B - City Ordinance 2018-01 Pertaining to Naming and Renaming of Streets and Public Facilities](#)

[Exhibit C - West Park Pioneer Nomination Form - Draft](#)

16. OLD BUSINESS

1. None.

17. NEW BUSINESS

1. **Discussion: Future Date for a Workshop on the Charter**
2. **Discussion: Regarding Initiatives Residents Want Back**
3. **Discussion: Regarding inviting all our legislative elected officials to a workshop for proper legislative planning**
4. **Discussion Regarding Review of the Ordinance for the Utilization of the Swale**

5. **Discussion Regarding Feedback from the MLK Event and to Provide Feedback to the MLK Committee, Inc.**
6. **Discussion Review of the Non-Conforming Use of the Playhouse Property**
7. **Discussion Regarding to Resume Miami Gardens HOA at McTyre Park**
8. **Discussion Regarding Parliamentary Procedure**
9. **Discussion Regarding Adjournment Procedure**
10. **Discussion Regarding Requirement in the Charter to Call a Special Meeting**

18. FUTURE AGENDA ITEMS

19. COMMISSION MEMBERS' COMMENTS / REPORTS

20. FOR THE GOOD OF THE ORDER

21. ADJOURNMENT

RULES OF PROCEDURE

WHO MAY SPEAK

Meetings of the City Commission are open to the public. They are not, however, public forums. Any resident who wishes to address the Commission on any subject within the scope of the Commission's authority may do so, providing it is accomplished in an orderly manner and in accordance with the procedures outlined below.

SPEAKING ON ITEMS ON THE AGENDA

- **Consent Agenda Items** - These are items, which the Commission does not need to discuss individually, and which are voted on as a group. Any Commissioner who wishes to discuss any individual item on the consent agenda may request the Mayor to pull such item from the consent agenda. Those items pulled will be discussed and voted upon individually.
- **Regular Agenda Items** - These are items, which the Commission will discuss individually in the order listed on the agenda. By majority vote, the City Commission may permit any person to be heard on an item at a non-public hearing.
- **Public Hearing Items** - This portion of the agenda is to obtain input from the public on some ordinances, resolutions and zoning applications. The chair will permit any person to be heard on the item during formal public hearings.

SPEAKING ON SUBJECTS NOT ON THE AGENDA

Any resident may address the Commission on any items pertaining to City business during the Opportunity For The Public To Address the Commission portion of the agenda. Persons wishing to speak must sign in with the City Clerk before the start of the meeting.

ADDRESSING THE COMMISSION, MANNER & TIME

By majority vote the City Commission may invite citizen discussion on any agenda item. In every case where a citizen is recognized by the Mayor to discuss an agenda item, the citizen shall step to the podium/microphone, state his or her name and address for the benefit of the city clerk, identify any group or organization he or she represents and shall then succinctly state his or her position regarding the item before the city commission. Any question, which shall be related to the business of the City and deemed appropriate by the Mayor, shall be directed to the Mayor and the Mayor shall then re-direct the question to the appropriate Commissioner or City staff to answer the citizen question which shall be related to the business of the City.

All comments or questions of the public are to be directed to the Mayor as presiding officer only. There shall be no cross conversations or questions of any other persons. **The length of time each individual may speak should be limited in the interest of order and conduct of the business at hand.** Comments to the Commission by individual citizens shall be limited to **three (3) minutes** during the citizens request period. The City Clerk shall be charged with the responsibility of notifying each citizen thirty (30) seconds before said time shall elapse and when said time limit has expired.

APPEALS

If a person decides to appeal any decision made by the board, agency, or commission with respect to

any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

DECORUM

If a member of the audience becomes unruly, the Mayor has the right to require the person to leave the room. If a crowd becomes unruly, the mayor may recess or adjourn the meeting. Please turn off all cell phones and pagers.

CONTACT INFORMATION

If anyone has questions or comments about anything on the meeting agenda, please contact the City Administrator at 954-989-2688.

AMERICANS WITH DISABILITY ACT

In accordance with the Americans with Disabilities Act and Florida Statute 286.26, persons with disabilities needing special accommodation to participate in this proceeding should contact the City Clerk no later than three (3) days prior to the meeting at (954)-989-2688 for assistance.