THE CITY OF POSITIVE PROGRESSION

CITY OF WEST PARK

CITY COMMISSION MEETING AGENDA
COMMISSION CHAMBER
1965 SOUTH STATE ROAD 7, WEST PARK, FL 33023

WEDNESDAY, JANUARY 20, 2016
7:00 P.M.

www.cityofwestpark.org
Phone: 954-989-2688 Fax: 954-989-2684

Mayor:	Eric H. Jones
Vice Mayor:	Rita "Peaches" Mack
Commissioner:	Thomas Dorsett
Commissioner:	Brian Johnson
Commissioner:	Kristine Judeikis

City Manager:	W. Ajibola Balogun
City Attorney:	Burnadette Norris-Weeks
City Clerk:	Alexandra Grant

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. Commendations: 10th Year Anniversary Sponsors

6. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION

7. APPROVAL OF MINUTES

1. December 2, 2015 – Regular Commission Meeting

8. RESOLUTIONS – CONSENT ITEMS

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CANCELLING THE REGULARLY SCHEDULED FEBRUARY 3, 2016 MEETING OF THE CITY COMMISSION; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE ALL NECESSARY AND EXPEDIENT ACTION; PROVIDING FOR AN EFFECTIVE DATE
Resolution 2016-05

2. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMMINISTRATOR TO SUBMIT AN APPLICATION FOR THE COMMUNITY FOUNDATION OF BROWARD'S "DIGNITY IN AGING" GRANT PROGRAM FOR AN AMOUNT UP TO ONE HUNDRED THOUSAND DOLLARS ($100,000.00); PROVIDING FOR AN EFFECTIVE DATE.
Resolution 2016-06

3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR

THE EDWARD BYRNE MEMORIAL JUSTICE ASSSISTANCE GRANT FROM THE FLORIDA DEPARTMENT OF LAW ENFORCEMENT FOR THE PURCHASE AND INSTALLATION OF COMPUTER LABORATORY SURVEILLANCE CAMERAS AT MARY SAUNDERS PARK; AUTHORIZING CITY ADMINISTRATOR TO EXECUTE THE NECESSARY DOCUMENTATION FOR SUBMITTAL; PROVIDING FOR AN EFFECTIVE DATE
Resolution 2016-07

4. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, RE-APPOINTING MARIAN PRATT TO THE EDUCATION ADVISORY COMMITTEE; PROVIDING FOR AN EFFECTIVE DATE
Resolution 2016-08

5. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, FULLY SUPPORTING BROWARD COUNTY ORDINANCE 2015-45; PROVIDING FOR AN EFFECTIVE DATE.
Resolution 2016-09

6. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, PIGGYBACKING THE TOWN OF PALM BEACH, FLORIDA'S REQUEST FOR PROPOSAL #2015-30 TO PROVIDE BILLING ACCOUNT COLLECTIONS FOR EMERGENCY MEDICAL SERVICES AND OTHER ACCOUNTS RECEIVABLE FROM APPLIED BUSINESS SERVICES, INC.; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE NECESSARY AND EXPEDIENT ACTION; PROVIDING FOR AN EFFECTIVE DATE
Resolution 2016-10

9. CITY MANAGER'S REPORT – W. Ajibola Balogun, City Manager

A. Updates / Status

i. Update on FY 2014-15 Audit Preparation

ii. Concern Regarding the Need for Left Turn Signal at the Intersection of Hallandale Beach Blvd. & SW 48th Avenue

iii. Consolidated Communication System

iv. Annual Meeting with Legislators in Tallahassee – February 3 and 4, 2016

v. Ribbon Cutting Ceremony for New Computer Lab at Mary Saunders Park

vi. Monthly Free Fresh Produce Giveaway – Thursday, January 28, 2016

B. Monthly Budget Report – December, 2015 – Chris Wallace, Finance Director

10. **NEW BUSINESS**

11. **FUTURE AGENDA ITEMS**

12. **FOR THE GOOD OF THE ORDER & COMMISSIONER COMMENTS / ANNOUNCEMENTS**

13. **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.

THE CITY OF WEST PARK
CITY COMMISSION MEETING MINUTES
DECEMBER 2, 2015
7:00 p.m.

1. CALL TO ORDER

The **Regular Meeting** of the City Commission of the City of West Park was held in the Commission Chamber, 1965 South State Road 7, West Park, Florida on **Wednesday, December 2, 2015.**

Mayor Jones called the meeting to order at 7:00 p.m.

2. ROLL CALL

The city clerk called the roll. The following were present: Mayor Eric Jones, Vice Mayor Rita "Peaches" Mack, and Commissioners Thomas Dorsett, Brian Johnson, and Kristine Judeikis.

Also present were: W. Ajibola Balogun, City Manager; Burnadette Norris-Weeks, City Attorney; Christopher Wallace, Finance Director; Lavelle Jenrette, Assistant to the City Manager; Chief Danzell Brooks, Police Department; Captain Kane, Fire Department; Richard Cannone, Planning Department; Maritza Prebal, Supervisor of Administrative Services; Gia Lagana, Assistant to the City Manager; and Alexandra Grant, City Clerk.

3. INVOCATION

Mayor Jones led everyone present in the invocation.

4. PLEDGE OF ALLEGIANCE

Mayor Jones led all present in the Pledge of Allegiance.

5. PRESENTATIONS

6. RECESS REGULAR COMMISSION MEETING

A motion was made by Commissioner Johnson, and seconded by Commissioner Dorsett, to recess the Regular Commission Meeting and convene the Twin Lakes Water Control District Board Meeting (City Commission sitting as the Twin Lakes Water Control District Board).

Mayor Jones asked for a roll call vote. In a roll call vote, all voted in favor.

[***The minutes of the Twin Lakes Water Control District Board meeting are filed separately.***]

7. RECONVENE REGULAR COMMISSION MEETING

A motion was made by Commissioner Johnson, and seconded by Commissioner Dorsett, to adjourn the Twin Lakes Water Control District Board Meeting and reconvene the Regular Commission Meeting.

Mayor Jones asked for a roll call vote. In a roll call vote, all voted in favor.

8. APPROVAL OF MINUTES

1. November 4, 2015 – Regular Commission Meeting

A motion was made by Commissioner Judeikis, and seconded by Commissioner Johnson, to approve the November 4, 2015 Regular Commission Meeting.

Mayor Jones asked for a roll call vote. In a roll call vote, all voted in favor.

9. OPPORTUNITY FOR THE PUBLIC TO ADDRESS COMMISSION

Mayor Jones opened the Public Comments portion of the meeting.

As no one spoke, Mayor Jones closed the Public Comments portion of the meeting.

10. RESOLUTIONS – CONSENT ITEMS

A motion was made by Commissioner Judeikis, and seconded by Commissioner Johnson, to approve the Consent Agenda.

Mayor Jones asked for a roll call vote. In a roll call vote, all voted in favor and the following actions were taken:

1. **ADOPTED RESOLUTION 2015-106:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, APPOINTING JOE PHILLIPS TO THE TWIN LAKES WATER CONTROL DISTRICT ADVISORY BOARD; PROVIDING FOR AN EFFECTIVE DATE

2. **ADOPTED RESOLUTION 2015-110:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, PIGGYBACKING THE TOWN OF CUTLER BAY'S RFP #14-01 FOR MUNICIPAL STREET SWEEPER SERVICES FROM SFM SERVICES, INC.; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE NECESSARY AND EXPEDIENT ACTION; PROVIDING FOR ALLOCATION OF FUNDS; PROVIDING FOR AN EFFECTIVE DATE

3. **ADOPTED RESOLUTION 2015-112:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE MAYOR AND THE CITY ADMINISTRATOR TO EXECUTE THE AGREEMENT BETWEEN THE CITY OF WEST PARK AND BROWARD COUNTY FOR FUNDING AND ADMINISTRATION OF THE 41st YEAR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, PROVIDING

FOR FUNDING FOR MCTYRE PARK MULTI-PURPOSE CENTER SURVEY, PROGRAMMING, AND DESIGN PLANS PROJECT; PROVIDING FOR AN EFFECTIVE DATE

11. RESOLUTIONS – (PUBLIC HEARING)

The City Clerk read the following resolution title into record:

1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMMINISTRATOR TO SUBMIT AN APPLICATION FOR THE 42ND YEAR COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE SW 25TH STREET SURVEY AND CONCEPTUAL DESIGN PROJECT; PROVIDING FOR AN EFFECTIVE DATE.
Resolution 2015-111

A motion was made by Commissioner Dorsett, and seconded by Commissioner Johnson, to approve.

Mayor Jones opened the public hearing.

As no one spoke, Mayor Jones closed the public hearing.

Mayor Jones asked for a roll call vote. In a roll call vote, all voted in favor and Resolution 2015-111 was adopted.

12. CITY MANAGER'S REPORT – W. Ajibola Balogun

A. Status/Updates:

i. 2016 Legislative Request Update

Mr. Balogun gave a brief overview of recent discussions pertaining to the 2015 Legislative Request Update.

(Supplemental materials for this item were submitted and are filed with the records of this meeting).

ii. Broward Sheriff's Office Body Camera Program Initiative

Mr. Balogun advised that he recently met with Lt. Colonel Drago and Chief Brooks regarding BSO's pilot phase of the body camera program initiative.

(Supplemental materials for this item were submitted and are filed with the records of this meeting).

iii. Mary Saunders Park After School Program

Mr. Balogun announced that no plans were being considered to alter access hours to Mary Saunders Park during after school programming.

(Supplemental materials for this item were submitted and are filed with the records of this meeting).

iv. Update on the 10th Anniversary Scholarship Awards and Pioneer Recognition Gala

Mr. Balogun gave a brief update on plans in progress for the City's **10th Anniversary Scholarship Awards and Pioneer Recognition Gala** scheduled for Saturday, December 12, 2015 at the Broward County Convention Center.

(Supplemental materials for this item were submitted and are filed with the records of this meeting).

v. Prohibition of Local Preferences for FEMA Related Reimbursement Activities

Mr. Balogun indicated that a document pertaining to prohibition of local preferences for FEMA related reimbursements was included in the Agenda packet as information.

(Supplemental materials for this item were submitted and are filed with the records of this meeting).

vi. Draft Proposed Revision to the County's Ethics Ordinance by the Broward League of Cities Ethics Task Force

Mr. Balogun indicated that a draft proposed ordinance was included in the Agenda packet containing pertaining to discussions being held by the Broward League of Cities Ethics Task Force.

Mayor Jones said he would convey any concerns the Commission members might have to the Ethics Task Force.

(Supplemental materials for this item were submitted and are filed with the records of this meeting).

vii. Update to the Revision to the SW 40th Avenue Improvements Conceptual Plan

Mr. Balogun gave a brief update concerning revised plans for the SW 40th Avenue Improvements conceptual plan.

(Supplemental materials for this item were submitted and are filed with the records of this meeting).

viii. Annual Holiday Toy Giveaway: Wednesday, December 16, 2015, – Mary Saunders Park

Mr. Balogun announced that this year's **Annual Holiday Toy Giveaway** was scheduled for 6 p.m. on Wednesday, December 16, 2015 at Mary Saunders Park, and encouraged all present to attend and participate.

(Supplemental materials for this item were submitted and are filed with the records of this meeting).

ix. Free Fresh Produce and Dried Foods Giveaway: Saturday, December 19, 2015 – McTyre Park

Mr. Balogun announced that the next **Free Fresh Produce and Dried Foods Distribution** was scheduled for 10 a.m. on Saturday, December 19, 2015 at McTyre Park.

(Supplemental materials for this item were submitted and are filed with the records of this meeting).

x. Holiday Potluck Luncheon

Mr. Balogun announced that this year's **Annual Holiday Potluck Luncheon** for Staff and the Commission was scheduled for Wednesday, December 23, 2015 at City Hall.

(Supplemental materials for this item were submitted and are filed with the records of this meeting).

13. NEW BUSINESS

14. FUTURE AGENDA ITEMS

15. FOR THE GOOD OF THE ORDER & COMMISSIONER COMMENTS/ANNOUNCEMENTS

Commissioner Johnson announced that Congressman Alcee Hastings and Debbie Wasserman Schultz held a meeting in the community at _____ and congratulated Vice Mayor Mack's son, Mylan Parrish, for writing the scripts presented at the event.

Commission Judeikis wished everyone present Happy Holidays.

Mayor Jones wished everyone an enjoyable holiday and thanked all residents for their

support, encouragement, and participation in the progress of the City and community over the past 10 years.

16. ADJOURNMENT

There being no further business to come before this Body, the meeting adjourned at 7:40 p.m.

Respectfully Submitted By:

_____

Alexandra Grant, City Clerk

Approved at the _____ City Commission Meeting

_____

Eric H. Jones, Mayor

RESOLUTION NO.: 2016-05

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, CANCELLING THE REGULARLY SCHEDULED FEBRUARY 3, 2016 MEETING OF THE CITY COMMISSION; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE ALL NECESSARY AND EXPEDIENT ACTION; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Commission of the City of West Park ("City Commission") has a regularly scheduled meeting of the City Commission set for February 3, 2016; and

WHEREAS, due to visits scheduled in Tallahassee, Florida with state legislators for February 2nd - 4th, 2016, the City Commission desires to cancel the regularly scheduled City Commission meeting of February 3, 2016; and

WHEREAS, the City Commission has determined that such action is in the best interest of the City and its residents.

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. Cancellation of Regularly Scheduled City Commission Meeting. The City Commission of the City of West Park hereby cancels the regularly scheduled City Commission meeting of February 3, 2016.

Section 3. Authorization of City Administrator. The City Administrator of the City of West Park is hereby authorized to take all necessary and expedient action to carry out the intent of this Resolution.

Section 4. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and **ADOPTED** this 20th day of January 2016.

_____

Eric H. Jones, Jr., Mayor

ATTEST:

_____
Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, Esq.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Dorsett	_____ (Yes)	_____ (No)
Commissioner Johnson	_____ (Yes)	_____ (No)
Commissioner Judeikis	_____ (Yes)	_____ (No)
Vice-Mayor Mack	_____ (Yes)	_____ (No)
Mayor Jones	_____ (Yes)	_____ (No)

RESOLUTION NO. 2016-06

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMMINISTRATOR TO SUBMIT AN APPLICATION FOR THE COMMUNITY FOUNDATION OF BROWARD'S "DIGNITY IN AGING" GRANT PROGRAM FOR AN AMOUNT UP TO ONE HUNDRED THOUSAND DOLLARS ($100,000.00); PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Administrator of the City of West Park ("City") has recommended that the City apply for the Community Foundation of Broward's "Dignity in Aging" Grant Program ("CFOB") for the purpose of providing assistance to the elderly population within the City; and

WHEREAS, submission of an application would impact the establishment of innovative systems of care so that the elderly can get needed help and address the rise in older adults needing assistance with every day activities, such as cooking and personal care services in our community; and

WHEREAS, the City is requesting funds in an amount up to One Hundred Thousand Dollars ($100,000.00) from the grant making authority to complete the proposed project; and

WHEREAS, the City Commission of the City of West Park ("City Commission") deems this application vitally important to the residents of the City; and

WHEREAS, the City Commission, upon recommendation of the City Administrator, desires to authorize the City Administrator to submit the CFOB "Dignity in Aging" grant application.

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 City Administrator. The City Commission of the City of West Park, Florida hereby authorizes the City Administrator to submit the Community Foundation of Broward's "Dignity in Aging" Grant Program ("CFOB") for the purpose of providing assistance to the elderly population within the City as described in Exhibit "A", attached hereto. The City Administrator is further authorized to take all necessary

and expedient action to carry out the aims of this Resolution, including such modifications to the application as may be necessary to facilitate timely submission thereof.

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

PASSED and **ADOPTED** this 20th day of January 2016.

_____
Eric H. Jones, Jr., Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, Esq.
City Attorney

Moved by: _____

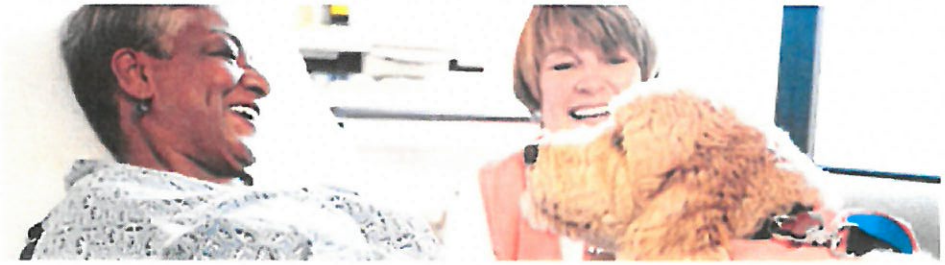
Seconded by: _____

VOTE:

Commissioner Dorsett	_____ (Yes)	_____ (No)
Commissioner Johnson	_____ (Yes)	_____ (No)
Commissioner Judeikis	_____ (Yes)	_____ (No)
Vice-Mayor Mack	_____ (Yes)	_____ (No)
Mayor Jones	_____ (Yes)	_____ (No)

COMMUNITY FOUNDATION OF BROWARD
For Good. For Ever

Dignity in Aging



By the year 2050, for the first time in history, seniors over the age of 60 will outnumber children under the age of 15.

ISSUE

Florida has the highest concentration of older Americans in the country and Broward has Florida's fastest growing population of people over 85. More than half report they need help with everyday activities. Elder services receive just 2% of County dollars, the lowest of all seven of the County's focus areas.

WHY IT MATTERS

An increase in the availability and quality of support services for those over 80 has the potential to improve the quality of life of 1 in every 5 Broward residents.

OUR GOAL

To update systems, connect access points, and strengthen programs to meet the growing needs of the rapidly expanding population of residents over 80.

WHAT WE'RE LOOKING FOR

Projects we will support, must demonstrate impact in one or more areas:

News

Behind the Scenes of "WE"...The Passion & Rhythm of the People
September 15, 2015

"art loft" TV series features the Foundation's "Art of Community" documentary
June 12, 2015

First VisualEYES Mural in Port Everglades
May 29, 2015

Urban Art Trail in FAT Village
May 27, 2015

Duende Celebration - Broward 100: Celebrating the Art of Community
May 13, 2015

Art of Community Documentary Premieres at Fort Lauderdale International Film Festival

- Increase connections between service providers to create a continuum of care and address gaps so that elderly can have easier access to information and services. Creation/establishment of innovative systems of care so elderly get the help they need when they need it.
- Strengthen and expand programs that help maintain independence and mental and physical health. Address the rise in older adults needing help with every day activities such as driving, finances, housework, cooking, and personal care services. Alleviate social isolation and engage elderly in ways to improve mental and physical health.
- Affect the quality and innovation of caregiving services for total family health with attention to alleviation of physical and psychological health of the caregiver that results from chronic stress, which comprises the quality of care to the elders they serve.

At the Table: Issues that Matter

What can your organization do to positively impact our aging residents? Join us for a lively discussion about Dignity in Aging and get to know about Issues that Matter at the Community Foundation of Broward.

Dignity in Aging #1
Wednesday, January 6 from 9:00-10:00 a.m.

Register

Dignity in Aging #2
Friday, January 8 from 2:00-3:00 p.m.

Register

November 14, 2014

Artist Tapped for Sidewalk Art Project
May 10, 2013

Ft. Lauderdale Residents & Artists "Paint The Town"
March 3, 2013

Philanthropy 50
February 10, 2013

Hollywood receives $100K grant for sidewalk art project
March 15, 2013

Nonprofits adding business skills
March 3, 2013

LGBT students, allies, adults to perform Youth Pride Band concert Sunday at Broward Center
Feb. 21, 2013

Community Foundation of Broward 910 East Las Olas Boulevard, Suite 200 | Fort Lauderdale, FL 33301 | Phone: 954-761-9503 | Fax: 954-761-7102

RESOLUTION NO. 2016-07

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE EDWARD BYRNE MEMORIAL JUSTICE ASSSISTANCE GRANT FROM THE FLORIDA DEPARTMENT OF LAW ENFORCEMENT FOR THE PURCHASE AND INSTALLATION OF COMPUTER LABORATORY SURVEILLANCE CAMERAS AT MARY SAUNDERS PARK; AUTHORIZING CITY ADMINISTRATOR TO EXECUTE THE NECESSARY DOCUMENTATION FOR SUBMITTAL; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Florida Department of Law Enforcement (FDLE) has received an award from the United States Department of Justice for Federal Fiscal Year (FFY) 2015 grant funds; and

WHEREAS, the City of West Park ("City") has been allocated the amount of Three Thousand Nine Hundred Seventy-One Dollars ($3,971.00) from the Edward Byrne Memorial Justice Assistance grant program from FDLE pending submission of an application; and

WHEREAS, the purpose of the grant is to facilitate the purchase and installation of security surveillance cameras in the new computer laboratory at Mary Saunders Park located at 4750 SW 21st Street within the City; and

WHEREAS, the City Administrator recommends that the City Commission grants authorization to submit an application for the Justice Assistance Grant for the purpose of reducing crime and enhancing public safety at the Mary Saunders Park location; and

WHEREAS, the City Commission of the City of West Park ("City Commission") deems the installation of computer laboratory surveillance cameras at Mary Saunders Park to be important to the residents of the City; and

WHEREAS, the City Commission desires to authorize the City Administrator to submit a grant application and all other documentation necessary for award of FDLE funds.

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 City Administrator. The City Administrator is hereby authorized to submit an application and all other documentation necessary for award of grant funds from FDLE and 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 20th day of January 2016.

_____
Eric H. Jones, Jr., Mayor

ATTEST:

_____
Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, Esq.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Dorsett	_____ (Yes)	_____ (No)
Commissioner Johnson	_____ (Yes)	_____ (No)
Commissioner Judeikis	_____ (Yes)	_____ (No)
Vice-Mayor Mack	_____ (Yes)	_____ (No)
Mayor Jones	_____ (Yes)	_____ (No)

FDLE

Florida Department of
Law Enforcement

Richard L. Swearingen
Commissioner

Business Support
Office of Criminal Justice Grants
Post Office Box 1489
Tallahassee, FL 32302-1489
(850) 617-1250
www.fdle.state.fl.us

Rick Scott, *Governor*
Pam Bondi, *Attorney General*
Jeff Atwater, *Chief Financial Officer*
Adam Putnam, *Commissioner of Agriculture*

December 11, 2015

The Honorable Eric H. Jones
Mayor
City of West Park
1965 South State Road 7
West Park, Florida 33023

Re: Federal Fiscal Year (FFY) 2015 Edward Byrne Memorial Justice Assistance Grant (JAG) Program – Florida JAG Direct

Dear Mayor Jones:

The Florida Department of Law Enforcement (FDLE) has received an award from the United States Department of Justice (USDOJ) for FFY 2015 JAG funds. These grant funds are distributed to units of local government based on local population and crime statistics reported to FDLE.

FDLE has allocated $3,971.00 from this award for use by your agency, in accordance with the Florida JAG Direct distribution provision of Chapter 11D-9, Florida Administrative Code. Please note these funds require monthly or quarterly expenditure and performance reporting. General instructions regarding the JAG direct application process can be found at the following link http://www.fdle.state.fl.us/Content/grants/jagd.aspx. Applications that do not comply with the instructions or do not include all required information will be returned for revision or will have a special condition withholding funds placed on the grant at the time of award.

Recipients must apply online using FDLE's grant management system, Subgrant Information Management Online (SIMON). SIMON can be accessed at http://simon.fdle.state.fl.us. The Project Start and End Dates on the application should reflect the period **February 1, 2016** through **June 30, 2016**.

Application completion will require an "Announcement Code" which is a security feature allowing access to the application. The Announcement Code for this application is **JAGD1516**. This code will remain active through the deadline for submission. Application completion will not be possible without the announcement code. A user manual and video tutorial are available online for assistance. The deadline for submission is **Friday, January 8, 2016**.

In addition to the electronic submission, recipients must print the completed application and required certifications and submit two hard copies (with original signatures) by **Friday, January 15, 2016** to:

Physical address for courier delivery:

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

Mailing address for USPS delivery:

Office of Criminal Justice Grants
Florida Department of Law Enforcement
P.O. Box 1489
Tallahassee, Florida 32302-1489

The intent and purpose of the JAG program is to improve the criminal justice system, reduce crime and improve public safety; and projects may be funded under any one of the JAG purpose areas. However, recipients are reminded that federal funds must not supplant those funds that have been appropriated for the same purpose, and may not be used to pay all or part of any costs, positions, expenditures, etc. the recipient is already obligated or budgeted to pay. To further clarify, federal grant funds should not be utilized to support or accomplish an agency's baseline capabilities. Instead, grant funds should be used to enhance or implement those services which the agency is not able to support or sustain within existing capabilities.

Please ensure the application clearly discusses the criminal justice or law enforcement program for which federal funds will be used, and the Scope of Work provides all required contract elements for project activities, deliverables and documentation. If funds are being requested for equipment or technology, the application should provide discussion for how that equipment will provide services or support in addition to or outside of current agency capabilities.

Our office is available Monday through Friday, 8:00a.m.– 5:00p.m. EDT at (850) 617-1250 to assist with any questions. For issues relating to SIMON, please contact Government Analyst Tim Colletti at (850) 617-1258. For questions regarding your proposal or the JAG program, please contact me or Planning Manager Randall Smyth at (850) 617-1250. We look forward to working with you to provide this important funding to Florida's agencies.

Sincerely,

Petrina T. Herring

Petrina Tuttle Herring
Bureau Chief

PTH/aw

cc: Local Law Enforcement Agency

RESOLUTION NO. 2016-08

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, RE-APPOINTING MARIAN PRATT TO THE EDUCATION ADVISORY COMMITTEE; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on December 7, 2005 the City Commission of the City of West Park ("City Commission") approved Ordinance 2005-09, which established an Education Advisory Committee; and

WHEREAS, on February 1, 2006, the City Commission passed Resolution 2006-09 initially appointing members to the Education Advisory Committee ("Advisory Committee"); and

WHEREAS, due to the expiration of an appointed term, it is necessary for the City Commission to make one (1) appointment to the Education Advisory Committee.

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

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby true and correct and incorporated by reference.

Section 2. Re-Appointment of Member. The City Commission of the City of West Park hereby re-appoints the following member to the Education Advisory Committee:

(1) Marian Pratt (Re-Appointed by Mayor Jones)

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

PASSED and **ADOPTED** this 20th day of January 2016.

_____

Eric H. Jones, Jr., Mayor

ATTEST:

_____
Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, Esq.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Dorsett	_____ (Yes)	_____ (No)
Commissioner Johnson	_____ (Yes)	_____ (No)
Commissioner Judeikis	_____ (Yes)	_____ (No)
Vice-Mayor Mack	_____ (Yes)	_____ (No)
Mayor Jones	_____ (Yes)	_____ (No)

RESOLUTION NO. 2016-09

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, FULLY SUPPORTING BROWARD COUNTY ORDINANCE 2015-45; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, On November 10, 2015, the Broward County Board of County Commissioners approved an ordinance allowing for the issuance of civil citations for the possession of twenty (20) grams or less of cannabis with associated financial penalties, community service, and educational and treatment programs; and

WHEREAS, Broward County ("County") has requested that all Broward municipalities, including the City of West Park, Florida ("City"), make known their intent for participation with the said County Ordinance; and

WHEREAS, the City Commission of the City of West Park ("City Commission) desires to make a formal statement of support offering its intent to "opt in" on Broward County Ordinance 2015-45, and all of its provisions.

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. Support for Broward County Ordinance 2015-45. The City Commission of the City of West Park, Florida hereby supports and opts-in Broward County Ordinance 2015-45. The City Administrator is further authorized to take all necessary and expedient action to inform the Broward County Administrator and otherwise carry out the aims of this Resolution.

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

PASSED and **ADOPTED** this 20th day of January 2016.

_____

Eric H. Jones, Jr., Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, Esq.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Dorsett	_____ (Yes)	_____ (No)
Commissioner Johnson	_____ (Yes)	_____ (No)
Commissioner Judeikis	_____ (Yes)	_____ (No)
Vice-Mayor Mack	_____ (Yes)	_____ (No)
Mayor Jones	_____ (Yes)	_____ (No)

CITY OF WEST PARK
INTER-OFFICE MEMORANDUM

Agenda #: 10A(ii)

To: City Commission **Date:** December 30, 2015

From: W. Ajibola Balogun, City Manager

Re: **Letter from the County Regarding Ordinance Allowing for the Issuance of a Civil Citation for the Possession of Twenty (20) grams or less of Cannabis.**

As indicated in the attached letter from the County Administrator, on November 10, 2015, the Board of County Commissioners approved an ordinance allowing for the issuance of a civil citation for the possession of twenty (20) grams or less of cannabis and associated financial penalties, community service, and educational and treatment programs. To assist the County with the development of the necessary components that are needed to enforce aspects of the County's ordinance, the County Administrator is asking whether we will be opting out of the County ordinance. Attached is a copy of the County's ordinance for your review.

To formally submit our response to the County, I will present a resolution on either decision, for your approval, during our next commission meeting.

Should you have any further questions please do not hesitate to call me.

END OF MEMORANDUM

BROWARD COUNTY
FLORIDA
BERTHA W. HENRY, County Administrator
115 S. Andrews Avenue, Room 409 • Fort Lauderdale, Florida 33301 • 954-357-7362 • FAX 954-357-7360

December 15, 2015

Municipal Managers

Re: Ordinance allowing for the issuance of a civil citation for the possession of twenty (20) grams or less of cannabis

On November 10, 2015, the Board of County Commissioners approved an ordinance allowing for the issuance of a civil citation for the possession of twenty (20) grams or less of cannabis and associated financial penalties, community service, and educational and treatment programs.

Under this Ordinance, law enforcement officers could, at their discretion, issue a civil citation instead of filing a state misdemeanor criminal charge against a person found in possession of 20 grams or less of cannabis. Citations would be prohibited in certain situations, such as simultaneous charges of driving under the influence, any felony, any violent crime, or domestic violence, or when the recipient has not satisfied a previous citation. The ordinance allows for any municipality to "opt out" if by majority vote of the governing body of the municipality, has enacted a conflicting ordinance or has elected not to be subject to the ordinance.

To assist in developing the necessary components that are needed to enforce aspects of the County's program, I am inquiring whether your municipality will be opting out of the Broward County ordinance. Please forward your response to this request to Gretchen Cassini, Assistant to County Administrator at GCassini@broward.org by December 31, 2015.

For your use, attached is the ordinance approved by the Board. If you have any questions, please contact me.

Thank you,

Bertha Henry
County Administrator

BH:AJ:lr
Attachment

cc: Mayor and Board of County Commissioners
Rob Hernandez, Deputy County Administrator
Alphonso Jefferson, Jr., Assistant County Administrator
Gretchen Cassini, Assistant to the County Administrator

ORDINANCE NO. 2015-45

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BROWARD COUNTY, FLORIDA, PERTAINING TO POSSESSION OF TWENTY (20) GRAMS OR LESS OF CANNABIS; CREATING SECTION 21-5 AND AMENDING SECTION 8½-16 OF THE BROWARD COUNTY CODE OF ORDINANCES ("CODE"); PROVIDING DEFINITIONS; PROVIDING FOR ENFORCEMENT AND SEIZURE AND DESTRUCTION OF CONTRABAND CANNABIS; PROVIDING FOR PENALTIES; AND PROVIDING FOR SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE.

(Sponsored by Vice-Mayor Martin David Kiar, Commissioner Beam Furr, and Commissioner Dale V.C. Holness)

WHEREAS, Florida law makes possession of twenty (20) grams or less of Cannabis a misdemeanor of the first degree, punishable by imprisonment for up to one (1) year; and

WHEREAS, even if a person is found not guilty of such a charge, that person may, as a result of being charged with a crime, suffer serious negative consequences at work, and encounter difficulty obtaining a license in some professions; and

WHEREAS, as shown by the 68 percent of participating Broward County residents who voted in favor of medical marijuana in a recent referendum, many people support new approaches to regulation of this substance; and

WHEREAS, filing criminal charges for possession of twenty (20) grams or less of Cannabis for personal use is time consuming for law enforcement officers, who might otherwise spend their time addressing more serious crimes; and

WHEREAS, effective drug treatment and education programs can help participants overcome abuse and related problems,

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF BROWARD COUNTY, FLORIDA:

Section 1. Section 21-5 of the Broward County Code of Ordinances is hereby created to read as follows:

[Underlining omitted]

Sec. 21-5. Possession of twenty (20) grams or less of Cannabis.

(a) *Definitions.*

(1) "Cannabis" means all parts of any plant of the genus *Cannabis*, whether growing or not, or the seeds thereof. The term does not include "low-THC cannabis," as defined in Section 381.986, Florida Statutes, if manufactured, possessed, sold, purchased, delivered, distributed, or dispensed in conformance with that section. "Cannabis" also does not include the resin extracted from the plants of the genus *Cannabis*, or any compound manufacture, salt, derivative, mixture, or preparation of such resin.

(2) "Citation" means a notice of violation of this section, issued on a form approved by the County Administrator or designated representative and approved as to legal sufficiency by the County Attorney.

(3) "Educational Program" means a presentation of information about the risks and effects of substance abuse. The County Administrator shall designate a person, persons, or entity with appropriate knowledge of the field of substance abuse to select or prepare the Educational Program in a manner consistent with standards of that field.

(4) "First or Second Violation" means a violation of this section by a person who has received no more than one (1) previous Citation under this section, not counting Citations for which the person has been adjudicated not guilty.

(5) "Screening" means evaluation of a person who receives a Citation under this Ordinance, for the purpose of determining the person's need for drug treatment or intervention. The County Administrator shall designate a person, persons, or entity with appropriate knowledge of the field of substance abuse to conduct the Screenings in a manner consistent with standards of that field.

(6) "Third Violation" means a violation of this section by a person who has been found in violation of, or pleaded guilty to, violating this section on two (2) previous occasions.

(7) "Treatment" means a professional clinical intervention for the purpose of mitigating a substance abuse condition. The County Administrator shall designate a person, persons, or entity with appropriate knowledge of the field of substance abuse to conduct the Treatment in a manner consistent with standards of that field.

(b) It shall be a violation of this section for any person to be in actual or constructive possession of twenty (20) grams or less of Cannabis.

(c) *Enforcement – In general.*

(1) This section shall be enforceable throughout Broward County, except within the boundaries of any municipality that, by majority vote of the governing body of the municipality, has enacted a conflicting ordinance or has formally elected not to be subject to the provisions of this section.

(2) Any law enforcement officer in a jurisdiction in which this section applies shall have the discretion to issue a civil Citation under this section in lieu of a state misdemeanor charge for the same Violation, subject to the following limitations:

a. No Citation shall be issued under this section if the Violation occurred during an incident in which the defendant also was charged with any felony, driving under the influence, a violent crime, or an incident of domestic violence, as those Violations are defined under state law.

b. No Citation shall be issued under this section if the recipient has failed, in connection with a prior Citation, to either file an appeal pursuant to Chapter 8½ of this Code within ten (10) days after receipt, pay the fine within thirty (30) days after receipt, or participate in community service within sixty (60) days after receipt, or participate in a Screening and an Educational Program, and any required Treatment, as provided for in this section, unless the recipient was adjudicated not guilty in an appeal under Chapter 8½. Further, no Citation shall be issued under this section to any person who has been adjudicated guilty under this section pursuant to Chapter 8½ and failed to comply with the order of the hearing officer.

c. Citations for First, Second, and Third Violations may be issued only as provided in subsections (d) and (e) below.

d. No Citation shall be issued to any person who already has received a Citation for a Third Violation.

(d) *Enforcement – First or Second Violation.*

(1) Any person in violation of this section shall, for the First or Second Violation, be subject to penalties in accordance with Chapter 8½ of the Broward County Code of Ordinances ("Code"), subject to the following exceptions.

a. In lieu of paying the fine specified in Chapter 8½, a person in violation of this section may elect to participate in a community service program approved by the County Administrator or designated representative. The number of hours of community service required shall be eight (8) hours for the First Violation and sixteen (16) hours for the Second Violation. A hearing officer also may permit a person found guilty of violating this section to participate in community service in lieu of a fine.

b. Alternatively, in lieu of paying the fine specified in Chapter 8½ or performing the public service specified above, a person in violation of this section may elect to participate in a drug Treatment or Educational Program. Any cost of participation in such a drug Treatment or Educational Program shall be paid by the person cited at fees approved by the County Administrator or designated representative. Such fees may be set on a sliding scale. A hearing officer also may permit a person found guilty of violating this section to participate in a drug Treatment or Educational Program in lieu of a fine.

(2) Enforcement procedures for First or Second Violations shall be as provided in Sections 125.69 and 162.21, Florida Statutes, and Chapter 8½ of this Code.

a. A violation of this section shall be considered "irreparable or irreversible" within the meaning of Chapter 8½ of this Code, such that a Citation may be issued immediately to any person found in violation.

b. Law enforcement officers shall be deemed "code inspectors" within the meaning of Chapter 8½ of the Code.

c. Regardless of what agency issues a Citation under this section, the County shall administer adjudication.

(3) Any person who receives a Citation for a First or Second Violation under this section but fails to either file an appeal pursuant to Chapter 8½ of this Code within ten (10) days after receipt, pay the fine within thirty (30) days after receipt, or participate in community service within sixty (60) days after receipt, or who is adjudicated guilty under this section pursuant to Chapter 8½ and fails to comply with the order of the hearing officer, shall be reported to the agency that issued the Citation for further action.

(d) *Enforcement – Third Violation.*

(1) As a condition for receiving a civil Citation for a Third Violation under this section in lieu of a misdemeanor charge, the recipient must consent to participate in a Screening and then to either complete required Treatment and Educational Programs or pay a fine, depending on the result of the Screening. The recipient also must consent to pay for the cost of

participation in Treatment and Educational Programs, if warranted by the Screening. The County Administrator or designated representative shall set the cost of participation. Such fees may be set on a sliding scale. In lieu of paying a fine when no Treatment or Educational Program is warranted, the recipient may elect to perform sixteen (16) hours of community service.

(2) Any person who withdraws consent to participate in a Screening or Treatment or an Educational Program, or who fails to comply with the terms of a Citation issued under this section within a reasonable period of time, as set by the County Administrator and stated in the Citation, shall be reported to the agency that issued the Citation for further action.

(e) *Seizure and destruction of contraband Cannabis.*

(1) Any contraband Cannabis that is the subject of a violation of this section may be seized for evidentiary use.

(2) Contraband Cannabis seized pursuant to this section, after its use as evidence is no longer required, may be destroyed in the same manner used to destroy narcotics as provided by law.

Section 2. Section 8½-16 of the Broward County Code of Ordinances is hereby amended as follows:

[Underlining omitted]

...

(z) Violations of Section 21-5, Relating to Possession of Twenty (20) Grams or Less of Cannabis:

	Violation	*Fine*		
		First Violation	*Second Violation*	*Third Violation*
(1)	Prohibited possession of Cannabis (sec. 21-5)	$100.00	$250.00	$500.00

These fines may be waived if the violator instead completes community service hours or participates in an Educational or Treatment Program as prescribed in Section 21-5 of the Code.

Section 3. SEVERABILITY.

If any portion of this Ordinance is determined by any Court to be invalid, the invalid portion shall be stricken, and such striking shall not affect the validity of the remainder of this Ordinance. If any Court determines that this Ordinance, or any portion hereof, cannot be legally applied to any individual(s), group(s), entity(ies), property(ies), or circumstance(s), such determination shall not affect the applicability hereof to any other individual, group, entity, property, or circumstance.

Section 4. INCLUSION IN CODE.

It is the intention of the Board of County Commissioners that the provisions of this Ordinance shall become and be made a part of the Broward County Code; and that the sections of this Ordinance may be renumbered or relettered and the word "ordinance"

may be changed to "section," "article," or such other appropriate word or phrase in order to accomplish such intentions.

Section 5. EFFECTIVE DATE.

This Ordinance shall become effective as provided by law.

ENACTED November 10, 2015

FILED WITH THE DEPARTMENT OF STATE November 17, 2015

EFFECTIVE November 17, 2015

Approved as to form and legal sufficiency:
Joni Armstrong Coffey, County Attorney

By */s/Scott Andron* 11/17/15
Scott Andron (Date)
Assistant County Attorney

SA/dp
11/17/15
Cannabis Ordinance Wexler.doc
#15-418.00

Coding: Words in ~~struck-through~~ type are deletions from existing text. Words in underscored type are additions.

RESOLUTION NO. 2016-10

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, PIGGYBACKING THE TOWN OF PALM BEACH, FLORIDA'S REQUEST FOR PROPOSAL #2015-30 TO PROVIDE BILLING ACCOUNT COLLECTIONS FOR EMERGENCY MEDICAL SERVICES AND OTHER ACCOUNTS RECEIVABLE FROM APPLIED BUSINESS SERVICES, INC.; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE NECESSARY AND EXPEDIENT ACTION; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of West Park ("City") is in need of an independent contractor to perform billing collection services for emergency medical services and other accounts receivable; and

WHEREAS, the City Commission of the City of West Park ('City Commission") deems this service vitally important to the residents of the City; and

WHEREAS, the City desires to piggyback the Town of Palm Beach's Request for Proposal ("RFP") #2015-30 and accept the awarded proposal submitted by Applied Business Services, Inc. for billing account collections related to emergency medical services and other accounts receivable in response thereto; and

WHEREAS, the City Commission, upon recommendation of the City Administrator, desires to piggyback the Town of Palm Beach's RFP #2015-30 for billing collection services from Applied Business Services, Inc., at a cost not to exceed the unit prices for services as set forth in the contract marked Exhibit "A" and attached hereto.

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. Piggybacking Town of Palm Beach RFP #2015-30. The City Commission of the City of West Park hereby piggybacks the Town of Palm Beach's RFP #2015-30 for the provision of billing collection services from Applied Business Services, Inc., at a cost not to exceed the unit prices for services as set forth in the Agreement marked Composite Exhibit "A" and attached hereto.

Section 3. Authorization of City Administrator. The Mayor and City Administrator are hereby authorized to execute the Agreement attached hereto marked as Composite Exhibit "A" for billing collection services. The City Administrator is further authorized to take all necessary and expedient action to carry out the intent of this Resolution.

Section 4. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and **ADOPTED** this 20th day of January 2016.

_____
Eric H. Jones, Jr., Mayor

ATTEST:

_____
Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Weeks, Esq.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Dorsett	_____ (Yes)	_____ (No)
Commissioner Johnson	_____ (Yes)	_____ (No)
Commissioner Judeikis	_____ (Yes)	_____ (No)
Vice-Mayor Mack	_____ (Yes)	_____ (No)
Mayor Jones	_____ (Yes)	_____ (No)

Town of Palm Beach
RFP No. 2015-30

BILLING COLLECTION SERVICES

CONTRACT

THIS CONTRACT made and entered into this 13th day of October, 2015, by and between the Town of Palm Beach, Florida, hereinafter referred to as the TOWN, and APPLIED BUSINESS SERVICES, INC. d/b/a SECURITY COLLECTION AGENCY (SCA), a North Carolina based corporation, whose address is 617 Soundside Road, Edenton, North Carolina 27932, hereinafter referred to as the CONTRACTOR.

WITNESSETH, that the CONTRACTOR and the TOWN for the considerations hereinafter named agree as follows:

The CONTRACTOR hereby agrees to furnish services for delinquent accounts referred to CONTACTOR by the TOWN in accordance with the provisions for the project entitled:

RFP NO. 2015-30
BILLING COLLECTION SERVICES

All in accordance with the requirements and provisions of the following documents which are hereby made a part of this Contract:

All work performed shall be in accordance with the following documents:

A. Specifications set forth in RFP No. 2015-30, Billing Collection Services, a copy of which is attached hereto and hereby made a part of this Contract.

B. Response to RFP No. 2015-30 from CONTRACTOR, a copy of which is attached hereto and hereby made a part of this Contract.

This agreement incorporates by reference all of the documents set forth above.

Contract Sum Proposal

The Contractor herein shall receive as compensation for its services from the Town, twenty percent (20%) as its fee on all placed accounts regardless of the source of payment, where or how payment is made. Sums paid directly to the Town are moneys collected pursuant to this Agreement. Town agrees that Contractor shall be compensated on a NET basis, whereby Contractor automatically deducts its compensation from monthly collection payments. Remaining balance, if any, after automatic deduction shall be paid by Town within thirty (30) days of notification.

Upon written request of the Town for return of accounts, Contractor shall return the accounts to the Town at no charge or billed commission on any account that was placed in error or any account previously submitted but requested to be returned to the Town. Only upon approval of the Town's Director of Finance will the Contractor pursue legal action for collection.

These fees include the entire scope of work. The Town of Palm Beach will not incur any additional fees other than those stated herein.

Confidentiality

A. The parties acknowledge and agree that as a result of and through the performance of this agreement it may become necessary to disclose to the other party confidential information. Confidential information shall be considered to include, but not be limited to, information contained on computer hard drives, disks, tapes or other computer media that contains, among other things, the names, addresses, account numbers, phone numbers, and other pertinent information regarding Town's customers; all written communications to Town customers; and all such other materials provided by either party for use in the performance of this agreement ("confidential information").

B. For purposes of this agreement, confidential information shall not include anything that is well known in the trade; that is now or that may become available to the public through no fault of the receiving party or breach of the agreement; that is disclosed with the prior written approval of the disclosing party; that is required to be disclosed by law or, that was lawfully disclosed to the receiving party by a third party; or that was independently developed by the receiving party as evidenced by the receiving party's written records.

C. The parties agree that all confidential information shall remain the exclusive property of the disclosing party. The receiving party shall safeguard and hold confidential from disclosure all confidential information received from the disclosing party and will use the same degree of care it uses to protect its own confidential information, but in no event any less than reasonable care. The parties agree to use and not to share or divulge any confidential information except with those of its employees or third parties having a "need to know" in order to carry out their function in connection with such efforts or the administration of this agreement, and who have been advised of the conditions and are subject to the obligations set forth herein, except as maybe required by law. All confidential information received shall be returned to the disclosing party upon written request or upon the termination of this agreement.

D. In addition, Contractor agrees to maintain the confidentiality of any debtor health-related information it may receive from Town and shall:

1. Use appropriate safeguards to prevent any use or disclosure of such information, other than as permitted or required by law;

2. Not use or further disclose such information in a manner that would violate the requirements of law;

3. Report to Town any use or disclosure of such information in violation of this agreement of which it becomes aware;

4. Advise any subcontractors or agents to whom such information is provided that they are bound by and subject to the same restrictions and obligations that apply to Contractor with respect to such information;

5. Make its internal practices, books, and records relating to the use and disclosure of such information available to Town and/or State and/or Federal agencies for purposes of determining compliance with the law; and

6. Upon termination of this agreement, return or destroy all such information received from Town, including all copies. The destruction or return of such information shall be determined by TOWN.

Indemnification

To the fullest extent allowed by law, the Contractor shall protect, defend, reimburse, indemnify and hold harmless the Town of Palm Beach, and the Town's officers, agents, employees, free and harmless from and against any and all claims, losses, penalties, damages, settlements, costs, charges, attorneys' or other professional fees, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, cause or causes of action of every kind and character in connection with, or arising directly or indirectly out of or related to this agreement and the work performed hereunder. Without limiting the generality of the foregoing, Contractor's indemnity shall include all claims, damages, losses, or expense arising out of or related to personal injury, death, damages to property, defects in material or workmanship, actual or alleged infringement of any patent, trademark, copyright, proprietary information, or applications of any thereof, or of any other tangible or intangible personal or property right, or any actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation, or order of any court. Contractor agrees to investigate, respond, adjust and provide a defense for all and any such claims, demands and actions at Contractor's sole expense and agrees to bear and remain liable for all such other costs and expenses relating thereto, even if such claim is groundless, false, or fraudulent. Notwithstanding the foregoing, Contractor's indemnity shall not extend to liability for damages to persons or property to the extent such damage was caused by any act, omission or default of the Town or by the Town's officers, agents and employees.

Contractor acknowledges and agrees that Town would not enter into a contract without this indemnification of Town by Contractor and that Town's entering into a contract shall constitute good and sufficient consideration for this indemnification. These provisions shall survive the expiration of earlier termination of the agreement. Nothing in this agreement shall be construed to affect in any way the Town's rights, privileges and immunities as set forth in Florida Statute 768.28.

Termination

A. Termination for Convenience

1. This Agreement may be terminated for convenience by either party upon not less than thirty (30) days prior written notice to the other party.

2. Upon termination of this Agreement for convenience, Contractor will continue to provide services for 180 days (the "Termination Period"). Any accounts that have active payment arrangements at the conclusion of the Termination Period may be kept by Contractor for an additional 180 days from the date the last payment was made.

3. Contractor shall deliver to Town a list of Town's accounts upon returning such accounts.

4. Contractor will remit the total amount held in trust to Town within thirty (30) days of termination of the Agreement for convenience, and return all Referred Accounts to Town with the time frame specified in Section 2 above. Town will pay all outstanding commissions due to Contractor, if any, within thirty (30) days of the later to occur of (a) the date of termination, or (b) receipt by Town of Referred Accounts.

B. Termination for Cause

1. In the event of discovery of a material breach or default of the Agreement by Contractor or Town, the non-breaching party shall first give notice in writing to the breaching party and will cooperate with the party's good faith efforts to resolve the material breach or default within thirty (30) days (the "Cure Period"). If the breaching party fails to cure during the Cure Period, the non-breaching party may immediately terminate the Agreement for cause.

2. Upon termination of the Agreement for cause by Town, all Referred Accounts shall be returned to Town immediately. Upon termination of the Agreement for cause by Contractor, Contractor shall have the option of returning Referred Accounts immediately to Town or within the time frame specified in Section A (2) above.

Governing Law and Venue

This agreement shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the agreement will be held in Palm Beach County and the agreement will be interpreted according to the laws of Florida.

IN WITNESS WHEREOF, the parties hereto have executed this Contract the day and year first above written.

WITNESS:

Lyvanda A. Bell

Garrett Bahr

CONTRACTOR:

Applied Business Services, Inc.
d/b/a Security Collection Agency

By Lucy A. McKeller

Lucy A. McKeller Director Business Development
Print Name and Title

ATTEST: Pam Grant
Secretary

WITNESS:

Cheryl Kleen

Gayle Gordon

TOWN OF PALM BEACH, FLORIDA

By Thomas G. Bradford
Thomas G. Bradford, Town Manager

ATTEST: Susan A. Owens
Town Clerk

Recommend Approval:

Date: 09/15/15, 2015

Approved as to legal form and sufficiency

John C. Randolph, Town Attorney

Date: 9/9, 2015

RESOLUTION NO. 103-2015

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, AWARDING A CONTRACT BETWEEN THE TOWN OF PALM BEACH AND APPLIED BUSINESS SERVICES D/B/A SECURITY COLLECTION AGENCY TO PROVIDE BILLING ACCOUNT COLLECTIONS FOR EMERGENCY MEDICAL SERVICES AND OTHER ACCOUNTS RECEIVABLE AND AUTHORIZING THE TOWN MANAGER TO EXECUTE THE SAME ON BEHALF OF THE TOWN.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, as follows:

Section 1. The Town of Palm Beach billing collection services contract for Emergency Medical Services and other accounts receivable is hereby awarded to Applied Business Services d/b/a Security Collection Agency.

Section 2. The Town Manager, or his designee, is hereby authorized and directed to execute a Contract on behalf of the Town of Palm Beach for billing collection services with Applied Business Services d/b/a Security Collection Agency.

Section 3. The Town Manager, or his designee, is hereby authorized and directed to take further actions as may be necessary to effectuate the implementation of said contract.

TABLE OF CONTENTS

TOWN OF PALM BEACH

RFQ NO. 22-2011
EMERGENCY MEDICAL SERVICES (EMS)
COLLECTION SERVICES

PART I

PROPOSAL GUIDELINES

1-1 Introduction: The Town of Palm Beach, Florida is soliciting Requests for Proposals (RFQ) for Emergency Medical Services (EMS) Collection Services.

1-2 Proposal Submission and Withdrawal: The Town must receive all proposals by **2:00 P.M. on January 12, 2011**. The proposals shall be submitted to the Town of Palm Beach Purchasing Department, 951 Old Okeechobee Road, Suite"D", West Palm Beach, FL. 33401.

1-3 Number of Copies: Proposers shall submit an **original and three (3) copies** of the proposal. The Proposer will be responsible for timely delivery, whether by personal delivery, US Mail or any other delivery medium.

1-4 Development Costs: Neither the Town nor its representatives shall be liable for any expenses incurred in connection with preparation of a response to this Request for Quotation. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the Proposer's ability to meet the requirements of the RFQ.

1-5 Inquiries: Interested Proposers may contact the Town's Asst. Purchasing Agent, Adis Pedraza, regarding questions about the proposal by telephone at (561) 227-7000 or by facsimile at (561) 835-4688. The Purchasing Division is located at 951 Old Okeechobee Road, Suite "D", West Palm Beach, FL 33401.

The Asst. Purchasing Agent will receive written requests for clarification concerning the meaning or interpretations of the RFQ, until eight (8) days prior to the submittal date. Town personnel are authorized only to direct the attention of prospective Proposers to various portions of the RFQ so that they may read and interpret such for themselves.

No employee of the Town is authorized to interpret any portion of this RFQ or give information as to the requirements of the RFQ in addition to what is contained in the written RFQ document.

1-6 Addendum: The Town may record its response to inquiries and any supplemental instructions in the form of written addenda. The Town may provide written addenda up to seven (7) calendar days before the date fixed for receiving the proposals. Proposers shall contact the Town to ascertain whether any addenda have

been issued. Failure to do so could result in an unresponsive proposal. Any oral explanation given before the RFQ opening will not be binding.

All Proposers are expected to carefully examine the proposal documents. Any ambiguities or inconsistencies should be brought to the attention of the Town Purchasing Agent through written communication prior to the opening of the proposals.

1-7 Contract Awards The Town anticipates entering into an Agreement with the Proposer who submits the proposal judged by the Town to be most advantageous.

The Town reserves the right to accept or reject any or all proposals, with or without cause, to waive technicalities or to accept the proposal which, in its sole judgment, best serves the interest of the Town.

Any proposal may be withdrawn until the date and time set above for the submission of the proposals. Any proposal not so withdrawn shall constitute an irrevocable offer for a period of six (6) months to provide to the Town the services set forth in this Request for Proposals.

The Town reserves the right to reject all proposals, to abandon the project and/or to solicit and re-advertise for other proposals.

1-8 Contractual Agreement: This RFQ shall be included and incorporated in the final award. The order of contractual precedence will be the Contract or Price Agreement document, original Terms and Conditions, and contractor response. Any and all legal action necessary to enforce the award will be held in Palm Beach County and the contractual obligations will be interpreted according to the laws of Florida. **Any additional contract or agreement requested for consideration by the Proposer must be attached and enclosed as part of the proposal.**

The RFQ shall be awarded for an annual contract of twelve (12) months with the option to renew the contract for up to three (3) additional twelve (12) month periods. Option for renewal will only be exercised upon written mutual agreement and with all original terms, conditions and *pricing (adjustments may be made to pricing based on the Consumer Price Index at the time of* renewal) with no other deviations. Price adjustments upon renewal shall be based on the percent change in the Consumer Price Index, All Urban Consumers, for the Miami-Fort Lauderdale Region from June to June of each prior and renewal year respectively, as published by the United States Department of Labor. Any renewal will be subject to appropriation of funds by the Town Council

1-9 Public Records: Upon award recommendation or ten (10) days after opening, whichever occurs first, proposals become "public records" and shall be subject to public disclosure consistent with Chapter 119 Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in the response to the RFQ, and must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary. Document files may be examined, during normal working hours.

1-10 News Releases: The Proposer shall obtain the prior approval of the Town Manager's Office of all news releases or other publicity pertaining to this RFQ, the service, or project to which it relates.

1-11 Insurance: The contractor shall provide at it's own cost and expense during the life of the contract, the following insurance coverages to the Town of Palm Beach (10) ten business days prior to the commencement of any work. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The insurance shall be evidenced by certificates and/or policies as determined by the Town of Palm Beach. A 30 day written notice of cancellation, non-renewal or modification of any stipulated insurance shall be mailed to the hiring department via registered, return receipt requested mail. Note: 10 day Notice of Non-Payment is acceptable if Certificate of Insurance indicates 30 day notice for cancellation, non-renewal, or modifications. The Town of Palm Beach reserves the right to require additional coverages and limits based upon the particular service or change in service provided by the contractor.

Comprehensive General Liability Insurance coverage with limits of liability not less than $1,000,000 Each Occurrence/$2,000,000 Aggregate. The Certificate of Insurance shall indicate an Occurrence Basis only. Claims made policies will not be accepted. The Town of Palm Beach shall be endorsed as an additional insured under the General Liability coverage.

Professional Liability/Error & Omissions with limits of liability not less than $1,000,000 each occurrence.

3rd Party crime coverage to include employee dishonesty with limits of liability not less than $1,000,000

Workers' Compensation coverage with statutory limits pursuant to Florida State Statute 440.

Employers Liability coverage with limits not less than $100,000 for each accident, $100,000 disease (each employee) and $500,000 disease (policy limit).

Umbrella or Excess Liability is required up to the minimum limit of liability if the limits of liability shown on the Certificate of Insurance under General Liability do not meet the minimum limit of liability as required.

1-12 Licenses: Proposers, both corporate and individual must be fully licensed and certified in the State of Florida at the time of RFQ submittal. The proposal of any Proposer that is not fully licensed and certified shall be rejected.

1-13 Public Entity Crimes: Award will not be made to any person or affiliate identified on the Department of Management Services' "Convicted Vendor List". This list is defined as consisting of persons and affiliates who are disqualified from public contracting and purchasing process because they have been found guilty of a public entity crime. No public entity shall award any contract to, or transact any business in excess of the threshold amount provided in Section 287.017 Florida Statutes for

Category Two (currently $25,000) with any person or affiliated on the "Convicted Vendor List" for a period of thirty-six (36) months from the date that person or affiliate was placed on the "Convicted Vendor List" unless that person or affiliate has been removed from the list. By signing and submitting the RFQ proposal forms, Proposer attests that they have not been placed on the "Convicted Vendor List".

1-14 Code Of Ethics: If any Proposer violates or is a party to a violation of the code of ethics of the Town of Palm Beach or the State of Florida with respect to this proposal, such Proposer may be disqualified from performing the work described in this proposal or from furnishing the goods or services for which the proposal is submitted and shall be further disqualified from submitting any future proposals for work, goods or services for the Town of Palm Beach.

1-15 Drug-Free Workplace: Preference shall be given to businesses with Drug-Free Work Place (DFW) programs. Whenever two or more proposals which are equal with respect to price, quality, and service are received by the Town for the procurement of commodities or contractual services, a proposal received from a business that completes the attached DFW form certifying that it is a DFW shall be given preference in the award process.

1-16 Rights and Privileges: Rights and privileges granted by the Town shall not be assigned or transferred in any manner whatsoever without written approval of the Town Council. At all times during the term of the contract the Contractor shall act as an independent contractor and at no time shall the Contractor be considered an agent or partner of the Town. The Contractor shall obtain and pay for all permits, licenses, Federal, State and Local taxes chargeable to its operation.

1-17 Lobbying Prohibited: Proposers are not to contact or lobby any Town personnel related or involved with this Request for Proposals. All oral or written inquiries are to be directed to the Purchasing Division as instructed herein. Any violation of this condition may result in rejection and/or disqualification of the Proposer.

1-18 Disclosure and Disclaimer: Any action taken by the Town in response to proposals made pursuant to this RFQ or in making any award or failure or refusal to make any award pursuant to such proposals, or in any cancellation of award, or in any withdrawal or cancellation of this RFQ, either before or after issuance of an award, shall be without any liability or obligation on the part of the Town or their advisors.

In its sole discretion, the Town may withdraw this RFQ either before or after receiving proposals, may accept or reject proposals, and may accept proposals which deviate from the RFQ. In its sole discretion, the Town may determine the qualifications and acceptability of any party or parties submitting proposals in response to this RFQ (each such party being hereinafter a "Proposer").

Following submission of a proposal, the Proposer agrees to promptly deliver such further details, information and assurances, including, but not limited to, financial and disclosure data, relating to the proposal and/or the Proposer, including the Proposer's affiliates, officers, directors, shareholders, partners and employees, as requested by the

Town.

The information contained herein is provided solely for the convenience of proposers. It is the responsibility of a Proposer to assure itself that information contained herein is accurate and complete. Neither the Town, nor their advisors provide any assurances as to the accuracy of any information in this RFQ. Any reliance on the contents of this RFQ, or on any communications with Town representatives or advisors, shall be at each Proposer's own risk. Proposers should rely exclusively on their own investigations, interpretations and analyses in connection with this matter. The RFQ is being provided by the Town without any warranty or representation, express or implied, as to its content; accuracy or completeness and no proposer or other party shall have recourse to the Town if any information herein contained shall be inaccurate or incomplete. No warranty or representation is made by the Town that any proposal conforming to these requirements will be selected for consideration, negotiation or approval.

The Town, and its representatives shall have no obligation or liability with respect to this RFQ, or the selection and award process contemplated hereunder. Neither the Town nor its representatives warrant or represent that any award or recommendation will be made as a result of the issuance of this RFQ. All costs incurred by a Proposer in preparing and responding to this RFQ are the sole responsibility of the Proposer. Any recipient of this RFQ who responds hereto fully acknowledges all the provisions of this Discloser and Disclaimer and agrees to be bound by the terms hereof. Any proposal submitted pursuant to this RFQ is at the sole risk and responsibility of the party submitting such proposal.

This RFQ is made subject to correction of errors, omissions, or withdrawal without notice. Information contained in the RFQ is for guidance only and each recipient hereof is cautioned and advised to independently verify all of such information. In the event of any differences between this Disclosure and Disclaimer and the balance of the RFQ, the provisions of this Disclosure and Disclaimer shall govern.

1-19 Proposal Contents: All material submitted becomes the property of the Town of Palm Beach. The Town has the right to use any or all ideas presented in any reply to this RFQ. Selection or rejection of the proposal does not affect this right.

1-20 Indemnification: To the fullest extent allowed by law the Contractor shall protect, defend, reimburse, indemnify and hold harmless the Town of Palm Beach, and the Town's officers, agents, employees free and harmless from and against any and all claims, losses, penalties, damages, settlements, costs, charges, attorneys or other professional fees, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, cause or causes of action of very kind and character in connection with, or arising directly or indirectly out of or related to this Contract and the Work performed hereunder. Without limiting the generality of the foregoing, Contractor's Indemnity shall include all claims, damages, losses, or expense arising out of or related to personal injury, death, damages to property, defects in materials or workmanship, actual or alleged infringement of any patent, trademark, copyright, proprietary information, or

applications of any thereof, or of any other tangible or intangible personal or property right, or any actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation, or order of any court. Contractor agrees to investigate, respond, adjust and provide a defense for, all and any such claims, demands and actions at Contractor's sole expense and agrees to bear and remain liable for all such other costs and expenses relating thereto, even if such claim is groundless, false or fraudulent. Notwithstanding the foregoing, Contractor's Indemnity shall not extend to liability for damages to persons or property to the extent such damage was caused by any act, omission, or default of the Town, or by the Town's officers, agents and employees.

Contractor acknowledges and agrees that TOWN would not enter into a contract without this indemnification of TOWN by Contractor, and that TOWN'S entering into a contract shall constitute good and sufficient consideration for this indemnification. These provisions shall survive the expiration or earlier termination of the Contract. Nothing in this Contract shall be construed to affect in any way the TOWN'S rights, privileges, and immunities as set forth in Florida Statutes 768.28.

1-21 Conflict of Interest: The award hereunder is subject to provisions of State Statutes and Town Ordinances. All Proposers must disclose with their Proposal the name of any officer, director, or agent who is also an employee of the Town of Palm Beach. Further, all Proposers must disclose the name of any Town employee who owns, directly or indirectly, an interest of ten percent (10%) or more in the Proposer's firm or any of its branches

1-22 Non-Collusion: Proposer certifies that his Proposal is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a Proposal for the same materials, services, supplies, or equipment and is in all respects fair and without collusion or fraud.

TOWN OF PALM BEACH

RFQ NO. 22-2011
EMERGENCY MEDICAL SERVICES (EMS) COLLECTION SERVICES
PART II

NATURE OF SERVICES REQUIRED

2-1 PURPOSE AND SCOPE OF SERVICES

The Town of Palm Beach (hereinafter known as "Town") seeks proposals from qualified firms to provide Emergency Medical Services (EMS) Collection Services

The Town of Palm Beach, Florida was incorporated in 1911 and is located on a barrier island in the eastern part of Palm Beach County. The Town serves a full-time resident population of approximately 9,700 plus an estimated 15,000 additional seasonal residents.

The Town is Customer Service oriented and firmly believes in a positive approach in dealing with debtors. The Contractor shall not use tactics that may be interpreted as harassment or as demeaning or that may reflect poorly on the Town's efforts. The Town requires the Contractor to exercise high ethical standards in their collection philosophy and techniques. The Contractor shall conduct its collection business in a professional manner, which will preserve the dignity of the Town and its relationship with its residents.

The Contractor shall meet with the Town at least annually to review processes.

Legal Requirements:

The Contractor shall handle and process all accounts referred by the Town in strict conformity with all applicable Federal and State of Florida laws.

2-2 WORK TO BE PERFORMED

The selected firm will provide the following services:

- Perform all necessary services on the Town's behalf in order to obtain collection of amounts due to the Town on accounts submitted to the collection agency
- Collection activities, which include, but are not limited to, telephone contact, mail correspondence, skip tracing and credit bureau reporting
- Provide monthly reports to the Town detailed for each Town department for the following items:
    1. Acknowledgement of new accounts submitted
    2. Status of all accounts submitted
    3. Accounts no longer being pursued and the reason why
    4. Active accounts showing the amount submitted, amount paid in the

current period (30 days), amount paid to date, balance remaining on the account and amount of commission resulting from any current payment
5. Summary report detailing by year the number of accounts and amounts placed in collection, average amount of account in collection, collection payments received to date, percentage of collection, and commission to date

- Remit the amount due to the Town resulting from payments made directly to the agency by the 15th of each month
- Return to the Town at no charge or billed commission any account that was placed in error or any account previously submitted but requested returned by the Town for Town and/or legal follow up and collection – Only upon approval by the Town's Director of Finance will the agency pursue legal action for collection
- Accept any account submitted to the agency regardless of account amount or age of receivable
- Provide a primary and secondary contact to the Town for daily operational issues

At this time, there are approximately $81,553.05 in delinquent (over 120 days old) EMS accounts.

2-3 QUALIFICATIONS

Qualified firms will have performed Emergency Medical Services (EMS) Billing and Collection Services for government entities. The proposal shall furnish written information that is necessary to determine its responsibility and competency to successfully accomplish these services, which includes furnishing the proposer's success rate for collection of municipal and/or utility accounts.

2-4 PROPOSAL REQUIREMENTS

This document is intended to be used as the instrument to transmit proposals and to define the terms, conditions and specifications desired by the Town to receive proposals for an Emergency Medical Services (EMS) Billing and Collection Services. It is the intent of the Town to select a single proposer to supply the services necessary for successful completion of the proposal as defined herein. Nothing in this RFQ is intended to restrict the Town of Palm Beach in any way in the selection of the proposal that best meets the needs of the Town. The Town reserves the right to reject any or all offers and to negotiate changes in proposals or best and final offers.

Approach to the Project:

The proposal shall include a description of the proposed service, with any exhibits or documentation deemed essential, addressing the following phases of the proposed service:

- Overall approach and methods to achieve a scope of work
- Describe involvement of Town staff;
- Describe the current work load;

- Methodology intended to implement and accomplish collections.

Past Experience:

The proposal shall include past performance, including the total number of similar assignments. Proposals will only be considered from qualified firms.

The following information shall be included regarding the Company's experience with internal audits.

1. Provide a minimum of five (5) references for which you provided a similar service within the past five years of the scope and nature required by this RFP similar in size and scope to the Town's request. These references must include, as a minimum: name of company, contact person, address, and telephone number. References shall include the general description of the project, the dates, and whether time lines were met.

2. Letters of Commendations or Recommendation may be included in this section.

Operational Information

Proposers shall submit the following information as described in the sections below:

A) Hours of operation;

B) Proposed staffing levels;

C) Reporting mechanisms

2-5 EVALUATION AND AWARD

The Town will select proposals deemed most qualified based on the submittal criteria. The Town reserves the right to select the proposal which in the opinion and sole discretion of the Town will be in the best interest of and/or most advantageous to the Town. The Town reserves the right to waive any irregularities and technicalities and may at its discretion request re-submittal of proposals.

Evaluation Criteria - The Fire and Finance Departments will evaluate all responsive written proposals to determine which proposals best meet the needs of the Town, based on the following criteria: Qualifications, Experience and Cost Detail.

2-5 TOWN CONTRACT COORDINATOR

The Town Contract Coordinator for this project will be Belinda Hardy at (561) 838-5420 or bhardy@townofpalmbeach.com. After Notice to Proceed/Purchase Order is issued, all communications and correspondence shall be directed to Belinda Hardy, with copies of the correspondence to the Purchasing Division at 951 Old Okeechobee Road, Suite "D", West Palm Beach, FL 33401.

2-6 CONTRACT

The selected Proposer will be expected to enter into a formal agreement at the time of contract award.

The selected Proposer will also be expected to submit a scope of services for the purpose of entering into a formal contract.

2-7 COST DETAIL

Provide cost details showing commission schedules for services. Any additional information or methodology may be attached to the proposal.

The selected firm will meet with the Fire Department to determine the specific accounts for collections.

TOWN OF PALM BEACH

RFQ NO. 22-2011
EMERGENCY MEDICAL SERVICES (EMS)
COLLECTION SERVICES

PROPOSAL PAGE

1	**PERCENTAGE OF COMMISSION**	_____%

The hereby undersigned representative submits this proposal and certifies that they are an authorized representative of the proposer who may legally bind the proposer:

***SIGNATURE:** _____

Name: _____ **Title:** _____
Printed

Company:_____ **Address:**_____
Legally registered name

City:_____**State:**_____ **Zip:** _____

Telephone:_____ **Fax:**_____ **Federal ID No:** _____

Name of Contact Person: _____

Address: _____

Phone Number: _____Fax Number: _____

Acknowledgement is hereby made of the following Addenda received since issuance of this Request for proposals:

Addendum No. _____ Dated: _____ Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____ Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____ Addendum No. _____ Dated: _____

***Failure to affix signature may result in disqualification of proposal.**

RFQ NO. 22-2011

EMERGENCY MEDICAL SERVICES (EMS) COLLECTION SERVICES
PROPOSERS QUALIFICATIONS

The Vendor, as a result of this bid proposal, MUST hold a County and/or Municipal Contractor's Occupational License in the area of their fixed business location. Each bidder MUST complete the following information and submit with his/her bid in order for the bid to be considered:

(1) Legal Name and Address:

Name:_____

Address:_____

City, State, Zip: _____ Phone/Fax:_____

(2) Check One: Corporation ( ) Partnership ( ) Individual ( )

(3) If Corporation, state:
Date of Incorporation: _____ State in which Incorporated: _____

(4) If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization:_____

(5) Name and Title of Principal Officers Date Elected:

_____ _____

_____ _____

_____ _____

_____ _____

(6) The Vendor's length of time in business: _____years

(7) The Vendor's length of time (continuous) in business as a service organization in Florida: _____years

(8) All bidders must disclose with their bid the name of any officer, director or agent who is also an employee of the TOWN. Further, all bidders must disclose the name of any Town employee who owns, directly or indirectly, an interest of ten (10) percent or more in the bidder's firm or any of its branches.

Name_____Percentage of Interest: _____

(9) A copy of County and/or Municipal Occupational License(s) held by Vendor

Note: Information requested herein and submitted by the bidders will be analyzed by the Town of Palm Beach and will be a factor considered in awarding any resulting contract. The purpose is to insure that the Contractors, in the sole opinion of the Town of Palm Beach, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject contract. If there are any terms and/or conditions that are in conflict, the most stringent requirement shall apply.

CITY OF WEST PARK
INTER-OFFICE MEMORANDUM

Agenda Item #: 9A(iii)

To: City Commission **Date:** January 20th 2016

From: W. Ajibola Balogun, City Manager

Re: **Consolidation Communication System**

As follow-up to the e-mails/calls that I received regarding the attached e-mail from City of Sunrise Mayor Michael Ryan, I contacted the County Administrator's Office to seek further clarification on the issue. At our February 17th Commission meeting, the County's department that handles the Consolidation Communication System will make a brief presentation about the system and to address the issues in Mayor Ryan's e-mail, thus allowing for an informed decision on the issue.

Should you have any questions or comments please do not hesitate to call me.

END OF MEMORANDUM

Balogun, W. Ajibola

From: Ryan, Michael <MRyan@sunrisefl.gov>
Sent: Wednesday, January 13, 2016 10:45 AM
Cc: Paul O'Connell; donalddipetrillo@semtribe.com; dflournoy@cohb.org
Subject: RE: Consolidated Communications System: Police and Fire Chiefs Asking For Our Help in Implementing Changes
Attachments: Sunrise_Reso_16 16.pdf

As a follow up, attached please find a Resolution which the City of Sunrise City Commission adopted unanimously last evening. The Resolution respectfully requests that the Charter Review Commission and the Board of County Commissioners take steps to move forward a Charter Amendment proposal to implement an Office of the Director of Public Safety Communications and a permanent Public Safety Communications Advisory Council. As you may be aware, the Broward League of Cities' Board of Directors unanimously adopted a similar Resolution.

Timing is important and we hope this effort will move forward expeditiously. Once again, we thank the public safety professionals in the Police and Fire Chiefs Associations, and all those they represent, for their advocacy intended to strengthen our regional public safety communications system.

Best regards,

Mike

From: Ryan, Michael
Sent: Wednesday, December 30, 2015 8:11 AM
Cc: Paul O'Connell; donalddipetrillo@semtribe.com
Subject: Consolidated Communications System: Police and Fire Chiefs Asking For Our Help in Implementing Changes

As we approach New Years, this is a busy time for our first responders and our E911 system. For many in our community, we do not give a second thought to the highly technical and complicated infrastructure that is established and waiting for distress and emergency calls. As elected officials, we recognize the enormous weight placed on the shoulders of our emergency communication system personnel and our first responders in the field.

Since we consolidated the E911 system, there have been some landmark and historic advancements and improvements to how we regionally deliver E911 services, including the virtual elimination of "mis-directed" calls which caused unacceptable delays in providing emergency response, a transparent process for reporting performance as measured against defined standards covering millions of calls for service, transparent process for reporting complaints, the development of a quality assurance program to evaluate performance along with reporting of such efforts and the implementation of a complete infrastructure to provide true closest unit response in medical emergencies.

However, there are concerns being raised. Attached please find four items of interest:

1. A letter to the editor I authored suggesting permanent changes to the current management of the consolidated communications system;
2. A Joint Statement of the Broward Police and Fire Chiefs regarding the E911 System;
3. A letter to the editor authored by the Presidents of the Broward Police and Fire Chiefs;
4. A unanimous resolution of the City of Sunrise Commission supporting the Chiefs' call for changes.

Importantly, the Police and Fire Chiefs have affirmed their support for the Consolidated Communications system and the significant efforts to get us to this point. The progress made in cooperation with the County, BSO, and many others has truly made a difference in developing an important legacy of moving towards the best E911 service we can provide. Further advancements are expected with the introduction of a new computer-aided dispatch platform. However, there are steps we should take to ensure the long term strength and viability of this consolidated system.

This matter will be discussed at an upcoming Broward League of Cities Board Meeting, where the Chiefs will present their position.

In the meantime, I wish you and your family a safe, healthy and joyous New Year!

Best regards,

Mike

CERTIFICATION
I certify this to be a true and correct copy of the original document on file at Sunrise City Hall.

Witness my hand and official seal of the City of Sunrise, Florida this 13th day of January, 2016.

Felicia M. Bravo, Sunrise City Clerk

CITY CLERK
CITY OF SUNRISE

16 JAN 12 PM 10:00

SUNRISE, FLORIDA

RESOLUTION NO. 16-16

A RESOLUTION OF THE CITY OF SUNRISE, FLORIDA, SUPPORTING THE CONCEPT OF A BROWARD COUNTY CHARTER AMENDMENT TO IMPLEMENT AN OFFICE OF THE DIRECTOR OF PUBLIC SAFETY COMMUNICATIONS AND A PUBLIC SAFETY COMMUNICATIONS ADVISORY COUNSEL; REQUESTING THE BROWARD COUNTY CHARTER REVIEW COMMISSION AND/OR THE BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS TO CONSIDER SUCH A CHARTER AMENDMENT AND THEN WORK EXPEDITIOUSLY TO PLACE THE MATTER ON THE NOVEMBER 2016 BALLOT FOR BROWARD COUNTY VOTERS; PROVIDING FOR DISTRIBUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Sunrise City Commission unanimously passed and adopted Resolution 15-199 [A RESOLUTION OF THE CITY OF SUNRISE, FLORIDA, REAFFIRMING THE CITY'S SUPPORT FOR COUNTYWIDE CONSOLIDATION OF E-911 COMMUNICATIONS; SUPPORTING THE DECEMBER 10, 2015 JOINT POSITION STATEMENT OF THE BROWARD COUNTY CHIEFS OF POLICE ASSOCIATION AND THE FIRE CHIEFS ASSOCIATION OF BROWARD COUNTY REGARDING CONSOLIDATED E911 COMMUNICATIONS SYSTEM; ADOPTING RECOMMENDATIONS; REQUESTING RECOMMENDATIONS BE IMPLEMENTED TIMELY BY THE BROWARD COUNTY BOARD OF COUNTY COMMISSION AND BROWARD SHERIFF'S OFFICE; PROVIDING FOR DISTRIBUTION; AND PROVIDING AN EFFECTIVE DATE] on December 17, 2015; and

infrastructure. The communications infrastructure shall facilitate closest unit response for life-threatening emergencies and support for regional specialty teams; and

WHEREAS, the Broward County Board of County Commissioners formed the Broward County Consolidated Communications Committee (BCCCC) which had its first meeting on February 12, 2015; and

WHEREAS, the BCCCC has been meeting regularly to evaluate the performance of the consolidated E911 system; and

WHEREAS, despite significant and important successes, the Broward County Chiefs of Police Association and the Fire Chiefs Association of Broward County have issued a Joint Statement regarding the consolidated E911 communications system; and

WHEREAS, the respective Chiefs Associations represent the operational interests of thousands of public safety personnel who serve as first responders throughout Broward County; and

WHEREAS, the respective Chiefs Associations have been strongly supportive of the E911 consolidation process and have served as integral subject matter experts throughout the feasibility process, the design and implementation of

of effective communications. This must change; and

WHEREAS, the City Commission finds it to be in the best interests of the residents of the City, as well as all of Broward County, to support changes to how the regional public safety communications system is currently managed; and

WHEREAS, Broward County needs an independent Office of the Director of Public Safety Communications who reports to the County Commission, not county administration. This office would absorb the functions currently being handled by the county administration. Such a Director should have the commensurate operational experience to oversee the complex and highly technical E911 system, including the public safety radio system (from users to towers), the integrated document and reporting management systems, and the technological infrastructure necessary to have the most advanced and operationally sound E911 system. The potential scope of authority and duties could include:

- Oversee performance metrics and overall operational performance of the Consolidated E911system and the supportive regional radio system(s);
- Review and analyze the emergency and public safety radio system performance;

Section 2. The Sunrise City Commission supports an amendment to the Broward County Charter to establish an Office of the Director of Public Safety Communications and a Public Safety Communications Advisory Council.

Section 3. The City Commission encourages the Broward County Charter Review Commission and/or the Broward County Board of County Commissioners to consider such a Charter Amendment and then work expeditiously to place the matter on the November 2016 Ballot for voters of Broward County to consider.

Section 4. The City Clerk is directed to distribute this Resolution to the Broward County Board of County Commissioners, the Broward County League of Cities, each of the municipalities in Broward County and the Broward County Charter Review Commission.

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

PASSED AND ADOPTED THIS 12TH DAY OF JANUARY, 2016.

Mayor Michael J. Ryan

CITY OF WEST PARK

INTER-OFFICE MEMORANDUM

Agenda Item #: 9A (iv)

To: City Commission

Date: January 20, 2016

From: W. Ajibola Balogun
City Manager

Re: **Annual Meeting with Legislators in Tallahassee**

Pursuant to the City Commission's adoption of Resolution 2015-79 pertaining to the 2016 Legislative Priority List, we are planning our annual meeting with legislators in Tallahassee.

For your reference, attached is the summary of legislative priority items that will be discussed.

Should you have any questions or comments, please do not hesitate to call me.

/attch

END OF MEMORANDUM

RESOLUTION NO. 2015-79

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, ADOPTING THE CITY OF WEST PARK'S 2015 LEGISLATIVE PRIORITY LIST ATTACHED HERETO; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE NECESSARY ACTION TO CARRY OUT THE AIMS OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Florida State Legislature has requested that all municipalities within the State of Florida create a list of legislative priorities for the 2015 legislative session; and

WHEREAS, the City Administrator has recommended a legislative priority list for the 2015 legislative session; and

WHEREAS, the City Commission of the City of West Park, Florida desires to adopt the recommended legislative priority list.

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

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 2015 Legislative Priority List. The City of West Park's 2015 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 19th day of August 2015.

Eric H. Jones, Jr., Mayor

ATTEST:

Alexandra Grant, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, Esq.
City Attorney

Moved by: COMMISSIONER DORSETT

Seconded by: COMMISSIONER JOHNSON

VOTE:

Commissioner Dorsett	✓ (Yes)	_____ (No)
Commissioner Johnson	✓ (Yes)	_____ (No)
Commissioner Judeikis	✓ (Yes)	_____ (No)
Vice-Mayor Mack	✓ (Yes)	_____ (No)
Mayor Jones	✓ (Yes)	_____ (No)

Exhibit "A"

City of West Park

2016 Proposed Legislative Priority List

City of West Park
Legislative Request
2016 Legislative Session

1. Proposed Revision to Florida Statues Section 723.022 – Adding Item (6)	
2. Amending 2004 House Bill No. 1491	
3. Special Assessment for Law Enforcement Services	
4. Proposed Revision to Florida Statues Section 335.055 (5)	
5. State Road 7 Pedestrian Lights	$650,000.00
6. Preparation of Retention Pond for Redevelopment	$2,900,000.00
7. Complete Street Drainage Improvement	$2,100,000.00
8. Cultural Center Construction	$2,500,00.00
9. Neighborhood Traffic Calming Plan	$2,500,000.00
10. Senior Programming	$150,000.00
11. Youth Crime Prevention	$250,000.00
12. Citywide Drainage Improvement	$400,000.00
13. State Road 7 Entrance Sign	$300,000.00
14. Public Private Partnership Development Along State Road 7	$1,000,000.00
15.Proposed Water Tower Park Development	$150,000.00

1. **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).

2. **Amending 2004 House Bill No. 1491**

The 2004House Bill No. 1491 established the corporate boundary of the City. The intent is to amend the boundary by including areas 1 through 4 shown in the attached map.

3. **Special Assessment for Law Enforcement Services**

This proposed policy is intended to support 2015 House Bill (HB) 919 and Senate Bill (SB) 780. The bill will authorize a municipality to levy a special assessment to fund the cost of providing law enforcement services, thus allowing municipality to reduce its ad valorem millage; and /or to assess only the added fund that would (1) increase the level or current services, such as, additional patrol deputies/officers, added equipment for patrol deputies/officers; and (2) to increase the level of benefit provided to the patrol deputies/officers.

4. **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.

5. State Road 7 Pedestrian Lights

This Project consists of the design and installation of 42 Washingtonian pedestrian streetlights along State Road 7 between County Line Road and Pembroke Road. The current proposed roadway widening does not account for pedestrian (sidewalk) lighting along the east side of the road. The project will prevent potential safety concerns along the corridor.

Project Cost: $650,000.00

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: $2,900,000.00

Location of Retention Pond 1:
South State Road 7 & Hallandale Beach Blvd
Project Cost: $1,031,202.00

Location of Retention Pond 2:
3151 South State Road 7
Project Cost: $799,369.73

Location of Retention Pond 3:
South State Road 7 & S.W. 36th Street
Project Cost: $979,361.01

7. **Complete Street Drainage Improvement**

This much needed transportation enhancement project will provide complete street improvement along SW 25th Street. This project consist of the construction of approximately 1.5 miles of a transportation enhancement roadway that includes storm water system upgrades concrete sidewalk; resurfacing of the roadway; bike lanes installation of traffic calming devices, installation of landscaping and irrigation system. This project corridor benefits three cities and serves as a transportation route for a total population of $267,037.

Project Cost: $2,100,000.00

8. **Cultural Center Construction – Phase I-III**
(Building Construction)

The City of West Park adopted the McTyre Park Master Plan. This project consists of design and construction of a Multi-purpose Center on the 18.4 acres of Public Park. The multipurpose center will house three multipurpose courts for basketball, tennis, volleyball and other activities. This new facility will create much needed jobs for the surrounding community. The plan was approved by the City Commission with input from the community.

Project Cost: $2,500,000.00

Phase 1: $1,000,000.00

Phase 2: $750,000.00

Phase 3: $750,000.00

9. **Neighborhood Traffic Calming Plan**
(Study Areas A, B, & C)

This project will address neighborhood traffic calming with the overall concern for safety on local residential streets. Traffic calming will include the redesign of streets, traffic circles, street humps, chokers, roadway striping, median closures, speed lump/speed cushions, textured pavements, Center Island narrowing, and other traffic calming improvement elements. The following are the three areas being considered for traffic calming initiatives:

Area A
North Boundary: Hallandale Beach Boulevard
South Boundary: County Line Road (NE 215th St.)
Western Boundary: State Road 7
Eastern Boundary: SW 56th Avenue

Area B
North Boundary: Pembroke Road
South Boundary: Hallandale Beach Blvd.
Western Boundary: SW 58th Avenue
Eastern Boundary: SW 40th Avenue

Area C
North Boundary: Hallandale Beach Boulevard
South Boundary: County Line Road
Western Boundary: SW 48th Avenue
Eastern Boundary: SW 32nd Avenue

Project Cost: $2,500,000.00

Phase 1: $500,000.00

Phase 2: $500,000.00

Phase 3: $500,000.00

Phase 4: $500,000.00

Phase 5: $500,000.00

10. Senior Programming

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.

Project Cost: $750,000.00

Phase 1: $150,000.00

Phase 2: $150,000.00

Phase 3: $150,000.00

Phase 4: $150,000.00

Phase 5: $150,000.00

11. Youth Crime Prevention

The City of West Park is in need of assistance to address the issue of truancy and 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, and the production of a skit that will feature the City and students as actors. 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.

Project Cost: $250,000.00

12. 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 Stormwater 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

Phase 1: $400,000.00

Phase 2: $400,000.00

Phase 3: $400,000.00

Phase 4: $400,000.00

Phase 5: $400,000.00

13. State Road 7 Entrance Sign

As part of the proposed State Road 7 widening and acquisition of right-of-way for the project, the City is proposing to install a City entrance sign at the intersection of Pembroke Road and State Road 7. The proposed sign would help to mitigate the loss of real estate within the City and assist in creating a point of destination that would attract interested developers to the City, while creating economic development and new jobs.

Project Cost: $300,000.00

14. Public Private Partnership Development along state Road 7

This funding will allow for the development of vacant and under-utilized parcels along State Road 7, this will bring the properties into viable commercial development and creating jobs.

Project Cost: $1,000,000.00

15. Proposed Water Tower Park Development

This park development project is the City's continued attempt to meet the minimum requirement of three (3) acres of community Level Park for every 1000 residents. As currently envisioned, the proposed park development would be organized around roughly 9,000 square feet shade structure covering a collection of youth oriented playground equipment benches and picnic tables. An irrigated and lighted landscape installation interwoven with paved footpath would be flanked by a perimeter split rail wood fence.

Project Cost: $150,000.00

CITY OF WEST PARK
INTER-OFFICE MEMORANDUM

Agenda Item #: 9A (v)

To: City Commission **Date:** January 20, 2016

From: W. Ajibola Balogun, City Manager

Re: **Ribbon Cutting Ceremony for New Computer Lab at Mary Saunders Park**

We continue to make great strides to improve our facilities, programs and services to residents. As a result of our latest efforts, Staff is happy to announce the completion of work on our Computer Lab at Mary Saunders Park. The facility provides needed enhancements to the park and is intended to increase the participation of children and adults in computer skills and educational activities.

The project involved reconstruction of one of the rooms at Mary Saunders Park into a computer lab fully equipped with 14 new computer workstations, furniture, and a projector.

We are suggesting the dates of Monday, February 1 or Thursday, February 11, 2016 at 10:00 a.m. to hold a Ribbon Cutting ceremony, pending availability of the Commission members.

Should you have any questions or comments, please do not hesitate to call me.

END OF MEMORANDUM

CITY OF WEST PARK
INTER-OFFICE MEMORANDUM

Agenda Item #: 9A(vi)

To: City Commission **Date:** January 20th 2016

From: W. Ajibola Balogun, City Manager

Re: **Monthly Free Fresh Produce Giveaway- Thursday, January 28, 2016**

After a successful year of free fresh produce distribution, we designed to continue our partnership with Feeding South Florida for distribution at our three designed locations (City Hall, McTyre Park, and Mary Saunders Park). The next free fresh produce food distribution will be on **Thursday, January 28th 2016 on the City Hall front lawn.**

We believe by continuing to host this type of free fresh food distribution event monthly.We would provide great assistance to residents who need the nutritional produce. Attached is a copy for the first quarter of 2016.

Should you have any further questions or comments, please do not hesitate to call me.

END OF MEMORANDUM

THE CITY OF WEST PARK

IN PARTNERSHIP WITH

FEEDING SOUTH FLORIDA

INVITES RESIDENTS TO OUR MONTHLY
FREE FRESH PRODUCE AND/OR DRY, SHELF STABLE
FOOD AND BEVERAGE GIVEAWAYS!

FIRST COME, FIRST SERVED, WHILE SUPPLIES LAST!

DISTRIBUTION SCHEDULE

DATE	TIME	LOCATION
Thursday January 28, 2016	1:00 pm	City Hall Front Lawn 1965 South State Road 7, West Park
Saturday February 27, 2016	10:00 am	McTyre Park 3150 SW 56 Avenue, West Park
Saturday March 26, 2016	10:00 am	Mary Saunders Park 4750 SW 21 Street, West Park
Thursday April 28, 2016	1:00 pm	City Hall Front Lawn 1965 South State Road 7, West Park

For more information, please call the City of West Park at 954.989.2688.
www.cityofwestpark.org