

CITY OF WEST PARK
CITY COMMISSION MEETING MINUTES
APRIL 6, 2016
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, April 6, 2016**. 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 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; Wiener Chalvire, Permit and Accounts Analyst; Carol Aubrun, Programs and Services Manager; Dan Millien, Public Works Superintendent; Chief Danzell Brooks, Police Department; Chief Michael Kane, Fire Department; Richard Cannone, Planning Department; Maritza Prebal, Supervisor of Administrative Services; Gia Lagana, Administrative Assistant; 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

1. Proclamation: Water Conservation Month - April 2016

Mayor Jones read aloud a proclamation declaring April, 2016 as *Water Conservation Month* in the City of West Park.

6. OPPORTUNITY FOR THE PUBLIC TO ADDRESS COMMISSION

Mayor Jones opened the Public Comments portion of the meeting.

Ms. Cynthia Strachan Saunders, announced the 100th Birthday of resident Ms. Lula Bell King, a longstanding resident of the City. She announced that a birthday celebration would be held on April 16, 2016 at the Carver Ranches Day Care Center. Ms. Saunders requested a commendation from the City

Commission in honor of Ms. King in an upcoming newspaper.

Ms. Strachan-Saunders announced that the Bowles-Strachan House a historical landmark, had finally completed installation of the handicap ramp and encouraged the public to come and tour the house.

Mayor Jones closed the Public Comments portion of the meeting.

7. RECESS CITY COMMISSION MEETING AND CONVENE THE TWIN LAKES WATER CONTROL DISTRICT BOARD MEETING

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

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

8. APPROVAL OF MINUTES

1. March 2, 2016 – Regular Meeting

A motion was made by Commissioner Dorsett, and seconded by Commissioner Johnson, to approve the March 2, 2016 Regular Meeting Minutes.

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

9. RESOLUTIONS – CONSENT ITEMS

A motion was made by Commissioner Dorsett, and seconded by Vice Mayor Mack, 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 2016-26:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE MAYOR AND THE CITY ADMINISTRATOR TO EXECUTE THE ATTACHED WORK ORDER BETWEEN THE CITY OF WEST PARK AND R.J. BEHAR & COMPANY, INC. FOR THE PROVISION OF PROFESSIONAL ENGINEERING CONSULTING SERVICES FOR TRAFFIC CALMING IMPROVEMENTS AT THE INTERSECTION OF SW 20th STREET AND SW 57TH AVENUE; PROVIDING FOR AN ALLOCATION OF FUNDS; PROVIDING FOR AN EFFECTIVE DATE.
- 2. ADOPTED RESOLUTION 2016-27:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, REAPPOINTING DR. COREY ALLEN MONTGOMERY TO THE EDUCATION ADVISORY COMMITTEE; PROVIDING FOR AN EFFECTIVE DATE

3. **ADOPTED RESOLUTION 2016-28:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A WORK AUTHORIZATION BETWEEN THE CITY OF WEST PARK AND CALVIN, GIORDANO & ASSOCIATES, INC. RELATED TO FUTURE EXPANSION OF THE TRANSIT ORIENTED CORRIDOR ZONING DISTRICT; PROVIDING FOR AN ALLOCATION OF FUNDS; PROVIDING FOR AN EFFECTIVE DATE.
4. **ADOPTED RESOLUTION 2016-29:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, WAIVING COMPETITIVE SOLICITATION FOR AN ENGAGEMENT WITH S. DAVIS & ASSOCIATES RELATED TO REVIEW OF AGREED UPON PROCEDURES OF THE CITY'S CONTRACT WITH CALVIN, GIORDANO & ASSOCIATES FOR BUILDING PLAN REVIEW AND INSPECTION SERVICES; PROVIDING FOR AN ALLOCATION OF FUNDS; PROVIDING FOR AN EFFECTIVE DATE.
5. **ADOPTED RESOLUTION 2016-30:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE THE ATTACHED 2016 AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN BROWARD COUNTY AND THE CITY OF WEST PARK FOR THE DIVISION AND DISTRIBUTION OF THE PROCEEDS OF THE ONE CENT LOCAL OPTION GAS TAX IMPOSED BY THE BROWARD COUNTY LOCAL OPTION GAS TAX ORDINANCE; PROVIDING FOR AN EFFECTIVE DATE
6. **ADOPTED RESOLUTION 2016-31:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE THE ATTACHED 2016 AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN BROWARD COUNTY AND THE CITY OF WEST PARK FOR THE DIVISION AND DISTRIBUTION OF THE PROCEEDS OF THE THREE CENT LOCAL OPTION GAS TAX IMPOSED BY THE BROWARD COUNTY LOCAL OPTION GAS TAX ORDINANCE; PROVIDING FOR AN EFFECTIVE DATE
7. **ADOPTED RESOLUTION 2016-32:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE THE ATTACHED 2016 AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN BROWARD COUNTY AND THE CITY OF WEST PARK FOR THE DIVISION AND DISTRIBUTION OF THE PROCEEDS OF THE FIVE CENT LOCAL OPTION GAS TAX IMPOSED BY THE BROWARD COUNTY LOCAL OPTION GAS TAX ORDINANCE; PROVIDING FOR AN EFFECTIVE DATE
8. **ADOPTED RESOLUTION 2016-33:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PARK, FLORIDA, AUTHORIZING

THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE THE ATTACHED 2016 AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN BROWARD COUNTY AND THE CITY OF WEST PARK FOR THE DIVISION AND DISTRIBUTION OF THE PROCEEDS OF THE SIX CENT LOCAL OPTION GAS TAX IMPOSED BY THE BROWARD COUNTY LOCAL OPTION GAS TAX ORDINANCE; PROVIDING FOR AN EFFECTIVE DATE

10. CITY MANAGER’S REPORT – W. Ajibola Balogun

A. Status/Updates:

i. Satisfactory Survey and Review of Agreed Upon Procedures for the Building Department’s Services

Mr. Balogun deferred to Staff for this item.

Ms. Prebal and Ms. Lagana gave a PowerPoint presentation covering a recent survey of the Building Department’s service to residents.

Commissioner Johnson asked whether the City was considering a written policy and procedure to conduct satisfaction surveys which would include consumer input. Mr. Balogun stated that this survey was conducted by Staff in this particular instance; however this was a starting point and future efforts would expand on the process further.

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

ii. Children’s Services Council of Parks and Recreation Youth Force Program

Mr. Balogun advised that the Children’s Services Council recently reviewed the City’s Parks and Recreation Youth Force Program and provided a favorable report showing no findings in any parks and recreation related categories; he stated that as a result of this finding the City would receive even higher funding in future.

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

iii. Follow Up to Memorandum Issued on March 16, 2016 regarding our request during this year’s State Legislative Session

Mr. Balogun indicated that an update to the memorandum provided on March 16, 2016 concerning this year’s legislative session was included in the Agenda packet. He advised that

since the legislative session was held earlier in the year, only one item of the City's submitted requests had been approved for \$500,000 in funding for stormwater improvements.

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

iv. Grant Awards from Florida Recreation Development Assistance Program

Mr. Balogun advised that the City was recently approved for funding from Florida Recreation Development Assistance Program (FRDAP) for \$100,000 for the McTyre Park Cultural Center project and Water Tower Park development project.

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

v. Update from Broward Sheriff's Office Regarding Body Worn Camera Program

Mr. Balogun advised that the Broward Sheriff's Office would provide an update on the selection of cameras to be used in the body worn camera program. He announced that the Sheriff's Office would hold a press release in May concerning this item.

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

vi. Aging and Disability Resource Center of Broward County

Mr. Balogun advised that the invoice received from the ADRC was \$1,100 more than this year's budgeted amount. He stated that he informed the ADRC of his intent to request a resolution approving funding for the \$1,100 difference to the agency.

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

1. Revised Draft Small Business Grant Program Application

Mr. Balogun indicated that a revised draft of the Small Business Grant Application was provided in the Agenda packet. He stated that Staff would await any additional comments or input from the Commission before proceeding.

Commissioner Johnson commended Staff for the enhancements to the application and

asked when the Cone of Silence would open on this application. Mr. Balogun stated he had planned to wait until after the next Commission meeting to advertise this program, which would initiate the Cone of Silence.

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

2. Update on FY 2014 – 2015 Audit Preparation / Report

Mr. Balogun deferred to Chris Wallace, Finance Director.

Mr. Wallace advised that Staff expected to deliver the audit by the second meeting in May.

3. Update on Earth Day Event Planning

Mr. Balogun deferred to Dan Millien, Public Works Superintendent, Cesar Garcia, Parks and Recreation Superintendent, and Kenneth Rivera, of Waste Pro, to present this item.

Mr. Millien, Mr. Garcia and Mr. Rivera gave a brief presentation announcing this year's free **Earth Day Recycling Fair Celebration** on **Saturday, April 23, 2016 at 10:00 a.m. at 3501 SW 56 Avenue** and all the family activities that would be offered.

Mr. Rivera announced that Waste Pro was eager to partner with the City to host this event. He briefly explained items that would and would not be acceptable for recycling.

Additionally, he announced that the monthly **Free Fresh Foods Distribution** would be held at the same event.

Mr. Balogun announced that flyers were available for the public.

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

11. NEW BUSINESS

1. Kickball Group Event

Mayor Jones stated that Vice Mayor Mack had requested this item at the previous meeting.

Mr. Balogun advised that based on discussion at the last Commission meeting along with follow up meetings with the group coordinating the kickball event scheduled for Sunday, April 3, 2016 at Mary Saunders Park, he had chosen to waive \$560.00 in permit fees as a one-time occurrence. He requested that the City Commission make a motion ratifying the one-time waiver of the \$560.00 permit fees for the April 3, 2016 event.

A motion was made by Commissioner Dorsett, and seconded by Commissioner Johnson, to ratify the previously issued one-time waiver of \$560 for the kickball group's

event held on April 3, 2016.

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

Mr. Balogun deferred to Chief Danzell Brooks.

Chief Brooks gave a report on the police department's security assessment and complaints received concerning the April 3, 2016 kickball event held at Mary Saunders Park.

Commissioner Johnson stated that in his view the event was generally a success based on the majority of people governing themselves accordingly. He stated that during the permitted event, things appeared to go well. He stated that he would be open to hearing what more could be done to usher people out once the permitted event was finished. Chief Brooks stated that one measure would involve adding more detail officers; also, the event organizers could be asked to cooperate in getting participants to leave once the event was finished.

A motion was made by Commissioner Dorsett, and seconded by Commissioner Johnson, to allow a member of the public to speak.

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

Ms. Katrina Touchstone, 4821 SW 20 Street, thanked the City Commission and Staff for their assistance with the permit process for this event. Ms. Touchstone stated that participants of the kickball event started to clear the park and exit at 7 p.m. She stated that the complaints and incidents reported by Chief Brooks referred to activities that occurred after the event was finished. She stated that she did not want the activities mentioned by the Chief to overshadow the hard work and success of the event.

Mayor Jones requested that the logistics be worked out more smoothly going forward. He stressed that the community was not one entity and that all residents' concerns must be considered when it comes to events.

Commissioner Dorsett said the main concern of the Commission and Staff was protecting the safety of the community.

12. FUTURE AGENDA ITEMS

A motion was made by Commissioner Johnson, and seconded by Vice Mayor Mack, to request a status report from Staff on traffic calming initiatives on the next agenda.

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

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

14. ADJOURNMENT

There being no further business to come before this Body, the meeting adjourned at 8:16 p.m.

Respectfully Submitted By:

Alexandra Grant, City Clerk

Approved at the _____ City Commission Meeting

Eric H. Jones, Mayor