

WEST PALM BEACH

EST. 1894

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Mayor Keith A. James
Commission President Joseph A. Peduzzi (District 4)
Commissioner Cathleen Ward (District 1)
Commissioner Shalonda Warren (District 2)
Commissioner Christy Fox (District 3)
Commissioner Stephen Sylvester (District 5)

City Administrator Faye W. Johnson
City Attorney Kimberly Rothenburg
City Clerk Shaquita Edwards

City of West Palm Beach
City Commission
Pass/Fail Agenda
Tuesday, October 13, 2026
5:00 PM

In accordance with the provisions of the Americans with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall, within three days prior to any proceeding, contact the City Clerk's Office, 401 Clematis Street, West Palm Beach, FL 33401, (561) 822-1210.

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

4. CIVILITY AND DECORUM

The City of West Palm Beach is committed to civility and decorum by its officials, employees and members of the public who attend this meeting. The City Code, Secs. 2-31(8), 2-31(18) and 2-31(22), provides in pertinent part:

- Officials shall be recognized by the Chair and shall not interrupt a speaker.
- Public comment shall be addressed to the City Commission as a whole and not to any individual on the dais or in the audience.
- Displays of anger, rudeness, ridicule, impatience, lack of respect and personal attacks are strictly prohibited.
- Unauthorized remarks from the audience, stamping of feet, whistles, yells and similar demonstrations shall not be permitted.
- Offenders may be removed from the meeting.
- Any person desiring to address the Commission **shall** file a written request with the city clerk prior to consideration of the matter by the Commission or prior to the public comment portion of a meeting. The person wishing to speak **shall** complete a comment card for each agenda item the person wishes to address, which **shall** include the person's full name, address, and the numbered agenda item. The person will not be recognized if the comment card is not completed.

5. ADDITIONS / DELETIONS / REORGANIZATION OF AGENDA

6. PROCLAMATION- PRESENTED.

- 6.1. Proclaiming October 18-24, 2026 as United Against Hate Week. Proclamation to be accepted by Assistant State Attorney Freddie Menard, Esq., Office of State Attorney Alexcia Cox; Sergeant James Louis and Detective Katherine Smith, City of West Palm Beach Police Department.

Originating Department:

Mayor's Office

7. RECEIVED / FILED- APPROVED.

- 7.1. Submittal of the following two (2) reports from the Internal Auditor's Office:

1. Housing and Community Development Programs Audit Report (AUD21-01), and
2. Leases and Contract Revenues Post Audit Report (PAR25-05).

Originating Department:

Internal Audit

Staff Recommended Motion:

Approve, receive, and file.

Background Information:

The two (2) reports were presented to the Audit Committee on September 23, 2026, where they were approved by the Audit Committee Members.

Copies of the reports have been provided to the Mayor and the City Commissioners.

Fiscal Note:

No fiscal impact.

8. CONSENT CALENDAR- ALL ITEMS WERE APPROVED.

All items listed under the consent calendar are considered routine and will be enacted by one motion. There will be no separate discussion of these items.

- 8.1. Minutes of the June 8, 2026, City Commission Meeting.

Originating Department:
Mayor's Office

- 8.2. Minutes of the June 22, 2026, City Commission Meeting.

Originating Department:
Mayor's Office

- 8.3. Resolution No. 213-26(F) appropriating \$26,260 from the State of Florida Department of Health Child Care Food Program to provide snacks during the City's after-school programs at Pleasant City and South Olive Community Centers.

Originating Department:
Parks and Recreation

Ordinance/Resolution:

RESOLUTION NO. 213-26(F): A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, AUTHORIZING THE APPROPRIATION OR TRANSFER OF CITY FUNDS IN FISCAL YEAR 2026-2027 IN ACCORDANCE WITH SECTION 4.03 OF THE CITY CHARTER OF THE CITY OF WEST PALM BEACH, FLORIDA, FOR THE PURPOSE OF AMENDING THE GRANT PROGRAMS SPECIAL REVENUE FUND BUDGET TO PROVIDE APPROPRIATIONS FOR THE PURCHASE OF SNACKS FOR THE CHILD CARE FOOD PROGRAM AND FOR RECOGNIZING REIMBURSEMENT THROUGH A GRANT FROM THE STATE OF FLORIDA DEPARTMENT OF HEALTH CHILD CARE FOOD PROGRAM; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Background Information:

In West Palm Beach, many children only receive one (1) balanced meal a day and have qualified for free meals at school. The State of Florida Department of Health (FDOH), in partnership with the U. S. Department of Agriculture (USDA), administers a reimbursement Child Care Food Program, whereby child care providers, such as the program offered by the Parks and Recreation Department, are reimbursed for snacks/food served, food program administration, and supplies. Children who attend the after-school program at South Olive Community Center and Pleasant City Community Center will receive a healthy snack after school daily funded by this program.

By Resolution No. 181-15, the City Commission approved the City's participation in the FDOH Child Care Food Program and approved the permanent contract with the State. The Department of Parks and Recreation desires to continue to provide a healthy snack during licensed after-school programs.

Resolution No. 213-26(F) appropriates funding for the Child Care Food Program, not to exceed \$26,260 for fiscal year 2026-2027, to be reimbursed by the State of Florida Department of Health.

Commission District 1: Commissioner Cathleen Ward.

Commission District 5: Commissioner Stephen Sylvester.

Fiscal Note:

Approval will provide approximately \$26,260 in reimbursable expenditures for providing snacks to children in the after-school program.

- 8.4. Resolution No. 235-26(F) accepting and appropriating a sponsorship from Whiting-Turner Contracting Company of \$2,500 for BBQ, Brew & Blues to be used for BBQ contest prizes.

Originating Department:

Parks and Recreation

Ordinance/Resolution:

RESOLUTION NO. 235-26(F): A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, AUTHORIZING THE APPROPRIATION OR TRANSFER OF CITY FUNDS IN FISCAL YEAR 2026/2027 IN ACCORDANCE WITH SECTION 4.03 OF THE CITY CHARTER OF THE CITY OF WEST PALM BEACH, FLORIDA FOR THE PURPOSE OF AMENDING THE WATERFRONT DISTRICT FUND BUDGET TO RECOGNIZE A SPONSORSHIP IN THE AMOUNT OF \$2,500 FROM WHITING-TURNER CONTRACTING COMPANY FOR THE BBQ, BREWS AND BLUES BBQ CONTEST PRIZES.

Background Information:

BBQ, Brews & Blues is an annual City-produced community event held in the Historic Northwest that brings residents and visitors together for an afternoon of live music, food, and community celebration. The event features BBQ vendors competing for recognition in several categories, including BBQ, Sauce, and People's Choice.

Whiting-Turner Contracting Company's generous sponsorship contribution demonstrates a strong commitment to supporting the community and City events. The sponsorship funds will be used to provide prize money for the best BBQ, Sauce, and People's Choice winners, recognizing the participants who contribute to the success of the event.

The support of community partners and sponsors is essential in bringing residents together, support local vendors and businesses, and create opportunities for the community to enjoy the Historic Northwest.

Resolution No. 235-26(F) authorizes the appropriation of funds donated by Whiting-Turner Contracting Company to support the 2026 BBQ, Brews & Blues event held in the Historic Northwest.

Commission District 3: Commissioner Christy Fox.

Fiscal Note:

Approval of this item will accept and appropriate a sponsorship donation to be used toward the BBQ, Brew & Blues Waterfront event contest prizes.

- 8.5. Resolution No. 232-26(F) authorizing the appropriation or transfer of funds in the amount of \$5,110,000 in Fiscal Year 2026-2027 for the purpose of amending the grant capital project fund budget to re-establish the Parker Avenue Rehabilitation Project.

Originating Department:

Engineering

Ordinance/Resolution:

Resolution No. 232-26(F): A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, AUTHORIZING THE APPROPRIATION OR TRANSFER OF FUNDS IN FISCAL YEAR 2026/2027 IN ACCORDANCE WITH SECTION 4.03 OF THE CITY CHARTER OF THE CITY OF WEST PALM BEACH, FLORIDA, FOR THE PURPOSE OF AMENDING THE GRANT CAPITAL PROJECT FUND BUDGET TO RE-ESTABLISH PARKER AVENUE REHABILITATION PROJECT CAPITAL GRANT FUND BUDGET; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Background Information:

This item requests City Commission approval of a resolution authorizing a Fiscal Year 2026/2027 budget amendment to reappropriate \$5,110,000 in prior-year unspent funding from the Florida Department of Transportation Local Agency Program (LAP) Grant for the Parker Avenue Rehabilitation Project. The funding was previously accepted and appropriated through Resolution No. 10-23(F) and is now being reappropriated as the project transitions into the construction phase.

PROJECT DETAILS

The Parker Avenue Rehabilitation project spans from Forest Hill Boulevard to Nottingham Boulevard, located approximately 1.3 miles in the southern part of the City of West Palm Beach. The existing right-of-way varies between 70' to 80' with broken sidewalks, ADA non-compliant curb ramps, and old signage, amongst other improvements needed. Located in the Dreher Park Neighborhood Association, Parker Avenue is primarily a safe route to school for many children. The project will complete a multimodal network connection from Forest Hill Boulevard to Nottingham Boulevard providing complete streets. The typical sections will include two (2) multi-use paths, roadway reconstruction, pavement markings, irrigation, landscaping, signal improvements, drainage improvements and pedestrian lighting. All these improvements are within the recommendations from the City's current Bicycle Master Plan and is part of the City's current Capital Improvement Plan. The project will also connect Forest Hill Community High School, Dreher Park, Hillcrest Memorial Park, Palmetto Elementary School, and local businesses located at the north end of the project at the intersection of Nottingham Boulevard and Parker Avenue.

By Resolution No. 98-18, the City Commission authorized submittal of an application for a Local Agency Program (LAP) grant to the Florida Department of Transportation (FDOT) through the Palm Beach Transportation Planning Agency (TPA) for the Parker Avenue Rehabilitation Project.

Resolution No. 9-23 accepted the grant and authorized execution of the LAP agreement for this project.

The total estimated current construction cost of the project is \$9,061,747.47. The City of West Palm Beach is responsible for the matching funds of \$3,951,747.47. The construction match is being provided as part of the Parker Avenue Rehabilitation project under the One-Cent Sales Tax Capital Improvements Fund.

The City will be required to maintain the roadway improvements and traffic signals funded by the grant.

The Project is planned to go out to bid by November 2026 and construction is estimated to be completed on or before December 31, 2028.

Resolution No. 10-23(F) previously provided for the appropriation of the funding in accordance with the LAP Agreement.

Resolution No.232-26(F) re-establishes the grant funding allocation of \$5,110,000 in FY 2026-2027.

Commission District 5: Commissioner Stephen Sylvester.

Fiscal Note:

FDOT grant funding will cover \$5,110,000 and the City's funding match is already allocated in the One Cent Sales Surtax funds of \$3,951,747.

- 8.6. Resolution No. 237-26 authorizing the assessment of City liens in the total amount of \$22,031.47 for unpaid water service, sewer service, and stormwater charges for the month of July 2026.

Originating Department:

City Attorney's Office

Ordinance/Resolution:

RESOLUTION NO. 237-26: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, APPROVING AND AUTHORIZING AN ASSESSMENT OF CITY LIENS FOR UNPAID WATER SERVICE, SEWER SERVICE, AND STORMWATER SERVICE CHARGES FOR THE MONTH OF JULY 2026; PROVIDING THAT SAID LIENS SHALL BE PRIOR IN DIGNITY TO ALL OTHER LIENS AGAINST THE ASSESSED PROPERTIES, SAVE AND EXCEPT A LIEN FOR TAXES; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Background Information:

In accordance with the Code of Ordinances of the City of West Palm Beach, Florida, 2003, Sections 90-4 and 90-5, the City imposes liens on private real property for delinquent payments due for utility services.

The liens to be assessed by Resolution No. 237-26 are for unpaid water service, sewer service, and stormwater service charges for the month of July 2026.

The list of properties to be assessed and the associated charges totaling \$22,031.47 are provided in Resolution No. 237-26 as EXHIBIT A - Utility Lien List - July 2026.

Fiscal Note:

No fiscal impact.

- 8.7. Resolution No. 240-26 authorizing the City's participation in the Medicaid Managed Care Organization Supplemental Payment Program and approving agreements with the Agency for Health Care Administration for Public Emergency Medical Transport for FY2026-2027.

Originating Department:

Fire

Ordinance/Resolution:

RESOLUTION NO. 240-26: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, REAUTHORIZING PARTICIPATION IN THE PUBLIC EMERGENCY MEDICAL TRANSPORT MEDICAID FEE FOR SERVICE PROGRAM INCLUDING THE MANAGED CARE PAYMENT PROGRAM; APPROVING THE PUBLIC EMERGENCY MEDICAL TRANSPORTATION PLACEHOLDER LETTER OF AGREEMENT; AUTHORIZING EXECUTION OF AN AMENDED LETTER OF AGREEMENT; AND AUTHORIZING MINOR ADJUSTMENTS TO THE FUND TRANSFER; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Background Information:

This is the seventh year of this revenue source to supplement the current Medicaid reimbursements for medical transports. The current rate is approximately \$190 per transport. By Resolution No. 232-25, the City Commission previously approved the City's participation in the Medicaid Managed Care Organization Supplemental Payment Program. In FY 2025, the program reimbursed approximately \$255,621.02 in revenue. The Agency is currently experiencing delays that impact its ability to finalize the payment model for FY26-27. As a temporary measure, they have issued a Letter of Agreement (LOA) with a placeholder amount of \$1. Once the payment model is finalized and accurate payment amounts have been determined, the Agency will issue amended LOAs for review and signature.

ADDITIONAL INFORMATION

Medicaid payment rates do not recognize the actual costs incurred by Emergency Medical Services (EMS) providers for the provision of EMS services. As a result, municipalities and counties have been required to use alternative funding sources to supplant the costs incurred through other funding mechanisms, such as allocating taxes and fees. Despite establishing the Public Emergency Medical Transport Medicaid Fee for Service Program in 2016, the medically managed care reimbursement levels remained at inadequate levels.

In a previous legislative session, the Florida Fire Chief's Association championed a legislative effort that led to the approval of new funding. This effort established a Medicaid managed care supplemental payment while preserving the existing Public Emergency Medical Transport Medicaid Fee for Service Program. The new Medicaid Managed Care Payment Program increases Medicaid federal funding available to government-owned Fire and EMS communities.

The most recent legislative session increased the Federal share from \$114 million to \$148 million, which also increased the per-transport reimbursement by an additional \$165. The federal government requires a cost share, and the State of Florida is requiring Palm Beach County and city governments interested in participating in the program to pay in advance.

When the Medicaid insurance providers pay approximately \$190 per transport, they will also pay an additional estimated \$1,247 per transport as a result of this program, as well as reimburse the City's cost share per transport.

The Agency for Health Care Administration [AHCA] implemented and monitored this program by determining the City's cost share and reconciling payments made by the Medicaid insurance providers. As done in FY2025, participating providers must execute a Letter of Agreement with the AHCA, agreeing to intergovernmental funds transfers to AHCA for FY2026.

Upon finalization of the distribution model, the listed transfer amount in the Letter of Agreement is subject to minor changes by AHCA. Due to the likelihood of minor adjustments to the listed amount, Resolution No. 240-26 approves a transfer amount of up to 10% above or below the currently listed amount of \$1.

By Resolution No. 240-26, the City Commission reauthorizes participation and approves the Letter of Agreement for the approximate placeholder amount of \$1.

Fiscal Note:

Fiscal impact of \$1 will be amended at a later date once the Agency issues an amended Letter of Agreement (LOA). It is estimated that the final payment amount will be approximately \$250,000 reimbursement to the City.

- 8.8. Resolution No. 241-26 ratifying a successor collective bargaining agreement between the City and the Service Employees International Union (SEIU) for the period of October 1, 2026, through September 30, 2029.

Originating Department:

Human Resources

Ordinance/Resolution:

RESOLUTION NO. 241-26: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA RATIFYING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF WEST PALM BEACH AND THE SERVICE EMPLOYEES INTERNATIONAL UNION ("SEIU"), FLORIDA PUBLIC SERVICES UNION, CTW, CLC, CERTIFIED UNIT NO. 401 FOR THE PERIOD OF OCTOBER 1, 2026 to SEPTEMBER 30, 2029; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Background Information:

Resolution No. 241-26 ratifies a successor Collective Bargaining Agreement (CBA) between the City and Service Employees International Union (SEIU), Florida Public Services Union (FPSU), CTW, CLC Certified Unit No. 401 for the three-year period of October 1, 2026, through September 30, 2029.

CBA with the exact language of all terms tentatively agreed to is provided for a more comprehensive review. Highlights of the more substantive provisions of the agreement are noted as follows:

1) Article 3 - Public Safety Telecommunicators:

- Revisions to clarify procedures related to Shift Swaps & Exchanges for Public Safety Telecommunicators.

2) Article 12 - Workplace Safety:

- Increase to annual employee safety shoe reimbursement from \$160 to \$200.

3) Article 24 - Compensation:

- FY27: 5% COLA pay increase effective the first full pay period on or after October 1, 2026.
- FY28: 3% COLA pay increase effective the first full pay period on or after October 1, 2027.

- FY29: 3% COLA pay increase effective the first full pay period on or after October 1, 2028.
- Employees who have not passed new-hire probation by October 1, 2026, are not eligible for the COLAs.
- Increases stand-by pay for being on call from \$25 to \$30 for every twenty-four (24) hour period (or portion thereof) an employee is on call.
- Increases tool allowance reimbursement eligible employees receive from \$600 to \$1,200 per year.

Costs associated with financial provisions taking effect in FY2027 are included in the approved FY2027 balanced budget.

Fiscal Note:

Costs associated with financial provisions taking effect in FY2027 are included in the approved FY2027 balanced budget.

9. RESOLUTIONS- **APPROVED.**

- 9.1. Resolution No. 216-26 authorizing the lease/purchase of three (3) Fire equipment apparatus in an aggregate principal amount not to exceed \$6,381,628; and

Resolution No. 225-26(F) recognizing and appropriating funds for the acquisition of three (3) fire trucks.

Originating Department:

Finance

Ordinance/Resolution:

RESOLUTION NO. 216-26: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, AUTHORIZING THE LEASE AND PURCHASE OF THREE (3) FIRE APPARATUS; AUTHORIZING AN EQUIPMENT LEASE PURCHASE FINANCING IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$6,381,628; AUTHORIZING THE EXECUTION OF AN EQUIPMENT LEASE PURCHASE AGREEMENT; AUTHORIZING THE EXECUTION OF LEASE SCHEDULES AND AN ESCROW AGREEMENT; AUTHORIZING THE EXECUTION OF SUCH OTHER RELATED DOCUMENTS AS MAY BE NECESSARY TO COMPLETE THE TRANSACTION; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

RESOLUTION NO. 225-26(F): A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, AUTHORIZING THE APPROPRIATION OR TRANSFER OF CITY FUNDS IN FISCAL YEAR 2026/2027 IN ACCORDANCE WITH SECTION 4.03 OF THE CITY CHARTER OF THE CITY OF WEST PALM BEACH, FLORIDA, FOR THE PURPOSE OF AMENDING THE FLEET REPLACEMENT FUND BUDGET TO RECOGNIZE PROCEEDS FROM LEASE FUNDING FOR THE PURCHASE OF FIRE EQUIPMENT; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Staff Recommended Motion:

Approve Resolution No. 216-26 and Resolution No. 225-26(F).

Background Information:

The Fire Department has identified the need to acquire three (3) new fire apparatus to support the City's emergency response and public safety operations. The apparatus are intended to replace aging equipment and provide the Fire Department with reliable and operationally necessary equipment to deliver fire suppression, rescue, and other emergency services to the community.

The equipment to be acquired consists of one (1) Sutphen SPH 100 Platform, one (1) KME Severe Service 101' Tractor-Drawn Aerial Ladder, and one (1) KME Severe Service 103' Aerial Ladder "Tuff" Truck. The equipment will be utilized by the Fire Department and garaged at the City's facility located at 500 N. Dixie Highway, West Palm Beach, Florida. The current Equipment Schedule identifies South Florida Emergency Vehicles as the vendor representing KME and Sutphen Corporation.

The City intends to finance the acquisition through an Equipment Lease Purchase Agreement with Leasing 2, Inc., pursuant to the terms of the financing proposal accepted by the City. The aggregate principal amount of the financing will not exceed \$6,381,628.

The proposed financing carries an interest rate of 4.69% on a 30/360 basis and provides for seven (7) annual rental payments beginning December 15, 2027. The annual rental payment is \$1,103,621.07 for the first six (6) payment dates, with a final payment of \$1,096,412.50 on December 15, 2033. Total rental payments over the term are \$7,718,138.92, including \$1,336,510.92 of interest.

The Equipment Lease Purchase Agreement provides the City with an option to purchase the equipment beginning December 15, 2030, and provides that title to the equipment will vest in the City upon payment in full of the applicable purchase price and all other amounts due under the Agreement.

The proposed transaction also includes an Escrow Agreement and Federal Tax Agreement and requires the execution of related closing documents necessary to complete the financing. The current financing documents contemplate the use of an escrow account for the acquisition proceeds and establish procedures for maintaining the federal income tax-exempt treatment of the interest component of the rental payments.

The proposed lease-purchase structure provides the City with a mechanism to acquire the apparatus while spreading the cost of the equipment over its useful life and maintaining annual budgetary control over future rental payments, subject to annual appropriation and the terms of the Agreement.

The first annual payment of \$1,103,621.07 will be included in the Fire Assessment Fee Fund's FY2028 Adopted Budget.

Resolution No. 216-26 authorizes the execution of the Equipment Lease Purchase Agreement, the Lease Schedule, the Escrow Agreement and all other agreements, documents, tax compliance certificates, certificates and forms that are necessary, or reasonably be required by Leasing 2, Inc., to effectuate the vehicle lease/purchase.

Resolution No. 225-26(F) recognizes and appropriates funds for the acquisition of three (3) Fire apparatus.

Fiscal Note:

Approval of this item will authorize the City to enter into an Equipment Lease Purchase Agreement and provide appropriations for the acquisition of three (3) Fire apparatus.

10. COMMENTS FROM THE PUBLIC

Public comments are limited to three (3) minutes. Anyone wishing to address the Commission should complete a "Comments by the Public" card and present it to the City Clerk prior to the Public Comments. When you are called to speak, please go to the podium and state your name and address for the record prior to addressing Commission. The Commission will not discuss the matter nor respond to the comment this evening. Comments made will become part of the record and may be addressed at a later date.

11. COMMENTS BY THE MAYOR AND CITY COMMISSIONERS

12. ADJOURNMENT- 5:32 P.M.

*Pursuant to Resolution No. 179-95, adopted according to the provisions of Section 286.0115, Florida Statutes, members of the Commission shall disclose on the record: 1) ex-parte communications - verbal or written; 2.) written communications shall be placed in the record; and 3) site visits, investigations, etc. shall be disclosed.

NOTICE: If any person decides to appeal any decision made by the City Commission at this meeting, that person will need a record of the proceedings, and that, for such purposes, may need to ensure that a verbatim records of the proceedings be made, which record includes the testimony and evidence upon which the appeal is based. The City of West Palm Beach does not prepare or provide such record.