

**MINUTES OF MEETING
CITY OF WESTLAKE**

A regular meeting of the City Council of the City of Westlake was held on Monday, December 12, 2016 at 7:00 p.m. at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

Roger Manning	Mayor
Katrina Long-Robinson	Vice Mayor
John Stanavitch	City Council Seat 1
Kara Crump	City Council Seat 2
Phillip Everett	City Council Seat 3

Also present were:

Kenneth Cassel	City Manager
Pam E. Booker, Esq.	City Attorney
John Carter	Minto PBLH, LLC
Tara Duhy	Lewis Longman Walker

The following is a summary of the minutes and actions taken during the December 12, 2016 City of Westlake Council Meeting.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mayor Manning called the meeting to order and Mr. Cassel called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Approval of Agenda

On MOTION by Councilman Stanavitch seconded by Councilwoman Crump with all in favor the agenda was approved.
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FOURTH ORDER OF BUSINESS

**Audience Comments on Agenda Items (3)
Minute Time Limit**

There being none, the next item followed.

FIFTH ORDER OF BUSINESS

Approval of Minutes

- A. November 14, 2016 Planning and Zoning Meeting**
- B. November 14, 2016 City Council Meeting**

On MOTION by Councilman Everett seconded by Vice Mayor Long Robinson with all in favor the minutes of the November 14, 2016 Planning and Zoning Meeting and City Council Meeting were approved.

SIXTH ORDER OF BUSINESS

Presentation by Major Landowner on Current Progress

Mr. John Carter of Minto PBLH, LCC provided a PowerPoint presentation of the current construction progress.

- Mayor Manning asked for an update on the fire station.
- Ms. Booker responded the fire station is under design with the County. Staff expects to bring this before the Council for approval at either the January 23, 2017 meeting or the February 13, 2017 meeting.
- Mr. Carter stated Minto PBLH, LLC will convey the land to the County once the plat and subdivision plans are approved.

SEVENTH ORDER OF BUSINESS

Public Hearing to Adopt Ordinance 2016-5, Adopting Quasi-Juridical Proceedings

Ms. Booker explained this ordinance adopts formal procedures for items that go before the Planning and Zoning Board as well as the City Council.

Mr. Cassel read Ordinance 2016-5 by title only.

On MOTION by Councilman Stanavitch seconded by Councilman Everett with all in favor Ordinance 2016-5 was adopted.

EIGHTH ORDER OF BUSINESS

Public Hearing to Adopt Ordinance 2016-6, Adopting Business Tax (Occupational License)

Mr. Cassel read Ordinance 2016-6 by title only.

Ms. Booker stated one business already submitted an application. They were issued a temporary license and will be issued a permanent license once this ordinance is adopted. Letters will also be sent to other business owners within the City, advising them of the newly adopted ordinance.

On MOTION by Councilman Everett seconded by Vice Mayor Long Robinson with all in favor Ordinance 2016-6 was adopted.

NINTH ORDER OF BUSINESS

Ordinance 2016-7, Adopting a Code of Ethics

Mr. Cassel read Ordinance 2016-7 by title only.

Ms. Booker stated this is required pursuant to section (14) (B) of the City Charter. A representative of the Commission on Ethics was unable to attend this meeting to provide a presentation, but will be scheduled to attend a future meeting.

On MOTION by Councilman Stanavitch seconded by Councilwoman Crump with all in favor the first reading of Ordinance 2016-7 was approved.

TENTH ORDER OF BUSINESS

Approval of Financials Dated October 31, 2016

Mr. Cassel stated staff is monitoring the City’s expenses and looking at projections for the next year.

On MOTION by Councilwoman Crump seconded by Councilman Stanavitch with all in favor the financials dated October 31, 2016 were approved.

ELEVENTH ORDER OF BUSINESS

Future Meeting Dates Reminder

- January 9, 2017 at 6:00 p.m. – Planning and Zoning Board Meeting
- January 9, 2017 at 7:00 p.m. – City Council Meeting
- January 23, 2017 at 7:00 p.m. – City Council Meeting

TWELFTH ORDER OF BUSINESS

City Manager’s Report

Mr. Cassel invited the City Council to contact Ms. LoBrutto to schedule individual tours of the property. He also reported the major lane change and rerouting of traffic will commence on January 3, 2017.

THIRTEENTH ORDER OF BUSINESS

City Attorney’s Report

There being no report, the next item followed.

FOURTEENTH ORDER OF BUSINESS


**Audience Comments on Other Items (3)
Minute Time Limit**

Ms. Long Robinson introduced former West Palm Beach Commissioner Ike Robinson. She also discussed the Safety Summit in Orlando as well as the Legislative Workshop in Palm Beach County, both of which she attended. She recommends being proactive and obtaining a lobbyist for the City.

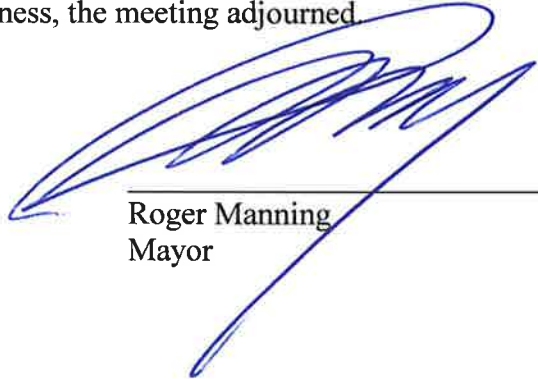
FIFTEENTH ORDER OF BUSINESS

Adjournment

There being no further business, the meeting adjourned.



Kenneth Cassel
City Manager



Roger Manning
Mayor