

**MINUTES OF MEETING
CITY OF WESTLAKE**

A regular meeting of the City Council of the City of Westlake was held on Monday, July 10, 2017 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
Nilsa Zacarias	NZ Consultants
Kate DeWitt	Coutleur & Hearing
John Carter	Minto PBLH, LLC

The following is a summary of the minutes and actions taken during the July 10, 2017 City of Westlake Council Meeting.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mayor Manning called the meeting to order at 7:00 p.m. 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 Everett seconded by Councilman Stanavitch 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 the Minutes of the June 12, 2017 Meeting

On MOTION by Vice Mayor Long Robinson seconded by Councilwoman Crump with all in favor the minutes of the June 12, 2017 meeting were approved.

SIXTH ORDER OF BUSINESS

Approval of Financial Statements for May 2017

On MOTION by Councilwoman Crump seconded by Councilman Stanavitch with all in favor the financial statements as of May 31, 2017 were approved.

SEVENTH ORDER OF BUSINESS

Distribution of the Preliminary Budget and Setting the Preliminary Millage Rate

Mr. Cassel reviewed the preliminary budget, which has several increases in expenditures and developer contribution as the City continues to grow. The proposed preliminary millage rate is 5.125, which will generate approximately \$138,000 of revenue. The balance of the revenue will come from permit fees as well as guaranteed deficit funding.

On MOTION by Councilman Stanavitch seconded by Councilman Everett with all in favor the preliminary budget was approved and the preliminary millage rate was set at 5.125.

EIGHTH ORDER OF BUSINESS

Acceptance of the Financial Audit for Fiscal Year 2016

Mr. Cassel indicated it was a clean audit.

On MOTION by Councilman Everett seconded by Councilwoman Crump with all in favor the financial audit for Fiscal Year 2016 was accepted.

NINTH ORDER OF BUSINESS

Comprehensive Plan Overview Presentation – Nilsa Zacarias

Ms. Zacarias provided an overview presentation on the City's Comprehensive Plan.

APPROVAL OF RESOLUTION

TENTH ORDER OF BUSINESS

Resolution 2017-10, Approving the Final Plat of the Westlake Amenity Parcel

Mr. Cassel read Resolution 2017-10 by title only.

Ms. DeWitt provided a brief presentation on the Final Plat of the Westlake Amenity Parcel.

On MOTION by Vice Mayor Long Robinson seconded by Councilman Stanavitch with all in favor Resolution 2017-10, amending the final plat of the Westlake Amenity Parcel, was adopted.

FIRST READING OF ORDINANCE

ELEVENTH ORDER OF BUSINESS

Ordinance 2017-3, Communication Services Tax

Ms. Booker reviewed the proposed ordinance and recommended approval.

Mr. Cassel read Ordinance 2017-3 by title only.

On MOTION by Councilwoman Crump seconded by Councilman Everett with all in favor the first reading of Ordinance 2017-3 was approved.

SECOND READING OF ORDINANCE

TWELFTH ORDER OF BUSINESS

Ordinance 2017-2, Amending the City's Interim Land Development Code for Design Criteria for Signs

The public hearing was opened. There were no comments from the public. Staff requested this item be tabled until the August 14, 2017 meeting.

On MOTION by Vice Mayor Long Robinson seconded by Councilman Stanavitch with all in favor the second reading of Ordinance 2017-2 was tabled until the August 14, 2017 meeting.

THIRTEENTH ORDER OF BUSINESS

City Manager

Mr. Cassel reported everything is progressing rapidly and the developer is working well. The Seminole Improvement District's Seminole Pratt Whitney Road project is also going well. He also reported staff is in the process of renovating the City's website with Municode.

FOURTEENTH ORDER OF BUSINESS **City Attorney**

Ms. Booker requested a workshop be scheduled for September 25, 2017 to go over the Comprehensive Plan. There were was consensus to hold the workshop on September 25, 2017.


Ms. Booker also reported the Department of Revenue did respond on the public service tax previously brought to the Council. It will be brought back for first reading at the August 14, 2017 meeting.

FIFTEENTH ORDER OF BUSINESS **Audience Comments on Other Items (3)**
Minute Time Limit

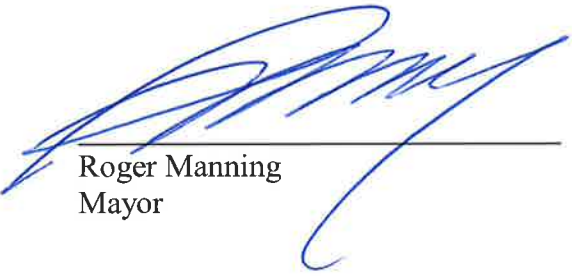
There was no audience present. Mayor Stanavitch complemented staff on all the work done within the past year.

SIXTEENTH ORDER OF BUSINESS **Adjournment**

There being no further business, the meeting adjourned at 7:35 p.m.



Kenneth Cassel
City Manager



Roger Manning
Mayor