

**MINUTES OF MEETING  
CITY OF WESTLAKE**

A meeting and public hearing of the City Council of the City of Westlake was held on Monday, October 8, 2018, at 6:31 p.m., at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

Roger Manning	Mayor
John Stanavitch	City Council Seat 1
Kara Crump	City Council Seat 2
Philip Everett	City Council Seat 3

Also present were:

Kenneth Cassel	City Manager
Pam Booker	City Attorney
John Carter	Vice President, Minto PBLH

*The following is a summary of the minutes and actions taken during the October 8, 2018 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 during the Planning and Zoning meeting.

**THIRD ORDER OF BUSINESS**

**Approval of Agenda**

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

**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 of the September 10  
and September 24 2018 meetings.**

On MOTION by Councilman Everett seconded by Councilwoman Crump with all in favor the Minutes of the September 10 and September 24, 2018 meetings were approved.

**SIXTH ORDER OF BUSINESS**

**Approval of August 2018 Financial Statements.**

On MOTION by Councilman Stanavitch seconded by Councilman Everett with all in favor the August 2018 Financial Statements were approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Engagement Letter with Berger, Toombs, Elam, Gaines and Frank for Fiscal Year 2018.**

The following was discussed:

- Mr. Cassel indicated this firm did the City’s audit for the last two years.
- Mayor Manning stated he prefers an outside firm audit the records.
- Mr. Cassel stated an outside auditor is required. Most cities and districts go out for RFPs after three to five years and may stay with the same firm or change.

On MOTION by Councilman Stanavitch seconded by Councilwoman Crump with all in favor the engagement letter with Berger, Toombs, Elam, Gaines and Frank to perform the Fiscal Year 2018 financial audit was approved.

**FIRST READING OF ORDINANCE**

**EIGHTH ORDER OF BUSINESS**

**Ordinance 2018-8 - Flood Plan Management for FEMA**

Mr. Cassel read Resolution 2018-8 by title only.

On MOTION by Councilwoman Crump seconded by Councilman Stanavitch with all in favor the first reading of Ordinance 2018-8, Flood Plan Management FEMA, was approved.

**PUBLIC HEARING TO APPROVE PLAT**

**NINTH ORDER OF BUSINESS**

**Resolution 2018-28 – Approving Final Plat for Waters Edge Drive**

Mr. Carter walked the Council through a presentation prepared by Mr. Don Hearing, President of Coutleur & Hearing, showing the location of Waters Edge Drive.

On MOTION by Councilman Stanavitch seconded by Councilwoman Crump with all in favor of Resolution 2018-28, Approving Final Plat for Waters Edge Drive, was adopted.

**PUBLIC HEARING CLOSED**

**TENTH ORDER OF BUSINESS**

**PBSO Monthly Report – Informational Only**

This item is for informational purposes only.

**ELEVENTH ORDER OF BUSINESS**

**Response Time Report from Palm Beach County Fire Rescue – Informational Only**

This item is for informational purposes only.

**TWELFTH ORDER OF BUSINESS**

**Manager’s Report**

Mr. Cassel reported the following:

- Discussion ensued regarding possible meeting dates for a joint meeting with SID. There was consensus to schedule it for December 3, 2018 at 6:00 p.m.
- He provided an update on the new shared cloud system for the City and SID. The first phase of implementation will begin Friday. Emails are in the process of being migrated.
- The Seminole Pratt Whitney Road project is still in the closeout phase.
- As of October 5, 2018 there have been 115 closings and homes are already occupied in the City.
- An update was provided on Florida Gas Utilities. They are working on an extension to their permit for the temporary use facilities. Construction on this project is expected to be completed by April of 2019.

**THIRTEENTH ORDER OF BUSINESS**


**Attorney’s Report**

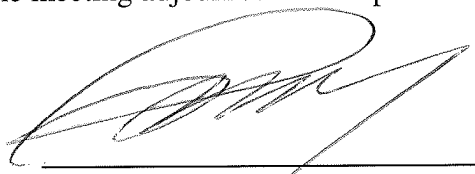
Ms. Booker reported she continues to meet with staff and Mr. Cassel to update Land Development Regulations with input from the Developer’s Council. A second meeting may be scheduled in December to review some of the finalized sections. More time is required to work through details and bring a final product to the City Council for consideration.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business, the meeting adjourned at 7:00 p.m.

  
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 Kenneth Cassel  
 City Manager

  
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 Roger Manning  
 Mayor