

**MINUTES OF REGULAR MEETING
CITY OF WESTLAKE**

The regular meeting of the City Council of the City of Westlake was held on Monday, July 25, 2016 at 7:00 p.m. at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Loxahatchee, Florida.

Present and constituting a quorum were:

Roger Manning	Mayor
John Stanavitch	City Council Seat 1
Kara Crump	City Council Seat 2
Phillip Everett	City Council Seat 3
Katrina Long-Robinson	City Council Seat 4

Also present were:

Kenneth Cassel	Interim City Manager
Pam E. Booker, Esq.	Interim City Attorney

The following is a summary of the minutes and actions taken during the July 25, 2016 City of Westlake Commission 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 Everett seconded by Councilman Stanavitch with all in favor the agenda was approved.

FOURTH ORDER OF BUSINESS

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

There being no comments on the agenda items, the next item followed.

FIFTH ORDER OF BUSINESS

Consent Agenda

A. Approval of Minutes of July 11, 2016 Meeting

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

SIXTH ORDER OF BUSINESS

Ordinances

A. Ordinance 2016-1, Adopting the City Seal – First Reading

- Mr. Cassel read Ordinance 2016-1 by title only.
- Ms. Booker explained the seal was approved at the July 11, 2016 meeting. It is coming back before the Council as an ordinance pursuant to Chapter 165.043, Florida Statutes, which allows for penalties if anyone uses the City Seal without authorization.

On MOTION by Councilman Everett seconded by Councilman Stanavitch with all in favor the first reading of Ordinance 2016-1 was approved.

B. Ordinance 2016-2, Lobbyist Ordinance – First Reading

- Mr. Cassel read Ordinance 2016-2 by title only.
- Ms. Booker reviewed the ordinance, which is similar to the County’s ordinance for lobbying.

On MOTION by Councilman Stanavitch seconded by Councilwoman Long-Robinson with all in favor the first reading of Ordinance 2016-2 was approved.

SEVENTH ORDER OF BUSINESS

Finance

A. Adoption of Interim Budget for Fiscal Year 2016 (Action Item)

Mr. Cassel stated the necessary budget to fund expenses for the remainder of Fiscal Year 2016 is \$535,966.

On MOTION by Councilwoman Crump seconded by Councilman Everett with all in favor the interim budget for Fiscal Year 2016 was adopted.

B. Motion to Set August 22, 2016 as the Public Hearing on the Proposed Millage Rate and Tentative Budget for Fiscal Year 2017 (Action Item)

Ms. Booker reviewed the scheduling requirements to adopt the millage rate and tentative budget for Fiscal Year 2017 based on Florida Statutes.

On MOTION by Councilman Stanavitch seconded by Councilwoman Long-Robinson with all in favor the public hearing to approve the proposed millage rate and tentative budget for Fiscal Year 2017 was set for August 22, 2016.

C. Consideration of Funding Agreement with Minto PBLH, LLC (Action Item)

Ms. Booker reviewed the funding agreement and stated provision 2.5 was removed from the agreement at the request of the developer, Minto PBLH, LLC.

On MOTION by Councilman Everett seconded by Councilwoman Crump with all in favor the funding agreement with Minto PBH, LLC was approved as amended.

D. Consideration of Resolution 02-2016, Designating Bank Signatories (Action Item)

Mr. Cassel read Resolution 02-2016 by title only.

On MOTION by Councilman Stanavitch seconded by Councilwoman Long-Robinson with all in favor Resolution 02-2016 was adopted.

EIGHTH ORDER OF BUSINESS

Interim City Manager's Report

A. Scheduling of Workshop Meeting for August 22, 2016

Staff requested a workshop be scheduled August 22, 2016 at 6:00 p.m. for the developer to provide a presentation explaining the project and the permitting process approved to date.

On MOTION by Councilwoman Crump seconded by Councilwoman Long-Robinson with all in favor a workshop meeting was scheduled for August 22, 2016.

B. Motion to Authorize Manager to Solicit Building Department Services (Action Item)

On MOTION by Councilman Everett seconded by Councilman Stanavitch with all in favor the Interim City Manager was authorized to solicit Building Department services.

C. Motion to Authorize Mayor to be Voting Delegate at the Florida League of Cities Conference and Business Meeting in August 2016 (Action Item)

Mr. Cassel stated the Florida League of Cities has extended a welcome to the Council. They are preparing a resolution to acknowledge the City of Westlake at their August meeting. They have also requested the City designate a voting delegate. Mr. Cassel recommends the Mayor be the first voting delegate at the Florida League of Cities.

On MOTION by Councilman Stanavitch seconded by Councilwoman Long-Robinson with all in favor Mayor Manning was designated the City's voting delegate for the Florida League of Cities.

NINTH ORDER OF BUSINESS

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

Ms. Christine Schwartz addressed the Board regarding the bank signatories and building services, which will be paid through developer funding.

Mr. Cassel clarified there is more than one bank signatory and funding is coming from the largest taxpayer in the City. One of the hallmarks of the City is that it contracts services instead of having employees. This way the City can find the best performing contractors to do the work.

Ms. Christine Schwartz questioned how the three Council members who do not live in the City were appointed.

Mr. Cassel suggested Ms. Christine Schwartz read the Conversion and Incorporation Plan, which outlines all the details along with the appropriate Statutes that were followed.

Lieutenant Combs of the Palm Beach County Sheriff's Office addressed the Board and requested permission to use the City's seal on the Sherriff's monthly reports to the City as well as the website along with a link to the City's website.

On MOTION by Councilwoman Long-Robinson seconded by Councilman Stanavitch with all in favor authorization was granted to the Palm Beach County's Sheriff's Office to use the City's seal on their website.

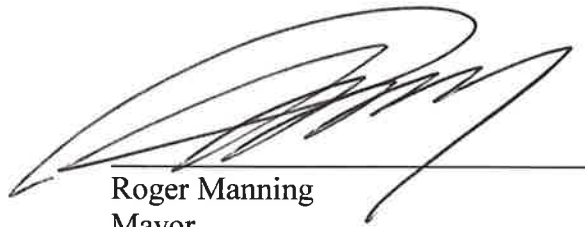
TENTH ORDER OF BUSINESS

Adjournment

There being no further business, the meeting adjourned at 7:23 p.m.



 Kenneth Cassel
 Interim City Manager



 Roger Manning
 Mayor