

**Council Members**

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



**City of Westlake**

4001 Seminole Pratt Whitney Rd.  
Westlake, Florida 33470  
Phone: 561-530-5880  
Fax: 561-790-5466

**Meeting and Final Budget Public Hearing**  
**Monday, October 9, 2017**

**Meeting Location**

**Westlake Council Chambers**

**4005 Seminole Pratt-Whitney Road**

**Westlake, FL 33470**

**7:00 PM**

**(Or Immediately Following the Comprehensive Planning Workshop)**

*PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the City Council with respect to any matter considered at this meeting or hearing, such interested person will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The meeting/hearing may be continued to another date and time as may be found necessary during the aforesaid meeting. In accordance with the provisions of the Americans with Disabilities Act (ADA), any person requiring special accommodations at these meetings because of disability or physical impairment should contact the Interim City Manager at (954)753-5841 at least two (2) calendar days prior to the meeting.*

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**City of Westlake**

4001 Seminole Pratt Whitney Rd.  
Westlake, Florida 33470  
Phone: 561-530-5880  
Fax: 561-790-5466

October 5, 2017

City Council  
City of Westlake

Dear Mayor and Council:

The City Council of the City of Westlake will hold a regular meeting on Monday, October 9, 2017 at 7:00 p.m., or immediately following the Comprehensive Planning Workshop, at the Westlake Council Chambers, 4005 Seminole Pratt Whitney Road, Westlake, Florida. Following is the advance agenda for the meeting.

1. Call to Order/ Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Audience Comments on Agenda Items (3) Minute Time Limit
5. Approval of the Minutes of the September 25, 2017 Meeting
6. Resolution 2017-16, Approving Final Plat for Persimmon Boulevard West Plat-1

**BUDGET PUBLIC HEARING**

7. Budget for Fiscal Year Ending September 30, 2018
  - A. Resolution 2017-17, Re-Adopting the Final Millage Rate
  - B. Resolution 2017-18, Re-Adopting the Final Budget
8. City Manager
9. City Attorney
10. Audience Comments on Other Items (3) Minute Time Limit
11. Adjournment

Any additional supporting material for the items listed above, not included in the agenda package, will be distributed at the meeting. Staff will present their reports at the meeting. I look forward to seeing you, but in the meantime if you have any questions, please contact me.

Sincerely,

*Kenneth Cassel*

Kenneth G. Cassel  
City Manager

cc: Pam E. Booker, Esq  
John Carter  
Terry Lewis  
Kelley Burke

## **Fifth Order of Business**

**MINUTES OF MEETING  
CITY OF WESTLAKE**

A meeting of the City Council of the City of Westlake was held on Monday, September 25, 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   |
| John Carter         | Minto PBLH, LLC |

*The following is a summary of the minutes and actions taken during the September 25, 2017 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 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 none, the next item followed.

**FIFTH ORDER OF BUSINESS**

**Approval of the Minutes of the September 12, 2017 Meeting**

On MOTION by Councilwoman Crump seconded by Councilman Everett with all in favor the minutes of the September 12, 2017 meeting were approved.

**SIXTH ORDER OF BUSINESS**

**Approval of Financial Statements as of August 31, 2017**

On MOTION by Vice Mayor Long Robinson seconded by Mr. Stanavitch with all in favor the financial statements as of August 31, 2017 were approved.

**BUDGET PUBLIC HEARING**

The public hearing was opened.

There being no public comments,

On MOTION by Mr. Stanavitch seconded by Vice Mayor Long Robinson with all in favor the public hearing was closed.

**SEVENTH ORDER OF BUSINESS**

**Proposed Budget for Fiscal Year Ending September 30, 2018**

**A. Resolution 2017-13, Adopting the Final Millage Rate**

Mr. Cassel read Resolution 2017-13 by title only.

On MOTION by Vice Mayor Long Robinson seconded by Councilwoman Crump with all in favor Resolution 2017-13, adopting the final millage rate, was adopted.

**B. Resolution 2017-14, Adopting the Final Budget**

Mr. Cassel noted there is a fund balance of approximately \$490,000 that will be carried over from Fiscal Year 2017.

Mr. Cassel read Resolution 2017-14 by title only.

On MOTION by Councilman Stanavitch seconded by Vice Mayor Long Robinson with all in favor Resolution 2017-14, adopting the final budget, was adopted.

September 25, 2017

**EIGHTH ORDER OF BUSINESS**

**Resolution 2017-15, Designating Building Official**

Mr. Cassel reported there were several issues with the previous Building Official, one of them being untimely responses. It was requested Nova Engineering assign a new Building Official to the City. The new Building Official assigned to the City is Mr. Joseph Berko.

Mr. Cassel read Resolution 2017-15 by title only.

On MOTION by Councilman Everett seconded by Councilman Stanavitch with all in favor Resolution 2017-15, designating Mr. Joseph Berko as the Building Official, was adopted.

**NINTH ORDER OF BUSINESS**

**Consideration of Proposed Meeting Schedule**

The Council reviewed the proposed meeting schedule. Ms. Booker suggested the Comprehensive Planning Workshop, which was cancelled for tonight, be rescheduled to October 9, 2017 at 6:00 p.m.

There was consensus to hold the workshop meeting on October 9, 2017 at 6:00 p.m.

On MOTION by Councilwoman Crump seconded by Vice Mayor Long Robinson with all in favor the meeting schedule for Fiscal Year 2018 was approved as presented.

**TENTH ORDER OF BUSINESS**

**Letter of Support for PBSC Dental & Medical Sciences Technology Building at Lox Groves Campus**

Mayor Manning stated Mr. Jeff Sluggett contacted him and asked if the City would support efforts to have the PBSC Dental & Medical Sciences Technology Building built on Loxahatchee Groves' campus location.

Ms. Booker stated she drafted a letter similar to the one sent by the Village of Royal Palm Beach.

On MOTION by Councilman Everett seconded by Vice Mayor Long Robinson with all in favor a letter of support for building the PBSC Dental & Medical Sciences Technology Building on the Loxahatchee Groves campus was approved.

September 25, 2017

**ELEVENTH ORDER OF BUSINESS**                      **City Manager**

Mr. Cassel reported the new Building Official is working out well. Staff is also communicating with the County on various items and working through details on road swaps. He provided an update on construction developments.

**TWELFTH ORDER OF BUSINESS**                      **City Attorney**

Ms. Booker reported she had a meeting last week with the County Administrator to touch base on some concerns with the Fire Station access and to update her on the Workforce Housing plans the City has.

There were also meetings with the County Engineering Division regarding two Interlocal Agreements for maintenance of the traffic lights.

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

The following was discussed:

- Mr. Carter commended the City Manager and City Attorney for their leadership in dealing with the previous Building Official issues. He discussed Minto proceeding with the necessary funding for development of the lots. He provided an update and noted they are waiting for FPL to install meters in the model homes and lift station. The public Grand Opening is scheduled for October 28, 2017. He invited the Council to attend a ribbon cutting ceremony on October 26, 2017 from 8:30 a.m. to 10:30 a.m.
- Vice Mayor Long Robinson reported the following:
  - She met with Ms. Booker and Dr. Robert Avossa, the Palm Beach County School Superintendent. He had questions regarding affordable housing.
  - She co-hosted a post Hurricane Irma relief event with Councilwoman Hubbard. They were able to feed over 1,000 people. She thanked Mayor Manning for his assistance.
  - She is co-hosting another event with several community leaders at Glades Pioneer Bark in Belle Glade September 30, 2017 from 11:30 a.m. to 2:00 p.m. They plan on feeding 1,500 people. FEMA will also be on site.
- Mr. Cassel addressed questions Ms. Ketty Labossiere had regarding the future development of the City.

**FOURTEENTH ORDER OF BUSINESS                      Adjournment**

There being no further business, the meeting adjourned at 7:43 p.m.

\_\_\_\_\_  
Kenneth Cassel  
City Manager


\_\_\_\_\_  
Roger Manning  
Mayor



## **Sixth Order of Business**

**MEMORANDUM**

To: Mayor Roger Manning  
City Council Members  
Ken Cassel, City Manager

From: Pam E. Booker, City Attorney 

Date: September 25, 2017

Subject: Resolution for Final Plat Persimmon Boulevard West Plat-1

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Please find a resolution for approval of the Final Plat for Persimmon Boulevard West, Plat-1, on behalf of Minto. This plat is for approximately five (5.094) acres of land on the west side of Seminole Pratt Whitney road. The road right-of-way is being dedicated to the City of Westlake for maintenance purposes. There are reservations and dedications on the plat to the Seminole Improvement District for water, sewer, drainage and reuse facilities as the party responsible for the maintenance of these facilities in the City of Westlake.

The plat and the boundary survey have been reviewed a Surveyor/Mapper for the City of Westlake to ensure compliance with the Palm Beach County Unified Land Development regulations and the Florida Statutes. We would recommend approval of the resolution, approving the Final Plat and boundary survey for Persimmon Boulevard West, Plat-1. Should you have any questions, or need any additional information, please do not hesitate to call.

October 9, 2017

**RESOLUTION**      2017-16

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, APPROVING THE FINAL PLAT FOR PERSIMMON BOULEVARD WEST, PLAT-1, LOCATED BY METES AND BOUNDS BEING DESCRIBED AS A PARCEL OF LAND LYING IN SECTIONS 1 AND 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, IN THE CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, PROVIDING FOR RECORDATION; AND PROVIDING AN EFFECTIVE DATE.**

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**WHEREAS**, Minto PBLH, LLC, a Florida Limited Liability Company, as the Applicant has requested approval for Persimmon Boulevard West, Plat-1, Final Plat, described by metes and bounds description as a parcel of land lying in Sections 1 and 12, Township 43 South, Range 40 East, in the City of Westlake, Palm Beach County, Florida, as described in Exhibit "A", containing approximately 5.094 acres, attached hereto; and

**WHEREAS**, the City of Westlake has the exclusive jurisdiction to approve the plat pursuant to Florida Statutes, §177.071; and

**WHEREAS**, the application has been reviewed and approved by a Professional Surveyor and Mapper for the City of Westlake, and said Surveyor and Mapper has found the application to be consistent with the requirements under Florida Statutes, Chapter 177; and

**WHEREAS**, the Building staff, Engineering staff and Planning staff for the City of Westlake has reviewed the application of the final plat and the boundary survey, and the collective staff has recommended approval; and

**WHEREAS**, after careful review and consideration, the collective staff has determined that this application has complied with the Palm Beach County Unified Land Development Codes and Florida law.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, THAT:

**Section 1:**      The above recitals are true and correct and are incorporated herein by this reference.

**Section 2:**      The City Council for the City of Westlake hereby approves the final plat and boundary survey for Persimmon Boulevard West, Plat-1, as described in the attached Exhibit "A", containing approximately 5.094 acres, which is located in the City of Westlake, and in Palm Beach County, Florida.

**Section 3.** The applicant shall provide a certified copy of the recorded plat and the applicant shall cover the costs of recording the plat in the public records in and for Palm Beach County Florida.

**Section 4:** This resolution shall take effect immediately upon its adoption.

**PASSED AND APPROVED** by City Council for the City of Westlake, on this \_\_\_\_\_ day of October, 2017.

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City of Westlake  
Roger Manning, Mayor

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Sandra DeMarco, City Clerk

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Approved as to Form and Sufficiency  
Pam E. Booker, City Attorney

**EXHIBIT "A"****LEGAL DESCRIPTION FOR PERSIMMON BOULEVARD WEST - PLAT 1**

## DESCRIPTION:

A PARCEL OF LAND LYING IN SECTIONS 1 AND 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF SECTION 1, TOWNSHIP 43 SOUTH, RANGE 40 EAST; THENCE S00°59'07"W ALONG THE WEST BOUNDARY OF SAID SECTION 1, A DISTANCE OF 349.11 FEET TO A POINT ON THE SOUTHERLY BOUNDARY OF M-CANAL, A 250 FOOT WIDE CITY OF WEST PALM BEACH RIGHT-OF-WAY, DESCRIBED IN DEED BOOK 1156, PAGE 58, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY; THENCE S87°46'28"E ALONG SAID SOUTHERLY BOUNDARY OF M-CANAL, AS FOUND MONUMENTED, A DISTANCE OF 370.84 FEET; THENCE N88°36'57"E ALONG SAID SOUTHERLY BOUNDARY OF M-CANAL, AS FOUND MONUMENTED, A DISTANCE OF 1,406.04 FEET TO THE WEST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD, A 100 FOOT WIDE RIGHT-OF-WAY, DESCRIBED IN OFFICIAL RECORD BOOK 1544, PAGE 378, AND ROAD PLAT BOOK 4, PAGE 34, BOTH OF SAID PUBLIC RECORDS; THENCE S01°42'52"W ALONG SAID WEST RIGHT-OF-WAY LINE, A DISTANCE OF 3,416.52 FEET TO THE NORTHERLY MOST CORNER OF ADDITIONAL RIGHT-OF-WAY FOR SEMINOLE-PRATT WHITNEY ROAD, DESCRIBED IN OFFICIAL RECORD BOOK 10289, PAGE 488, OF SAID PUBLIC RECORDS; THENCE S02°59'15"W ALONG SAID WEST RIGHT-OF-WAY LINE OF THE ADDITIONAL RIGHT-OF-WAY FOR SEMINOLE-PRATT WHITNEY ROAD, A DISTANCE OF 540.13 FEET; THENCE S01°42'52"W ALONG SAID WEST RIGHT-OF-WAY LINE OF THE ADDITIONAL RIGHT-OF-WAY FOR SEMINOLE-PRATT WHITNEY ROAD, A DISTANCE OF 280.00 FEET; THENCE S00°26'29"W ALONG SAID WEST RIGHT-OF-WAY LINE OF THE ADDITIONAL RIGHT-OF-WAY FOR SEMINOLE-PRATT WHITNEY ROAD, A DISTANCE OF 60.26 FEET; THENCE N88°17'15"W, A DISTANCE OF 111.34 FEET TO THE POINT OF BEGINNING; THENCE S01°42'45"W, A DISTANCE OF 151.00 FEET; THENCE N88°17'15"W, A DISTANCE OF 294.39 FEET; THENCE N72°35'42"W, A DISTANCE OF 52.84 FEET; THENCE N84°47'30"W, A DISTANCE OF 126.42 FEET; THENCE N88°17'15"W, A DISTANCE OF 193.11 FEET; THENCE S46°42'49"W, A DISTANCE OF 25.41 FEET; THENCE S01°42'52"W, A DISTANCE OF 77.86 FEET; THENCE N88°17'08"W, A DISTANCE OF 118.00 FEET; THENCE N01°42'52"E, A DISTANCE OF 66.86 FEET; THENCE N43°17'11"W, A DISTANCE OF 25.41 FEET; THENCE N88°17'15"W, A DISTANCE OF 89.49 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE TO THE NORTHEAST WITH A RADIUS OF 520.00 FEET; THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 23° 03' 59", A DISTANCE OF 209.34 FEET TO A NON-TANGENT INTERSECTION; THENCE N50°55'21"W, A DISTANCE OF 56.50 FEET TO A NON-TANGENT INTERSECTION WITH A CURVE CONCAVE TO THE NORTHEAST WITH A RADIUS OF 368.00 FEET AND A RADIAL BEARING OF N31°00'15"E AT SAID INTERSECTION; THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 22° 35' 55", A DISTANCE OF 145.15 FEET TO THE POINT OF TANGENCY; THENCE N36°23'50"W, A DISTANCE OF 54.60 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE TO THE NORTHEAST WITH A RADIUS OF 498.00 FEET; THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 26° 25' 04", A DISTANCE OF 229.62 FEET TO A NON-TANGENT INTERSECTION; THENCE N0°20'11"E ALONG THE EAST LINE OF THE M-2 CANAL EASEMENT AS RECORDED IN OFFICIAL RECORD BOOK 1687, PAGE 1749 OF SAID PUBLIC

RECORDS, A DISTANCE OF 107.16 FEET; THENCE N89°42'52"E, A DISTANCE OF 87.73 FEET; THENCE S 0°17'08" E, A DISTANCE OF 23.30 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE TO THE NORTHEAST WITH A RADIUS OF 402.00 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 40° 08' 06", A DISTANCE OF 281.60 FEET TO THE POINT OF COMPOUND CURVATURE WITH A CURVE CONCAVE TO NORTHEAST WITH A RADIUS OF 287.00 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 25° 15' 52", A DISTANCE OF 126.55 FEET TO THE POINT OF TANGENCY; THENCE S65°41'06"E, A DISTANCE OF 49.08 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE TO THE NORTHEAST WITH A RADIUS OF 391.00 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 22° 36' 09", A DISTANCE OF 154.24 FEET TO THE POINT OF TANGENCY; THENCE S88°17'15"E, A DISTANCE OF 89.50 FEET; THENCE N46°42'49"E, A DISTANCE OF 25.41 FEET; THENCE N01°42'52"E, A DISTANCE OF 52.66 FEET; THENCE S88°17'08" E, A DISTANCE OF 107.00 FEET; THENCE S01°42'52"W, A DISTANCE OF 41.60 FEET; THENCE S44°14'22"E, A DISTANCE OF 25.76 FEET; THENCE N89°48'23"E, A DISTANCE OF 277.55 FEET; THENCE S78°15'55"E, A DISTANCE OF 53.71 FEET; THENCE S88°17'15"E, A DISTANCE OF 344.70 FEET TO THE POINT OF BEGINNING.

CONTAINING: 221,888 SQUARE FEET OR 5.094 ACRES MORE OR LESS.



## CITY OF WESTLAKE

Engineering Department  
4001 Seminole Pratt Whitney Road  
Westlake, Florida 33470

Phone: (561) 530-5880

[www.westlakegov.com](http://www.westlakegov.com)

- 
1. **DATE:** September 18, 2017
  2. **PETITION NUMBER:** ENG-2017-07
  3. **DESCRIPTION** PERSIMMON BOULEVARD WEST – PLAT 1  
**APPLICANT:** Cotleur & Hearing, Inc.  
**OWNER:** Minto PBLH, LLC  
**REQUEST:** Resubmittal - Plat & Boundary Survey Review  
**LOCATION:** Westlake, Florida
  4. **STAFF REVIEW:**

This is the second review of the Plat of Persimmon Boulevard West. This review is done for compliance with Chapter 177, Florida Statutes and the City of Westlake's codes and ordinances.

All of our previous comments have been adequately addressed. The plat is now in compliance with F.S. Chapter 177. We can therefore recommend that the City of Westlake approve the plat.

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This letter has been prepared by the following individual, in association with their consultants and subconsultants:

A handwritten signature in blue ink, appearing to read "Suzanne Dombrowski".

Suzanne Dombrowski, P.E.

Chen Moore and Associates

Tel: 561.746.6900 x 1035

Email: [sdombrowski@chenmoore.com](mailto:sdombrowski@chenmoore.com)


## **Seventh Order of Business**





**Date:** October 6, 2017

**To:** Maryor Roger Manning  
City Council Members  
Pam Booker, City Attorney

**From:** Kenneth Cassel, City Manager 

**Subject:** Budget Public Hearing

### Memorandum

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Due to a scrivener's error in the publication of the Notice of Tax Increase we are bringing back to you for reconsideration the Fiscal Year 2018 Budget. Attached is the original notice that ran on September 22, 2017 as well as the corrected notice, which ran on October 7, 2017.

# NOTICE OF PROPOSED TAX INCREASE

The City of Westlake, Florida has tentatively adopted a measure to impose a new property tax levy of \$5.125 per \$1,000 value.

**Last year’s property tax levy:**

- A. Initially proposed tax levy..... \$ 0.00
- B. Less tax reductions due to Value Adjustment Board  
and other assessment changes ..... \$ 0.00
- C. Actual property tax levy..... \$ 0.00

**This year’s proposed tax levy ..... \$ 5.125**

All concerned citizens are invited to attend a public hearing on the tax increase to be held on:

**MONDAY, SEPTEMBER 25, 2017**  
**7:00 PM**  
**AT**  
**4005 SEMINOLE PRATT WHITNEY ROAD**  
**WESTLAKE, FL 33470**

**A FINAL DECISION on the proposed tax increase and the budget will be made at this hearing.**

# NOTICE OF PROPOSED TAX INCREASE

The City of Westlake, Florida has tentatively adopted a measure to impose a new property tax levy of \$5.125 per \$1,000 value.

**Last year's property tax levy:**

- A. Initially proposed tax levy..... \$ 0.00
- B. Less tax reductions due to Value Adjustment Board  
and other assessment changes ..... \$ 0.00
- C. Actual property tax levy..... \$ 0.00

**This year's proposed tax levy ..... \$140,304**

All concerned citizens are invited to attend a public hearing on the tax increase to be held on:

**MONDAY, OCTOBER 9, 2017**  
**7:00 PM**  
**AT**  
**4005 SEMINOLE PRATT WHITNEY ROAD**  
**WESTLAKE, FL 33470**

**A FINAL DECISION on the proposed tax increase and the budget will be made at this hearing.**

# CITY OF WESTLAKE



## ***Annual Operating Budget*** **Fiscal Year 2018**

Version 1 - Approved Tentative Budget:  
(Approved on 7/10/17)

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## **CITY OF WESTLAKE**

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### Public Officials

#### **Mayor**

*Roger Manning*

#### **Vice Mayor**

*Katrina Long Robinson*

#### **Councilmann**

*Philip Everett*

#### **Councilman**

*John Stanavitch*

#### **Councilwoman**

*Kara Crump*

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### Administrative Staff

Ken Cassel, City Manager

Pam Booker, Attorney

Severn Trent, Financial Services

## Budget Comparison - General Fund

(Compares FY2017 budget versus FY2018)

| #                    | Budget Item   | Expenditures        | Revenue             | Notes   |
|----------------------|---|---------------------|---------------------|---|
| <b>FY2017 Budget</b> |   | <b>\$ 1,343,197</b> | <b>\$ 1,343,197</b> |   |
| <b>Increases (+)</b> |   |                     |                     |   |
| 1                    | Increase in interest income / related fees                                      | -                   | 2,000               | Increase in budget due to anticipated investment activities.        |
| 2                    | Increase in Ad Valorem Taxes  | -                   | 66,692              | Based on Property Values  |
| 3                    | Increase in Occupational Licenses   | -                   | 5,000               | New line item   |
| 4                    | Increase in Building Permits  | -                   | 4,000               | Increase due to growth within City                                  |
| 5                    | Increase in Other Impact Fees   | -                   | 1,500               | New line item due to new business                                   |
| 6                    | Increase Discretionary Sales Surtax   | -                   | 673                 | New line item   |
| 7                    | Local Communication Tax   | -                   | 10,000              | New line item   |
| 8                    | Local Public Service Tax  | -                   | 10,000              | New line item   |
| 9                    | Developer Contribution  | -                   | 440,506             | General increase which developer will fund                          |
| 10                   | Inspection Fees   | -                   | 1,000               | New line item due to new business                                   |
| 11                   | Increase in Management cost for Administrative Department                       | 34,729              | -                   | Additional management services to handle the increasing workload.   |
| 12                   | Increase in Web Site Maintenance in Administrative Department                   | 5,900               | -                   | New City website  |
| 13                   | Increase in Communication Telephone for Administrative Department               | 3,900               | -                   | Addition of cell phones package for tablets                         |
| 14                   | Lease - Building  | 500                 | -                   | Lease with Minto to use structures and parking spaces.              |
| 15                   | Increase in Insurance for Administrative Department                             | 9,960               | -                   | Increase due to based on Municipal index and new road rights of way |
| 16                   | Increase in Printing & Binding for Administrative Department                    | 1,000               | -                   | Moved from General Government line item                             |
| 16                   | Increase in Misc Bank charges   | 500                 | -                   | New line item for bank charges                                      |
| 17                   | Increase in Legal advertising for Administrative Department                     | 5,500               | -                   | Increase due to Publication requirements                            |
| 18                   | New line item Dues, Licenses, Subscriptions for Administrative Department       | 9,000               | -                   | Moved from General Government budget line item                      |
| 19                   | New line item Capital Outlay - Software   | 120,000             | -                   | New City software   |
| 20                   | New line item Capital Outlay - Computers  | 20,000              | -                   | New hardware (computers)  |
| 21                   | Increase Legal Services for Legal Counsel Department                            | 8,280               | -                   | Annual increase of 3%   |
| 22                   | Increase Engineering/Building Permits/Panning/Zoning for Engineering Department | 332,904             | -                   | Increase due to growth within City                                  |
| <b>Subtotal</b>      |   | <b>552,173</b>      | <b>541,371</b>      |   |

## Budget Comparison - General Fund

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(Compares FY2017 budget versus FY2018)

| #                        | Budget Item                        | Expenditures        | Revenue             | Notes                                      |
|--------------------------|------------------------------------|---------------------|---------------------|--|
| <b>Decreases (-)</b>     |                                    |                     |                     |  |
| 23                       | Decrease Local Govt .05c Sales Tax | -                   | (592)               | Local Government estimation is lower       |
| 24                       | Reduction in Salary Taxes          | (394)               | -                   | Adjustment of last year's amount           |
| 24                       | Reduction in General Government    | (6,500)             | -                   | Moved to other budget line items           |
| 26                       | Utility - General                  | (4,500)             | -                   | Not required - included in lease agreement |
|                          | <b>Subtotal</b>                    | <b>(11,394)</b>     | <b>(592)</b>        |  |
| Total Budget Adjustments |                                    | 540,779             | 540,779             |  |
| <b>FY2018 Budget</b>     |                                    | <b>\$ 1,883,976</b> | <b>\$ 1,883,976</b> |  |
| % Change                 |                                    |                     | 40.3%               |  |



## Summary Budget - General Fund

| ACCOUNT DESCRIPTION  | ACTUAL<br>FY 2016 | ADOPTED<br>BUDGET<br>FY 2017 | ACTUAL            | PROJECTED           | TOTAL                | ANNUAL            |
|--|-------------------|------------------------------|-------------------|---------------------|----------------------|-------------------|
|  |                   |                              | THRU<br>APR-2017  | MAY -<br>SEP-2017   | PROJECTED<br>FY 2017 | BUDGET<br>FY 2018 |
| <b>REVENUES</b>  |                   |                              |                   |                     |                      |                   |
| Interest - Investments                                       | \$ -              | \$ -                         | \$ 321            | \$ 1,000            | \$ 1,321             | \$ 2,000          |
| Ad Valorem Taxes (Millage Rate - 5.125)                      | -                 | 72,000                       | -                 | -                   | -                    | 140,304           |
| Tax Receipts - (Discounts)                                   | -                 | (4,000)                      | -                 | -                   | -                    | (5,612)           |
| Permits and Fees (Cost Recovery)                             | 2,128             | 156,000                      | 117,589           | 99,094              | 216,683              | 167,500           |
| Local Govt .05c Sales Tax                                    | -                 | 1,000                        | -                 | -                   | -                    | 408               |
| Discretionary Sales Surtaxes                                 | -                 | -                            | -                 | -                   | -                    | 673               |
| Local Communication Tax                                      | -                 | -                            | -                 | -                   | -                    | 10,000            |
| Local Public Service Tax                                     | -                 | -                            | -                 | -                   | -                    | 10,000            |
| Guaranteed Deficit Contribution                              | 535,966           | 1,118,197                    | 782,965           | 335,232             | 1,118,197            | 1,558,703         |
| <b>TOTAL REVENUES</b>  | <b>538,094</b>    | <b>1,343,197</b>             | <b>900,875</b>    | <b>435,326</b>      | <b>1,336,201</b>     | <b>1,883,976</b>  |
| <b>EXPENDITURES</b>  |                   |                              |                   |                     |                      |                   |
| <i>Legislative</i>   |                   |                              |                   |                     |                      |                   |
| Legislative Salaries   | 51,000            | 204,000                      | 119,000           | 204,000             | 323,000              | 204,000           |
| Legislative Salaries - Payroll Taxes                         | 3,902             | 16,000                       | 9,104             | 15,606              | 24,710               | 15,606            |
| Other Legislative / Council Expenses                         | -                 | 28,000                       | -                 | -                   | -                    | 28,000            |
| <b>Total Legislative</b>                                     | <b>54,902</b>     | <b>248,000</b>               | <b>128,104</b>    | <b>219,606</b>      | <b>347,710</b>       | <b>247,606</b>    |
| <i>Administrative</i>  |                   |                              |                   |                     |                      |                   |
| Executive / City Clerk                                       | 58,473            | 249,101                      | 145,309           | 103,792             | 249,101              | 283,830           |
| Auditing Services  | -                 | 7,000                        | -                 | 3,085               | 3,085                | 7,000             |
| General Government   | 14,215            | 101,000                      | 21,102            | 85,956              | 107,058              | 126,260           |
| Misc-Contingency   | 30                | 90,000                       | 739               | 89,261              | 90,000               | 90,000            |
| Cap Outlay   | -                 | -                            | -                 | -                   | -                    | 140,000           |
| <b>Total Administrative</b>                                  | <b>72,718</b>     | <b>447,101</b>               | <b>167,150</b>    | <b>282,094</b>      | <b>449,244</b>       | <b>647,090</b>    |
| <i>Legal Counsel</i>   |                   |                              |                   |                     |                      |                   |
| ProfServ-Legal Services                                      | 69,213            | 276,000                      | 161,000           | 115,000             | 276,000              | 284,280           |
| <b>Total Legal Counsel</b>                                   | <b>69,213</b>     | <b>276,000</b>               | <b>161,000</b>    | <b>115,000</b>      | <b>276,000</b>       | <b>284,280</b>    |
| <i>Comprehensive</i>   |                   |                              |                   |                     |                      |                   |
| ProfServ-Planning/Zoning/Eng Services                        | 11,577            | 97,096                       | 206,200           | 147,286             | 353,485              | 430,000           |
| <b>Total Comprehensive</b>                                   | <b>11,577</b>     | <b>97,096</b>                | <b>206,200</b>    | <b>147,286</b>      | <b>353,485</b>       | <b>430,000</b>    |
| <i>Public Safety</i>   |                   |                              |                   |                     |                      |                   |
| Law Enforcement (PBCSO)                                      | -                 | 275,000                      | 736               | 764                 | 1,500                | 275,000           |
| <b>Total Public Safety</b>                                   | <b>-</b>          | <b>275,000</b>               | <b>736</b>        | <b>764</b>          | <b>1,500</b>         | <b>275,000</b>    |
| <b>TOTAL EXPENDITURES</b>                                    | <b>208,410</b>    | <b>1,343,197</b>             | <b>663,189</b>    | <b>764,749</b>      | <b>1,427,939</b>     | <b>1,883,976</b>  |
| Excess (deficiency) of revenues<br>Over (under) expenditures | 329,684           | -                            | 237,686           | (329,423)           | (91,738)             | -                 |
| Net change in fund balance                                   | 329,684           | -                            | 237,686           | (329,423)           | (91,738)             | -                 |
| <b>FUND BALANCE, BEGINNING</b>                               | <b>-</b>          | <b>329,684</b>               | <b>329,684</b>    | <b>-</b>            | <b>329,684</b>       | <b>237,946</b>    |
| <b>FUND BALANCE, ENDING</b>                                  | <b>\$ 329,684</b> | <b>\$ 329,684</b>            | <b>\$ 567,370</b> | <b>\$ (329,423)</b> | <b>\$ 237,946</b>    | <b>\$ 237,946</b> |

## Detailed Budget - General Fund

| ACCOUNT DESCRIPTION           | ACTUAL<br>FY 2016 | ADOPTED<br>BUDGET<br>FY 2017 | ACTUAL           | PROJECTED         | TOTAL                | ANNUAL            |
|-------------------------------|-------------------|------------------------------|------------------|-------------------|----------------------|-------------------|
|                               |                   |                              | THRU<br>APR-2017 | MAY -<br>SEP-2017 | PROJECTED<br>FY 2017 | BUDGET<br>FY 2018 |
| <b>REVENUES</b>               |                   |                              |                  |                   |                      |                   |
| Interest - Investments        | \$ -              | \$ -                         | \$ 321           | \$ 1,000          | \$ 1,321             | \$ 2,000          |
| Ad Valorem Taxes              | -                 | 72,000                       | -                | -                 | -                    | 140,304           |
| Ad Valorem Taxes - Discounts  | -                 | (4,000)                      | -                | -                 | -                    | (5,612)           |
| Occupational Licenses         | -                 | -                            | 3,414            | 1,000             | 4,414                | 5,000             |
| Building Permits              | 2,128             | 156,000                      | 112,906          | 97,094            | 210,000              | 160,000           |
| Local Govt .05c Sales Tax     | -                 | 1,000                        | -                | -                 | -                    | 408               |
| Discretionary Sales Surtaxes  | -                 | -                            | -                | -                 | -                    | 673               |
| Local Commnication Tax        | -                 | -                            | -                | -                 | -                    | 10,000            |
| Local Public Service Tax      | -                 | -                            | -                | -                 | -                    | 10,000            |
| Other Impact Fees             | -                 | -                            | 769              | 500               | 1,269                | 1,500             |
| Developer Contribution        | 535,966           | 1,118,197                    | 782,965          | 335,232           | 1,118,197            | 1,558,703         |
| Inspection Fees               | -                 | -                            | 500              | 500               | 1,000                | 1,000             |
| <b>TOTAL REVENUES</b>         | <b>538,094</b>    | <b>1,343,197</b>             | <b>900,875</b>   | <b>435,326</b>    | <b>1,336,201</b>     | <b>1,883,976</b>  |
| <b>EXPENDITURES</b>           |                   |                              |                  |                   |                      |                   |
| <i>Legislative</i>            |                   |                              |                  |                   |                      |                   |
| Mayor/Council Stipend         | 51,000            | 204,000                      | 119,000          | 204,000           | 323,000              | 204,000           |
| FICA Taxes                    | 3,902             | 16,000                       | 9,104            | 15,606            | 24,710               | 15,606            |
| ProfServ-Legislative Expense  | -                 | 18,000                       | -                | -                 | -                    | 18,000            |
| Council Expenses              | -                 | 10,000                       | -                | -                 | -                    | 10,000            |
| <b>Total Legislative</b>      | <b>54,902</b>     | <b>248,000</b>               | <b>128,104</b>   | <b>219,606</b>    | <b>347,710</b>       | <b>247,606</b>    |
| <i>Administrative</i>         |                   |                              |                  |                   |                      |                   |
| Management Services           | 58,473            | 249,101                      | 145,309          | 103,792           | 249,101              | 283,830           |
| ProfServ-Web Site Maintenance | -                 | -                            | -                | -                 | -                    | 5,900             |
| Auditing Services             | -                 | 7,000                        | -                | 3,085             | 3,085                | 7,000             |
| Communication - Telephone     | 536               | 3,600                        | 1,675            | 1,196             | 2,871                | 7,500             |
| Postage and Freight           | 40                | 1,500                        | 159              | 114               | 273                  | 1,500             |
| Lease - Building              | -                 | -                            | -                | -                 | -                    | 500               |
| Utility - General             | -                 | 4,500                        | -                | -                 | -                    | -                 |
| Insurance - General Liability | 1,260             | 5,040                        | 5,000            | -                 | 5,000                | 15,000            |
| Printing & Binding            | -                 | -                            | -                | -                 | -                    | 1,000             |
| Legal Advertising             | 475               | 4,500                        | 6,217            | 3,783             | 10,000               | 10,000            |
| Start-up Costs                | 5,000             | -                            | -                | -                 | -                    | -                 |
| General Government            | 6,305             | 79,360                       | 2,478            | 76,882            | 79,360               | 72,860            |
| Misc-Bank Charges             | -                 | -                            | -                | -                 | -                    | 500               |
| Misc-Contingency              | 30                | 90,000                       | 739              | 89,261            | 90,000               | 90,000            |
| Office Supplies               | 599               | 2,500                        | 5,573            | 3,981             | 9,554                | 2,500             |
| Dues, Licenses, Subscriptions | -                 | -                            | -                | -                 | -                    | 9,000             |
| Cap Outlay - Software         | -                 | -                            | -                | -                 | -                    | 120,000           |
| Cap Outlay - Computers        | -                 | -                            | -                | -                 | -                    | 20,000            |
| <b>Total Administrative</b>   | <b>72,718</b>     | <b>447,101</b>               | <b>167,150</b>   | <b>282,094</b>    | <b>449,244</b>       | <b>647,090</b>    |
| <i>Legal Counsel</i>          |                   |                              |                  |                   |                      |                   |
| ProfServ-Legal Services       | 69,213            | 276,000                      | 161,000          | 115,000           | 276,000              | 284,280           |
| <b>Total Legal Counsel</b>    | <b>69,213</b>     | <b>276,000</b>               | <b>161,000</b>   | <b>115,000</b>    | <b>276,000</b>       | <b>284,280</b>    |

## Detailed Budget - General Fund

| ACCOUNT DESCRIPTION  | ACTUAL<br>FY 2016 | ADOPTED<br>BUDGET<br>FY 2017 | ACTUAL<br>THRU<br>APR-2017 | PROJECTED<br>MAY -<br>SEP-2017 | TOTAL<br>PROJECTED<br>FY 2017 | ANNUAL<br>BUDGET<br>FY 2018 |
|--|-------------------|------------------------------|----------------------------|--------------------------------|-------------------------------|-----------------------------|
| <b>Comprehensive</b>   |                   |                              |                            |                                |                               |                             |
| ProfServ-Planning/Zoning/Eng Services                        | 11,577            | 97,096                       | -                          | -                              | -                             | -                           |
| ProfServ-Engineering   |                   |                              | 47,181                     | 33,701                         | 80,882                        | 100,000                     |
| ProfServ-Building Permits                                    |                   |                              | 75,073                     | 53,623                         | 128,696                       | 160,000                     |
| ProfServ-Planning/Zoning Board                               |                   |                              | 83,946                     | 59,962                         | 143,908                       | 170,000                     |
| <b>Total Comprehensive</b>                                   | <b>11,577</b>     | <b>97,096</b>                | <b>206,200</b>             | <b>147,286</b>                 | <b>353,485</b>                | <b>430,000</b>              |
| <b>Other Public Safety</b>                                   |                   |                              |                            |                                |                               |                             |
| Contracts-Sheriff  | -                 | 275,000                      | 736                        | 764                            | 1,500                         | 275,000                     |
| <b>Total Other Public Safety</b>                             | <b>-</b>          | <b>275,000</b>               | <b>736</b>                 | <b>764</b>                     | <b>1,500</b>                  | <b>275,000</b>              |
| <b>TOTAL EXPENDITURES</b>                                    | <b>208,410</b>    | <b>1,343,197</b>             | <b>663,189</b>             | <b>764,749</b>                 | <b>1,427,939</b>              | <b>1,883,976</b>            |
| Excess (deficiency) of revenues<br>Over (under) expenditures | 329,684           | -                            | 237,686                    | (329,423)                      | (91,738)                      | -                           |
| Net change in fund balance                                   | 329,684           | -                            | 237,686                    | (329,423)                      | (91,738)                      | -                           |
| <b>FUND BALANCE, BEGINNING</b>                               | <b>-</b>          | <b>329,684</b>               | <b>329,684</b>             | <b>-</b>                       | <b>329,684</b>                | <b>237,946</b>              |
| <b>FUND BALANCE, ENDING</b>                                  | <b>\$ 329,684</b> | <b>\$ 329,684</b>            | <b>\$ 567,370</b>          | <b>\$ (329,423)</b>            | <b>\$ 237,946</b>             | <b>\$ 237,946</b>           |

## Budget Narratives – General Fund

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### Revenue

#### Interest - Investments

The City earns interest income from investments in Money Market account.

#### Ad Valorem Taxes

The City will levy an Ad Valorem assessment on all parcels within the City to pay for the operating expenditures during the Fiscal Year.

#### Ad Valorem Taxes - Discounts

In accordance with applicable Florida Statutes, property owners within the City limits are entitled to a discount providing their Ad Valorem taxes are paid by specific dates. The discount is calculated as if all residents took full advantage of the early pay process.

#### Occupational Licenses

The City collects a business tax on all businesses operating within the City limits. This is an annual fee and is collected October 1<sup>st</sup> each year or when a new business opens within the City limits.

#### Building Permit

The City collects building permit fees in accordance with applicable statutes to cover the cost of plan review and inspection services. This revenue will vary from year to year depending upon the volume of permit activity.

#### Local Govt .05 Sales Tax

The Half-Cent Sales Tax is a state authorized tax, approved by residents of a city, for funding certain well-defined community projects.

#### Local Discretionary Sales Surtax

County tax is imposed by most Florida counties and applies to most transactions subject to sales tax.

#### Communications Service Tax

Chapter 202, Florida Statutes. The Communications Service Tax applies to telecommunications, video, direct-to-satellite, and related services. The definition of communications services encompasses voice, data, audio, video, or any other information or signals transmitted by any medium.

#### Local Public Service Tax

Sections 166.231-.235, Florida Statutes. Municipalities may levy by ordinance a public service tax on the purchase of electricity, metered natural gas, liquefied petroleum gas either metered or bottled, manufactured gas either metered or bottled, and water service.

#### Other Impact Fees

The City collects all applicable impact fees from new construction in accordance with applicable laws, codes and statutes. The City remits those fees to the applicable agency and keeps a portion for administrative cost in accordance with applicable statutes.

#### Developer Contribution

The City has a deficit funding agreement in place with the main developer Minto PBLH, LLC.

#### Inspection Fees

Inspection fees collected from property owners or businesses for change of use, occupational licenses, etc.

## Budget Narratives – General Fund

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### Expenditures

#### *Expenditures – Legislative*

##### **Mayor/Council Stipend**

The City Charter specifies the Mayor and City Council receive compensation for their service to the community.

##### **FICA Taxes**

Payroll taxes on City Council stipend. The budgeted amount for the fiscal year is calculated at 7.65% of the total payroll expenditure.

##### **Professional Services - Legislative Expense**

The legislative expense is to cover the cost of a firm to represent the City during the legislative session.

##### **Council Expense**

The council expense is to cover the cost of the city council attending various meetings and trainings throughout the year.

#### *Expenditures – Administrative*

##### **Management Services**

The City receives the City Manager, City Clerk, Administrative, Accounting and Accounts Payable services as part of a Management Agreement with Severn Trent Environmental Services, Inc. The budgeted amount for the fiscal year is based on the current and projected staffing needs for the City in the coming year.

##### **Prof Service - Web Site Maintenance**

This line includes funds for the website hosting and posting of information to meet current Florida Statutes. Also included is the annual domain name fees and any modifications to the web site.

##### **Auditing Services**

The City is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on a projection of prior years' expenditures.

##### **Communication - Telephone**

Telephone T-Mobile USA Inc.

##### **Postage and Freight**

Postage and/or freight used for City mailings, vendor checks and other correspondence.

##### **Lease – Building**

The City leases from Minto PBLH< LLC two structures and associated parking spaces to hold meetings of the City Council and to conduct other City business.

##### **Insurance – General Liability**

The City's General Liability & Public Officials Liability Insurance policy is currently with Public Risk Insurance. Public Risk Insurance specializes in providing insurance coverage to governmental agencies. The budgeted amount for the fiscal year is based on prior year premiums plus any anticipated market adjustments.

##### **Printing & Binding**

Copies used in the preparation of agenda packages, required mailings, and other special projects.

##### **Legal Advertising**

The City's is required to advertise various notices for monthly council meetings, planning & zoning meetings and other public hearings in a newspaper of general circulation.

## Budget Narratives – General Fund

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### *Expenditures – Administrative (continued)*

#### **Misc-Bank Charges**

This includes bank charges and any other miscellaneous bank expenses that incurred during the year.

#### **General Governmental**

This line is for cost associated various expenses not covered in specific line items within the budget but are recurring expenses.

#### **Misc-Contingency**

This includes any other miscellaneous expenses that incurred during the year. During the initial setup of the City there are miscellaneous items that are unforeseen that need to be covered.

#### **Office Supplies**

Supplies used in the preparation of required mailings, and other special projects. Also in this line item is the cost for supplies in the City's office.

#### **Dues, Licenses, Subscriptions**

This line includes funds for membership fees and dues to including but not limited to the Chamber of Commerce, Fla League of Cities, FL League of Mayors and Western Communities Counsel.

#### **Capital Outlay - Software**

This line includes funding for setting up the building department software to process building permits and inspections and GIS .

#### **Capital Outlay - Computers**

This line includes funding for the computers to operate the building department software and other programs not supplied by contract.

### *Expenditures – Legal Counsel*

#### **Professional Services - Legal Services**

The City's legal counsel will provide general legal services to the City in accordance with the contract between the City and the Attorney.

### *Expenditures – Comprehensive*

#### **Professional Services – Engineering**

The City's engineer provides services to the City in accordance with their respective contracts. i.e. Plan review, attendance at meetings, and other services within their scope. These services are covered by the permit fees of the applicant as part of the building permit process.

#### **Professional Services – Building Permits**

The City contracts the Building department services to provide plan review permit issuance and inspections services. The service is funded by the permit fees of the applicant as part of the building permit process.

#### **Professional Services – Planning/Zoning Board**

The City contracts the Planning & Zoning department services to provide site plan review, comprehensive master planning, zoning review for permit issuance. These services are funded by the permit fees of the applicant as part of the building permit review process.

## Budget Narratives – General Fund

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|---|
| <i>Expenditures – Other Public Safety</i> |
|---|

**Contracts-Sheriff**

The City contracts for police services through the Palm Beach County Sheriff within the City limits. Initially on a permit basis until sufficient residents within the City limits.

**7A**



OCTOBER 9, 2017

**RESOLUTION 2017-17****A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, RE-ADOPTING THE FINAL AD VALOREM MILLAGE RATE TO BE LEVIED FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2017, ENDING ON SEPTEMBER 30, 2018.**

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WHEREAS, pursuant to applicable provisions of law, the City of Westlake has computed a final millage rate and prepared a final budget for the fiscal year beginning October 1, 2017 and ending on September 30, 2018; and

WHEREAS, a "Notice of Final Millage Rate and Final Budget Hearings" advising the public that a public hearing on the final millage rate and final budget would be held on October 9, 2017, at 7:00 pm in the Westlake Community Center, located at 4005 Seminole Pratt Whitney Road, Westlake, Florida, has been published as required by Florida Statute 200.065; and

WHEREAS, said public hearing has been held as stated above and comments from the public concerning said final millage rate and final budget have been heard and considered; and

WHEREAS, the gross taxable value for operation purposed not exempt from taxation within Palm Beach County, has been certified by the Palm Beach County Appraiser to the City of Westlake as **\$27,376,401.00**; and

WHEREAS, it is the desire of the City Council for the City of Westlake to adopt a final millage rate for the fiscal year beginning October 1, 2017 and ending on September 30, 2018;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA:

- Section 1: That the final ad valorem millage rate of \$1,000.00 of assessed value for real and personal property value as established by the Palm Beach County Property Appraiser for the October 1, 2017 to September 30, 2018, fiscal year is hereby set at **5.125** mills.
- Section 2: The operating millage rate for the fiscal year 2017/2018 is set at 5.125 mills, which is 0 (%) the "rolled-back rate" of 0. As this is the first year for the City of Westlake to levy taxes, there is no "rolled-back rate" calculation for the initial tax levy year. A "rolled-back rate" will be calculated for the next fiscal year.
- Section 3: The City of Westlake is a newly incorporated city and does not have voted debt for fiscal year 2017/2018.

Section 4: That a public hearing to adopt a final millage rate and final budget shall be held on October 9, 2017, in accordance with Section 200.065, of the Florida Statutes.

Section 5: That this resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED by City Council for the City of Westlake, on this 9<sup>th</sup> day  
of October 2017.

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Roger Manning, Mayor  
City of Westlake

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Sandra Demarco, City Clerk

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Approved as to Form and Sufficiency  
Pam E. Booker, City Attorney

**7B.**

OCTOBER 9, 2017

**RESOLUTION 2017-18**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, RE-ADOPTING THE FINAL BUDGET FOR THE CITY OF WESTLAKE, FLORIDA, AND MAKING AN APPROPRIATION FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2017, AND ENDING ON SEPTEMBER 30, 2018.

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WHEREAS, in accordance with applicable provision of the law, the City Council for the City of Westlake has prepared a final budget for the City of Westlake for the fiscal period beginning on October 1, 2017 and ending on September 30, 2018, and determined the amount of available funds on hand, the estimated revenues, and appropriated amounts for the support of various operations of the City for the fiscal period; and

WHEREAS, a "Notice of Proposed Tax Increase" advising the public that the public hearing on the final millage rate and the final budget would be held on October 9, 2017, at 7:00 pm, at the Westlake Community Center, located at 4005 Seminole Pratt Whitney Road, Westlake, Florida 33470, has been published as required by Florida Statute 200.065; and

WHEREAS, said public hearing has been held as stated above and comments from the public concerning said final millage rates and final budget have been heard and considered; and

WHEREAS, as set forth during the tentative budget hearing the City Council acknowledges that said tentative budgets reflect the total revenue and expenditure estimates for the fiscal year beginning on October 1, 2017 and ending September 30, 2018 for all funds and

WHEREAS, it is the desire of the City Council for the City of Westlake, to adopt a final budget for the fiscal year beginning October 1, 2017 and ending on September 30, 2018;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA:

SECTION 1. There is hereby approved and adopted the final budget for the City of Westlake, Florida, as reflected in Exhibit "A", which is attached hereto and made a part hereof, for the fiscal period beginning on October 1, 2017 and ending on September 30, 2018.

SECTION 2. There is hereby appropriated for the funds of the City of Westlake, Florida, the sum of \$1,883,976 as the appropriation for the fiscal year, October 1, 2017 through September 30, 2018.

SECTION 3. That the adopted final operation budget for Fiscal Year 2018 established limitations on expenditures/expenses by fund total. Said limitation meaning that the total sum allocated to each fund for total expenditures/expenses may not be increased without specific authorization by a duly enacted resolution effecting such amendment or transfer.

SECTION 4. That during the course of the 2018 fiscal year the City Council may transfer budgeted amounts from one fund or project to another fund or project and otherwise amend the budget by resolution, in accordance with laws of this State and the City Charter.

SECTION 5. This resolution shall become effective immediately upon its adoption.

PASSED AND APPROVED BY the City Council for the City of Westlake, Florida, this 9<sup>th</sup> day of October 2017.

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Roger Manning, Mayor  
City of Westlake, Florida

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Sandra Demarco, City Clerk

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Approved as to Form  
Pam E. Booker, City Attorney