

**MINUTES OF MEETING
CITY OF WESTLAKE**

A meeting of the City Council of the City of Westlake was held on Monday, June 17, 2019 at 6:42 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

Also present were:

Kenneth Cassel	City Manager
Pam E. Booker, Esq.	City Attorney
Nilsa Zacarias	NZ Consultants
Donaldson Hearing	Cotleur & Hearing
Ross Claiborne	Verdad
Kevin Roberson	Kimley-Horn
Tara W. Duhy	Lewis, Longman and Walker
John Carter	Minto PBLH, LLC
Residents	

The following is a summary of the minutes and actions taken during the June 17, 2019 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

Approval of Agenda

On MOTION by Councilman Stanavitch seconded by Vice Mayor Long Robinson with all in favor the agenda was approved.
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THIRD ORDER OF BUSINESS

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

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

**Legislative Update – Presentation by
Senator Bobby Powell**

Senator Powell was unable to attend.

FIFTH ORDER OF BUSINESS

Approval of the Minutes of the May 13, 2019 Workshop and Regular Meetings

On MOTION by Councilwoman Crump seconded by Vice Mayor Long Robinson with all in favor the minutes of the May 13, 2019 workshop and regular meetings were approved.

SIXTH ORDER OF BUSINESS

Approval of Financial Statements

A. March 2019 Financials (Tabled Item)

Mr. Cassel reviewed the financials.

- The building permits’ expense and revenue are balancing each other.
- Office supplies are more than originally anticipated.
- Revenues and expenditure are within budget and the City has not had to use the underlying backstop of finances.
- The City budgeted approximately \$1.8 Million and to date actual expenditures total \$325,000.

On MOTION by Councilwoman Crump seconded by Councilman Stanavitch with all in favor the March 2019 financials were approved.

B. April 2019 Financials

Mr. Cassel reviewed the financials.

On MOTION by Councilman Stanavitch seconded by Councilwoman Crump with all in favor the April 2019 financials were approved.

FIRST READING OF ORDINANCE

SEVENTH ORDER OF BUSINESS

Ordinance 2019-6, Establishing Mandatory Signage Design

- Mr. Cassel stated language will be modified to the ordinance prior to the second reading.
- Ms. Booker stated approval of the first reading prior to modifications is at the Council’s discretion.
- Vice Mayor Long Robinson recommended tabling it until the modifications are made.
- This item was tabled for consideration at the July 8, 2019 meeting.
- Ms. Booker requested the Council review the ordinance and provide any comments to City staff. She does not feel the definitions can be reduced to 30. There may be 30 overlapping with proposed definitions in Article 1 or 2. There are multiple types of

signs that she feels need to be identified and called out as they are in the ordinance. She does not think they should all be eliminated into Article 1.

- Mr. Cassel stated City staff will come back to the Council with the appropriate number of definitions.

SECOND READING OF ORDINANCE

EIGHTH ORDER OF BUSINESS

Ordinance 2019-5, Approving Rezoning from AR to MUPD/EDC

Mr. Cassel read Ordinance 2019-5 by title only.

On MOTION by Vice Mayor Long Robinson seconded by Councilwoman Crump with all in favor the second reading of Ordinance 2019-5, approving rezoning from AR to MUPD/EDC, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Agreement with the PBCSO for Law Enforcement Services

Mr. Cassel stated this item is on the agenda for discussion.

- The City has been fulfilling its obligations for police service through permit details.
- It is the City’s responsibility to have a police department.
- The City will be contracting with the Sherriff’s office for full service starting in October of 2019.
- Police vehicles will have the City of Westlake on them. There will be five officers, one sergeant, one lieutenant and the rest of the commanding structure.
- The costs are in line with, or lower than, other cities. The cost is approximately \$139,000 per officer. This includes officer training, vehicle, radios, gear and more.
- This item will be brought before the Council for consideration at the July 8, 2019 meeting.
- Vice Mayor Long Robinson requested a budget workshop prior to considering this agreement.

TENTH ORDER OF BUSINESS

Consideration of Interlocal Agreement with PBC for Traffic Jurisdiction

Ms. Booker stated this was approved by the City last year and never got placed on the County’s agenda for approval. A redlined version with the County’s comments was provided in the agenda package. It is expected to go before the County Commission for approval in September. She has no objection to the requested changes and requested approval from the Council.

On MOTION by Councilwoman Crump seconded by Vice Mayor Long Robinson with all in favor the changes to the Interlocal Agreement with PBC for traffic jurisdiction were approved.

ELEVENTH ORDER OF BUSINESS Manager’s Report

A. Review and Discussion of Fiscal Year 2020 Budget

The Council was provided a preliminary draft of the Fiscal Year 2020 Budget. Mr. Cassel recommends staying with the 5.125 millage rate. This year’s projected revenue is approximately \$555,000 with the 5.125 rate. This budget also contains a \$1.8 Million developer contribution.

TWELFTH ORDER OF BUSINESS Attorney’s Report

A. Bills with Significant Impacts to Cities

Ms. Booker reviewed a memorandum from the Florida League of Cities, which addresses bills passed that will have significant impacts to cities.

- House Bill 861 deals with government reporting and website postings. This will be effective October 15, 2019. This bill will require approved tentative budgets to remain on the website for 45 days and final adopted budgets are to remain posted for two years.
- House Bill 207 addresses impact fees.
- House Bill 7103 includes rules on affordable housing, dealing with inclusionary zoning and making sure there are incentives for the developer for such housing.
- Communication Services deals with wireless facilities on utility poles. This will not have much of an impact on the City because utilities are underground and belong to SID.
- Another requirement for websites deals mostly with the Building Department. It is in regards to permit and inspection fees. A workshop will be scheduled with regard to these fees.

THIRTEENTH ORDER OF BUSINESS PBSO Monthly Report – Informational Only

This item is for informational purposes only.

FOURTEENTH ORDER OF BUSINESS Response Time Report from Palm Beach County Fire Rescue – Informational Only

This item is for informational purposes only.

FIFTEENTH ORDER OF BUSINESS

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

Mr. Carter addressed the Council and stated Minto PBLH, LLC will hold a grand opening for the Westlake Adventure Park on Saturday, June 22, 2019. He invited the Council to attend. The event will start at noon with a ribbon cutting ceremony.

SIXTEENTH ORDER OF BUSINESS

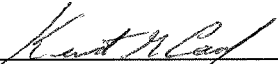
Council Comments

Mayor Manning commented on the attendance by residents and thanked them being there.

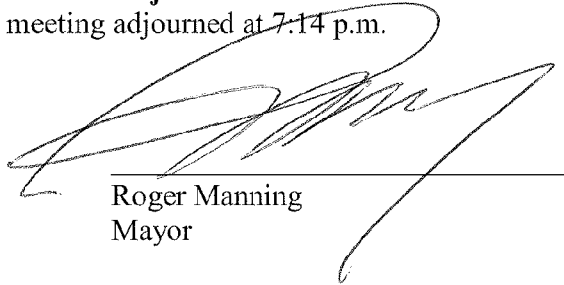
SEVENTEENTH ORDER OF BUSINESS

Adjournment

There being no further business, the meeting adjourned at 7:14 p.m.



Kenneth Cassel
City Manager



Roger Manning
Mayor