

**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

**Council Meeting**  
**Monday, July 8, 2019**

**Meeting Location**  
**Westlake Council Chambers**  
**4005 Seminole Pratt-Whitney Road**  
**Westlake, FL 33470**  
**6:30 p.m.**

*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.*

**City of Westlake**

4001 Seminole Pratt Whitney Rd.  
Westlake, Florida 33470  
Phone: 561-530-5880  
Fax: 561-790-5466  
Website: [westlakegov.com](http://westlakegov.com)



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July 2, 2019

City Council  
City of Westlake

Dear Mayor and Council:

The City Council of the City of Westlake will hold a regular meeting and public hearing on Monday, July 8, 2019 at 6:30 p.m. 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. Approval of Agenda
3. Audience Comments on Agenda Items (3) Minute Time Limit
4. Approval of the Minutes of the May 28, 2019 Workshop and June 17, 2019 Regular Meetings
5. Approval of the May 2019 Financial Statements
6. Staff Reports and Presentations
  - A. Requested Use Presentation for 7-Eleven
  - B. Requested Use Staff Report for 7-Eleven
  - C. 7-Eleven Site Plan Presentation
  - D. 7-Eleven Site Plan Staff Report
7. Consideration of Resolution 2019-16, Approving Requested Use for Gasoline Station and Convenience Store
8. Consideration of Resolution 2019-12, Approving Final Plat for 7-Eleven
9. Consideration of Resolution 2019-15, Approving Final Site Plan for 7-Eleven
10. Florida Public Utilities (FPU) Requests for Time Extension for Temporary Gas Tank
11. Manager's Report
  - A. Acceptance of Financial Audit for Fiscal Year 2018
  - B. Consideration of Special Meeting for July 22, 2019
12. Attorney's Report
13. PBSO Monthly Report – Informational Only
14. Response Time Report from Palm Beach County Fire Rescue – Informational Only
15. Audience Comments on Other Items (3) Minute Time Limit
16. Council Comments
17. 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.  
Terry Lewis  
John Carter  
Kelley Burke

## **Fourth Order of Business**

**MINUTES OF WORKSHOP  
CITY OF WESTLAKE**

A workshop of the City Council of the City of Westlake was held on Tuesday, May 28, 2019 at 6:00 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

Also present were:

Kenneth Cassel	City Manager
Pam E. Booker, Esq.	City Attorney
Nilsa Zacarias	NZ Consultants
Joe Burko	Building Official
Donaldson Hearing	Cotleur & Hearing
Tara W. Duh	Lewis, Longman and Walker
Robert Diffenderfer	Lewis, Longman and Walker
John Carter	Minto PBLH, LLC
Residents	

*The following is a summary of the minutes taken during the May 28, 2019 City of Westlake Council Workshop.*

**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**

**Presentation and Discussion of Proposed Articles**

Ms. Zacarias addressed the Council and re-presented a PowerPoint previously reviewed in October 2018 about the overall vision of the land development regulations.

**A. Article 1, Administration**

**B. Article 2, Development Review Process**

Ms. Zacarias provided the Council with a presentation and review of Articles 1 and 2 of the land development regulations. The following was discussed:

- Article 1 deals with definitions and describes the authority of City Council, Boards and City Staff.

- The City currently has a Planning and Zoning Board that reviews and makes recommendations to the Council. They can also make final approval for minor site plans.
- Mr. Burko provided feedback based on his experience in other municipalities with regard to Planning and Zoning and the Land Development Code. In his opinion a special magistrate serves the purpose better for the City at this time. He feels it is a more fluid process. He also reviewed the type of comprehensive group that usually makes up a Planning and Zoning Board.
- Vice Mayor Long Robinson requested input from Mr. Carter. He prefers not having a Planning and Zoning Board. He strongly encouraged the Council to consider a special magistrate.
- Ms. Duhy circulated a proposed draft for a Special Magistrate. Site plans would go to the Planning Director to make decisions, unless they are of the ilk that they rise to the level to come before the Council. If there is disagreement on code interpretation, it could go before the special magistrate for interpretation. A special magistrate would also consider variances.
- Ms. Booker stated they looked at Collier and Lee Counties' codes. She spoke with several law firms that represent multiple jurisdictions in the State of Florida to inquire about the special magistrate process. The code which came before the Council for first reading contemplates a special magistrate for code enforcement issues. That mechanism has been set forth. What is being proposed is different from that. Collier County has a special magistrate to consider appeals of administrative decisions and interpretations. They also have an appeal to the City Commission.
- The Council has the option to continue serving on the Planning and Zoning Board or to appoint outside individuals in the community.
- Mayor Manning does not feel comfortable giving up all the power to a special magistrate. The Council should have a say.
- Ms. Duhy stated they are not proposing to replicate Collier County. The special magistrate discussion is almost independent of the Planning and Zoning Board. It is their opinion that the Planning and Zoning Board is an unnecessary step in the process. They are suggesting either the Planning Director or the Council be the final decision maker.
- Vice Mayor Long Robinson would like to know where this has been done in the tri-county area and if it has been successful. She would like a percentage of

municipalities in the State that do not have Planning and Zoning Boards. She also wants the percentage of municipalities in the State that are advised on Planning and Zoning matters.

- Mr. Burko clarified as a building official he comes in on the back end. He prefers a special magistrate for the purposes of a code enforcement board dealing with an LDC. That individual or that board has the right to fine residents, businesses and individuals. An independent third party being responsible for those decisions is better overall for a community of this size.

### **C. Article 3, Zoning Districts and Standards**

Ms. Zacarias provided the Council with a presentation and review of Article 3 of the land development regulations. The following was discussed:

- Conditional uses would not come before the Council, but instead a table would be used. The Council would set policy on the table.
- Mr. Carter stated part of Minto's presentation is to help the Council understand what is happening in their area of competition. Westlake was established as the 39<sup>th</sup> City in Palm Beach County on the idea of being different than other municipalities. It is important to recognize and maintain an advantage over the competition. There are multiple communities being developed near the City, which are similar in size. It is critical to be competitive in order to populate the City and receive tax revenue. It is important to maintain flexibility and not to force a requirement to create a mixture of lot sizes.
- Ms. Zacarias reviewed the advantages and disadvantages of conditional use. If an educational use comes through and it is a conditional use, the applicant can put together a conceptual drawing, explain how many children will be served and then go before Council with a presentation. Council can then set their special conditions.
- Ms. Duhy has represented several educational uses trying to go into residential neighborhoods, which did not pass during the conditional use process for no reasons that are in the code. This is why they object to this. If the Council wants to regulate certain concerns or aspects, the comprehensive plan allows this in this area. If the Council has a harm, regulations can be included in the code that are clear and an applicant will know they have to deal with. Those are the conditions they should be requested to abide by.

- Mr. Carter warned that what is being proposed by City Staff will allow policy decisions for conditional uses to be driven by the number of residents that show up to protest a project.
- Ms. Booker stated agenda pages 26 and 28 provide more language on conditional use. They are considered on a case by case basis.
- Ms. Zacarias reviewed the tables for single family homes.
- Mr. Hearing reviewed lot sizes in different communities.
- Further discussion and review of lot sizes ensued.
- Ms. Booker stated when the Council adopted Ordinance 2018-3, they amended the County's tables 3D1A to change the lot size and create the 50 foot lot in R1. That table includes both the 65 foot lot, which was intentionally left at 7½ foot site yard setbacks. The 50 foot lot had the 5 foot setback.
- Ms. Duhy respectfully disagreed with that interpretation. The chart actually has a line for single family lots with a minimum lot width of 65. It is currently zoned as Minto West TTD and TTD single family homes are 37, 50 square foot lot width and 5 foot side yard setback. Minto's single family, under the TTD zoning in the interim code is governed by that provision and not the more general single family.
- Ms. Zacarias reviewed R2 zoning district. She stated having two zones allows for diversity on residential solution products.
- Mr. Hearing stated Minto needs to work with staff. R2 is where they need more flexibility to have greater density.
- Mr. Cassel stated they will meet to go over the 40 foot lots, lot coverage and setbacks.

**FOURTH ORDER OF BUSINESS****Audience Comments on Agenda Items (3)  
Minute Time Limit**

- Mr. Diffenderfer addressed the Council on behalf of SID regarding the draft articles. What the City published as Article 2 reads a lot like standard municipal ordinances dealing with infrastructure issues. It does not recognize SID's role in the same way the draft he had worked on did. He has a problem with the Article 2 draft if it proceeds the way it is. He stated this is not a policy issue, but fundamentally a legal issue. The City is not a standard municipality. SID's responsibilities and the City's responsibilities need to be separated.

- Ms. Ladi March-Goldwire thanked everyone for the time and effort they are putting in to make considerations of what it looks like for the residents. She would like them to make considerations for current residents.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

There being no further business, the meeting adjourned at approximately 8:37 p.m.

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Kenneth Cassel  
City Manager

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Roger Manning  
Mayor



**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. Duh	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.

**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.

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Kenneth Cassel  
City Manager

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Roger Manning  
Mayor

## **Fifth Order of Business**



## MEMORANDUM

**TO: Members of the City Council, City of Westlake**  
**FROM: Steven Fowler, Accountant; Alan Baldwin, Accounting Manager**  
**CC: Ken Cassel, City Manager**  
**DATE: June 21, 2019**  
**SUBJECT: May Financial Report**

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Please find attached the May 2019 financial report. During your review, please keep in mind that the goal is for revenue to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. An overview of the City is provided below. Should you have any questions or require additional information, please contact me at [Steven.Fowler@inframark.com](mailto:Steven.Fowler@inframark.com).

### **General Fund**

- Total Revenues through May were approximately 51% of the annual budget. During this time approximately 92% of the FY2019 Ad Valorem Tax had been collected. The annual budget includes revenue from a funding agreement with Minto Community, LLC. Actual receipts under this funding agreement were far less than anticipated as of the end of May, while revenue from Building Permits was higher than anticipated for the same period.
- Total Expenditures through May were approximately 55% of the annual budget. During this time actual expenditures for Parks and Grounds Maintenance, Special Events, Building Reserve and Public Safety were far less than anticipated, while expenditures for Engineering Services were higher than anticipated.

### **Special Revenue Fund – Housing Assistance Program**

- Total Revenues through May were approximately 140% of the annual budget. \$1,500 per SFR building permit is paid into the Housing Assistance Program as a donation. The City received a \$60,000 donation from FPL in November. There were no uses of program resources through May.

# City of Westlake

## Financial Report

*May 31, 2019*





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# **City of Westlake**

## **Financial Statements**

**May 31, 2019**

**Balance Sheet**  
 May 31, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	SPECIAL REVENUE FUND - HOUSING ASSISTANCE PROGRAM	TOTAL
<b>ASSETS</b>			
Cash - Checking Account	\$ 879,199	\$ -	\$ 879,199
Assessments Receivable	5,625	-	5,625
Investments:			
Money Market Account	3,436	493,057	496,493
Prepaid Items	625	-	625
Deposits	641	-	641
<b>TOTAL ASSETS</b>	<b>\$ 889,526</b>	<b>\$ 493,057</b>	<b>\$ 1,382,583</b>
<b>LIABILITIES</b>			
Accounts Payable	\$ 99,100	\$ -	\$ 99,100
Accrued Expenses	95,000	-	95,000
DBPR surcharge	879	-	879
DCA surcharge	1,396	-	1,396
Due To Developer	47,128	-	47,128
Due To Other Districts	118,281	-	118,281
Deferred Revenue-Developer Submittals (Minto)	10,456	-	10,456
<b>TOTAL LIABILITIES</b>	<b>372,240</b>	<b>-</b>	<b>372,240</b>
<b>FUND BALANCES</b>			
<b>Nonspendable:</b>			
Prepaid Items	625	-	625
<b>Restricted for:</b>			
Special Revenue	-	493,057	493,057
<b>Unassigned:</b>	516,661	-	516,661
<b>TOTAL FUND BALANCES</b>	<b>\$ 517,286</b>	<b>\$ 493,057</b>	<b>\$ 1,010,343</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 889,526</b>	<b>\$ 493,057</b>	<b>\$ 1,382,583</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2019

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
<b>REVENUES</b>				
Interest - Investments	\$ 2,000	\$ 1,333	\$ 1,146	\$ (187)
Ad Valorem Taxes	248,894	248,894	228,531	(20,363)
Ad Valorem Taxes - Discounts	(9,994)	(9,994)	(7,573)	2,421
Local Option Gas Tax	100	75	36	(39)
Discretionary Sales Surtaxes	800	533	-	(533)
FPL Franchise	33,300	22,200	54,593	32,393
Electricity	18,000	12,000	9,953	(2,047)
Water	76,800	51,200	2,485	(48,715)
Gas	-	-	4,344	4,344
Communication Services Taxes	27,100	18,067	13,721	(4,346)
Occupational Licenses	5,000	3,333	3,165	(168)
Building Permits	600,000	400,000	481,197	81,197
Building Permits - Surcharge	-	-	836	836
Other Building Permit Fees	-	-	9,150	9,150
Building Permits - Admin Fee	-	-	36,428	36,428
Engineering Permits	75,000	50,000	85,864	35,864
Planning & Zoning Permits	250,000	166,667	35,323	(131,344)
Other Licenses, Fees & Permits	4,700	3,133	4,660	1,527
Local Govt .05c Sales Tax	400	267	-	(267)
Penalties	-	-	46	46
Admin Fee	-	-	5,014	5,014
Other Operating Revenues	-	-	450	450
Interest - Tax Collector	-	-	42	42
Other Impact Fees	1,500	750	-	(750)
Developer Contribution	1,806,400	1,204,267	625,000	(579,267)
Lien Search Fee	-	-	475	475
Inspection Fees	1,000	667	10,550	9,883
<b>TOTAL REVENUES</b>	<b>3,141,000</b>	<b>2,173,392</b>	<b>1,605,436</b>	<b>(567,956)</b>

**EXPENDITURES**

**Administration**

Mayor/Council Stipend	204,000	136,000	136,000	-
FICA Taxes	15,600	10,400	10,404	(4)
ProfServ-Engineering	75,000	50,000	118,826	(68,826)
ProfServ-Info Technology	148,000	98,667	119,832	(21,165)
ProfServ-Legal Services	356,300	237,533	246,810	(9,277)
ProfServ-Legislative Expense	24,000	16,000	-	16,000
ProfServ-Planning/Zoning Board	250,000	166,667	173,330	(6,663)

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
ProfServ-Consultants	40,000	26,667	10,325	16,342
ProfServ-Building Permits	600,000	400,000	488,118	(88,118)
Management Services	410,000	273,333	275,971	(2,638)
ProfServ-Web Site Maintenance	6,100	4,067	4,308	(241)
Auditing Services	7,000	3,500	-	3,500
Communication - Telephone	7,500	5,000	12,072	(7,072)
Postage and Freight	1,500	1,000	537	463
Lease - Building	500	500	500	-
Liability/Property Insurance	16,500	16,500	7,120	9,380
Printing	1,000	667	1,513	(846)
Legal Advertising	12,000	8,000	5,006	2,994
Miscellaneous Services	-	-	318	(318)
General Government	100,000	66,667	26,445	40,222
Misc-Late Fees	-	-	348	(348)
Council Expenses	20,000	13,333	3,393	9,940
Misc-Contingency	90,000	60,000	18,431	41,569
Office Supplies	5,000	3,333	7,126	(3,793)
Dues, Licenses, Subscriptions	10,000	6,667	3,117	3,550
<b>Total Administration</b>	<b>2,400,000</b>	<b>1,604,501</b>	<b>1,669,850</b>	<b>(65,349)</b>
<b><u>Other Public Safety</u></b>				
Contracts-Sheriff	550,000	366,667	50,297	316,370
<b>Total Other Public Safety</b>	<b>550,000</b>	<b>366,667</b>	<b>50,297</b>	<b>316,370</b>
<b><u>Capital Expenditures &amp; Projects</u></b>				
Cap Outlay - Office Computers	6,000	4,000	-	4,000
<b>Total Capital Expenditures &amp; Projects</b>	<b>6,000</b>	<b>4,000</b>	<b>-</b>	<b>4,000</b>
<b><u>Road and Street Facilities</u></b>				
Electricity - General	10,000	6,667	2,767	3,900
<b>Total Road and Street Facilities</b>	<b>10,000</b>	<b>6,667</b>	<b>2,767</b>	<b>3,900</b>
<b><u>Park &amp; Grounds</u></b>				
R&M-Parks	50,000	33,333	-	33,333
<b>Total Park &amp; Grounds</b>	<b>50,000</b>	<b>33,333</b>	<b>-</b>	<b>33,333</b>
<b><u>Special Events</u></b>				
Misc-Event Expense	75,000	50,000	-	50,000
<b>Total Special Events</b>	<b>75,000</b>	<b>50,000</b>	<b>-</b>	<b>50,000</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>Reserves</b>				
Reserve - Buildings	50,000	50,000	-	50,000
<b>Total Reserves</b>	<u>50,000</u>	<u>50,000</u>	<u>-</u>	<u>50,000</u>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>3,141,000</b>	<b>2,115,168</b>	<b>1,722,914</b>	<b>392,254</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	58,224	(117,478)	(175,702)
Net change in fund balance	<u>\$ -</u>	<u>\$ 58,224</u>	<u>\$ (117,478)</u>	<u>\$ (175,702)</u>
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>634,764</b>	<b>634,764</b>	<b>634,764</b>	
<b>FUND BALANCE, ENDING</b>	<u><b>\$ 634,764</b></u>	<u><b>\$ 692,988</b></u>	<u><b>\$ 517,286</b></u>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ -	\$ 4,631	\$ 4,631
Donations	150,000	100,000	205,405	105,405
<b>TOTAL REVENUES</b>	<b>150,000</b>	<b>100,000</b>	<b>210,036</b>	<b>110,036</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Misc-Bank Charges	-	-	24	(24)
<b>Total Administration</b>	<b>-</b>	<b>-</b>	<b>24</b>	<b>(24)</b>
<b>Public Assistance</b>				
Misc-Admin Fee (%)	11,300	7,533	-	7,533
Assistance Program	138,700	92,467	-	92,467
<b>Total Public Assistance</b>	<b>150,000</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>
<b>TOTAL EXPENDITURES</b>	<b>150,000</b>	<b>100,000</b>	<b>24</b>	<b>99,976</b>
Excess (deficiency) of revenues Over (under) expenditures	-	-	210,012	210,012
Net change in fund balance	\$ -	\$ -	\$ 210,012	\$ 210,012
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>283,045</b>	<b>283,045</b>	<b>283,045</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 283,045</b>	<b>\$ 283,045</b>	<b>\$ 493,057</b>	

# **City of Westlake**

**Supporting Schedules**

**May 31, 2019**



Cash and Investment Report

May 31, 2019

**GENERAL FUND**

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	BankUnited	Checking Account	n/a	n/a	\$879,199
Money Market	BankUnited	MMA	n/a	1.00%	\$3,436
<b>Subtotal</b>					<b>\$882,635</b>

**SPECIAL REVENUE FUND**

Money Market	BankUnited	MMA	n/a	1.00%	\$493,057
<b>Subtotal</b>					<b>\$493,057</b>
<b>Total</b>					<b>\$1,375,692</b>

**City of Westlake**

Bank Reconciliation

Bank Account No. 0300 Bank United - GF  
 Statement No. 0519  
 Statement Date 5/31/2019

<b>G/L Balance (LCY)</b>	879,198.53	<b>Statement Balance</b>	897,195.82
<b>G/L Balance</b>	879,198.53	<b>Outstanding Deposits</b>	166.69
<b>Positive Adjustments</b>	0.00		
		<b>Subtotal</b>	897,362.51
<b>Subtotal</b>	879,198.53	<b>Outstanding Checks</b>	18,163.98
<b>Negative Adjustments</b>	0.00	<b>Differences</b>	0.00
<b>Ending G/L Balance</b>	879,198.53	<b>Ending Balance</b>	879,198.53
<b>Difference</b>	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>						
11/30/2018	Payment	7635	CROWN CASTLE-STA PROPERTY	202.88	0.00	202.88
5/17/2019	Payment	7818	GOLDEN GROVE ELEMENTARY SCHOOL	2,000.00	0.00	2,000.00
5/17/2019	Payment	7819	SEMINOLE RIDGE COMMUNITY	1,000.00	0.00	1,000.00
5/23/2019	Payment	7821	MARK L. DUBOIS	625.00	0.00	625.00
5/29/2019	Payment	7824	OFFICE DEPOT	22.66	0.00	22.66
5/29/2019	Payment	7825	FLORIDA TECHNICAL CONSULTANTS	14,230.00	0.00	14,230.00
5/29/2019	Payment	7826	FPL	83.44	0.00	83.44
<b>Total Outstanding Checks.....</b>				<b>18,163.98</b>		<b>18,163.98</b>
<b>Outstanding Deposits</b>						
5/30/2019		DEP00652	CONTRACTOR REG/PERMIT	G/L Ac 166.69	0.00	166.69
<b>Total Outstanding Deposits.....</b>				<b>166.69</b>		<b>166.69</b>

## **City of Westlake**

**Check Register**

**May 1-31, 2019**

**CITY OF WESTLAKE**

**Payment Register by Fund  
For the Period from 5/1/2019 to 5/31/2019  
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	7796	05/01/19	T-MOBILE USA, INC.	63851-042019	955763851 3/21-4/20	Communication - Telephone	541003-51301	\$199.45
001	7797	05/01/19	INFRAMARK, LLC	40296		Management Services	531093-51201	\$34,166.67
001	7797	05/01/19	INFRAMARK, LLC	40296		Postage and Freight	541006-51301	\$15.00
001	7797	05/01/19	INFRAMARK, LLC	40296		Printing	547006-51301	\$14.15
001	7797	05/01/19	INFRAMARK, LLC	40296		ProfServ-Web Site Maintenance	531094-51301	\$366.67
001	7798	05/01/19	OFFICE DEPOT	303743563001	PAPER,INK,DUSTER	Office Supplies	551002-51301	\$94.88
001	7799	05/01/19	MARK L. DUBOIS	18225	SERVICE FOR 4/8-4/18	ProfServ-Consultants	531075-51301	\$575.00
001	7800	05/01/19	AVATARA PARTNERS LLC	7727	5/19 CLOUD SERVICES	ProServ-Info Technology	531020-51301	\$4,594.50
001	7800	05/01/19	AVATARA PARTNERS LLC	7727	5/19 CLOUD SERVICES	Due from Other Districts	133500-51301	\$1,531.50
001	7801	05/01/19	MILNER INC LEASE	63383646	SOFTWARE LEASE 4/15-5/14	ProServ-Info Technology	531020-51301	\$851.20
001	7801	05/01/19	MILNER INC LEASE	63383646	SOFTWARE LEASE 4/15-5/14	Due from Other Districts	133500-51301	\$212.80
001	7801	05/01/19	MILNER INC LEASE	63383636	COPIER LEASE W/INS 4/15-5/14/19	Miscellaneous Services	549001-51301	\$28.14
001	7801	05/01/19	MILNER INC LEASE	63383636	COPIER LEASE W/INS 4/15-5/14/19	Due from Other Districts	133500-51301	\$475.73
001	7801	05/01/19	MILNER INC LEASE	63383636	COPIER LEASE W/INS 4/15-5/14/19	ProServ-Info Technology	531020-51301	\$1,902.90
001	7802	05/01/19	NETONE TECHNOLOGIES, INC	7683	5/19 PREPAID BLOCK	ProServ-Info Technology	531020-51301	\$843.75
001	7802	05/01/19	NETONE TECHNOLOGIES, INC	7683	5/19 PREPAID BLOCK	Due from Other Districts	133500-51301	\$281.25
001	7803	05/03/19	PBC FINANCE DEPARTMENT	TLAKE-043019	IMPACT FEES 4/19	Other Current Liabilities	229000	\$52,857.82
001	7804	05/03/19	SOLID WASTE AUTHORITY	SWA-043019A	4/19 ANNUAL SOLID WASTE AUTHORITY FEES	Solid Waste fees	202130	\$4,900.14
001	7804	05/03/19	SOLID WASTE AUTHORITY	SWA-043019C	4/19 MONTHLY SOLID WASTE AUTHORITY FEES	Solid Waste fees	202130	\$4,135.86
001	7806	05/14/19	LAW OFFICES OF PAM E. BOOKER, ESQ	135	5/19 LEGAL SERVICES	ProfServ-Legal Services	531023-51401	\$30,752.39
001	7807	05/14/19	CHEN MOORE & ASSOCIATES, INC.	0000136640	PROF ENGINEERING 2/1-4/22	ProfServ-Engineering	531013-51501	\$42,554.18
001	7808	05/14/19	NZ CONSULTANTS, INC.	WES-30	PLANNING & ZONING 3/1-3/31/19	ProfServ-Planning/Zoning Board	531032-51501	\$29,448.75
001	7809	05/14/19	NOVA ENGINEERING AND	0192253	PROF SERVICES 3/31-4/27	ProfServ-Building Permits	531091-51501	\$54,148.75
001	7810	05/14/19	OFFICE DEPOT	309789062001	OFFICE SUPPLIES	Office Supplies	551002-51301	\$50.12
001	7810	05/14/19	OFFICE DEPOT	309793090001	SORTER	Office Supplies	551002-51301	\$15.98
001	7810	05/14/19	OFFICE DEPOT	310394012001	OFFICE SUPPLIES	Office Supplies	551002-51301	\$50.12
001	7811	05/14/19	PBC SHERIFF'S OFFICE	63540	SECURITY FOR 4/1-4/30/19	Contracts-Sheriff	534100-52901	\$6,891.00
001	7812	05/14/19	MARK L. DUBOIS	18227	SERVICE FOR 4/22-5/2	ProfServ-Consultants	531075-51301	\$500.00
001	7813	05/14/19	MINTO COMMUNITIES, LLC	050819	LOT 314 PD 4/1 and 5/7	Other Building Permit Fees	322111	\$150.00
001	7814	05/14/19	FLORIDA VENDORS ASSOCIATION	1038	MAIN OFFICE 4/5-4/26	General Government	549109-51301	\$600.00
001	7814	05/14/19	FLORIDA VENDORS ASSOCIATION	1039	REAR OFFICE & CHAMBERS 4/5-4/26	General Government	549109-51301	\$2,340.00
001	7815	05/15/19	CMG-PB REMITTANCE ADDRESS	100480315-05042019	NOTICE OF PUBLICATION	Legal Advertising	548002-51301	\$700.00
001	7815	05/15/19	CMG-PB REMITTANCE ADDRESS	100480316-05042019	PUBLIC NOTICE	Legal Advertising	548002-51301	\$700.00
001	7816	05/15/19	ANNE M. GANNON-TAX COLLECTOR	TLAKE-050819	POSTAGE MAILING OF TAX NOTICES FY19	Postage and Freight	541006-51301	\$16.00
001	7817	05/17/19	OFFICE DEPOT	312081208001	MISC OFFICE SUPPLIES	Office Supplies	551002-51301	\$73.80
001	7818	05/17/19	GOLDEN GROVE ELEMENTARY SCHOOL	051419	DONATION - GOLDEN GLADES READING PROGRAM EQUIPMENT	Misc-Contingency	549900-51301	\$2,000.00
001	7819	05/17/19	SEMINOLE RIDGE COMMUNITY	051419	DONATION FOR PROJECT GRADUATION 5/13/19	Misc-Contingency	549900-51301	\$1,000.00
001	7820	05/23/19	INFRAMARK, LLC	41029	5/19 MANAGEMENT FEES	Management Services	531093-51301	\$34,166.67
001	7820	05/23/19	INFRAMARK, LLC	41029	5/19 MANAGEMENT FEES	Postage and Freight	541006-51301	\$14.80
001	7820	05/23/19	INFRAMARK, LLC	41029	5/19 MANAGEMENT FEES	Printing	547006-51301	\$62.75
001	7820	05/23/19	INFRAMARK, LLC	41029	5/19 MANAGEMENT FEES	ProfServ-Web Site Maintenance	531094-51301	\$366.67
001	7820	05/23/19	INFRAMARK, LLC	41029	5/19 MANAGEMENT FEES	Council Expenses	549170-51101	\$33.35
001	7821	05/23/19	MARK L. DUBOIS	18228	SERVICE FOR 5/6-5/16	ProfServ-Consultants	531075-51301	\$625.00
001	7822	05/23/19	GREATAMERICA FINANCIAL SERVICES CORP	24797463	5/19 KONICA RENTAL	ProServ-Info Technology	531020-51301	\$315.13
001	7823	05/23/19	ALL STORAGE SYSTEMS	9896	FILING CABINETS	Misc-Contingency	549900-51301	\$2,505.00
001	7824	05/29/19	OFFICE DEPOT	315755017001	MISC OFFICE SUPPLIES	Office Supplies	551002-51301	\$72.78

**CITY OF WESTLAKE**

**Payment Register by Fund  
For the Period from 5/1/2019 to 5/31/2019  
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	7824	05/29/19	OFFICE DEPOT	CM311186050001	INV# 310394012001 RETURNED SUPPLIES	Office Expense	551001-51301	(\$50.12)
001	7825	05/29/19	FLORIDA TECHNICAL CONSULTANTS	683	ENGINEERIG SERVICE 3/19	ProfServ-Engineering	531013-51301	\$5,712.00
001	7825	05/29/19	FLORIDA TECHNICAL CONSULTANTS	683	ENGINEERIG SERVICE 3/19	Due From Other Districts	133500	\$2,448.00
001	7825	05/29/19	FLORIDA TECHNICAL CONSULTANTS	651	WA07 GIS SUPPORT 4/19	ProfServ-Engineering	531013-51301	\$4,249.00
001	7825	05/29/19	FLORIDA TECHNICAL CONSULTANTS	651	WA07 GIS SUPPORT 4/19	Due from Other Districts	133500	\$1,821.00
001	7826	05/29/19	FPL	052119-02039 CASH	51575-02039 4/22-5/21/19	Electricity-General	543006-54101	\$83.44
001	DD233	05/13/19	COMCAST	73484-042219 ACH	ACCT#3484 4/26-5/25/19	Communication - Telephone	541003-51301	\$501.68
001	DD234	05/04/19	CARD SERVICES CENTER	0935-040919	PURCHASES FOR 3/9-3/25/19	COFFEE	551002-51301	\$62.72
001	DD234	05/04/19	CARD SERVICES CENTER	0935-040919	PURCHASES FOR 3/9-3/25/19	FACC MEMBERSHIP-G.ORTIZ	554020-51301	\$37.50
001	DD234	05/04/19	CARD SERVICES CENTER	0935-040919	PURCHASES FOR 3/9-3/25/19	DONATION-EMPOWHER OF THE P.BEACHES	549170-51101	\$500.00
001	DD234	05/04/19	CARD SERVICES CENTER	0935-040919	PURCHASES FOR 3/9-3/25/19	FACC MEMBERSHIP-S.DEMARCO	554020-51301	\$37.50
001	DD234	05/04/19	CARD SERVICES CENTER	0935-040919	PURCHASES FOR 3/9-3/25/19	AMAZON PRIME	554020-51301	\$13.14
001	DD234	05/04/19	CARD SERVICES CENTER	0935-040919	PURCHASES FOR 3/9-3/25/19	PALM BEACH POST SUBSCRIPTION	554020-51301	\$56.43
001	DD235	05/17/19	COMCAST	74961-042619 ACH	8535114070674961 TV/PH/INTRNT MAY	Communication - Telephone	541003-51301	\$399.24
001	DD236	05/17/19	COMCAST	74953-042619 ACH	8535114070674953 TV/PH/INTRNT MAY	Communication - Telephone	541003-51301	\$248.73
001	DD241	05/27/19	COMCAST	76842-050619 ACH	TV/PH/INTRNT 5/10-6/10	Communication - Telephone	541003-51301	\$379.57
001	DD242	05/18/19	FPL	89127-050719 ACH	61367-89127 4/8-5/7/19	Electricity-General	543006-54101	\$53.58
001	DD243	05/18/19	FPL	99121-050719 ACH	09796-99121 4/8-5/7/19	Electricity-General	543006-54101	\$77.21
001	7805	05/13/19	PHILLIP D EVERETT	PAYROLL	May 13, 2019 Payroll Posting			\$2,909.27
001	DD237	05/13/19	KARA S. CRUMP	PAYROLL	May 13, 2019 Payroll Posting			\$2,784.77
001	DD238	05/13/19	KATRINA L. LONG	PAYROLL	May 13, 2019 Payroll Posting			\$2,784.77
001	DD239	05/13/19	ROGER B MANNING	PAYROLL	May 13, 2019 Payroll Posting			\$2,826.27
001	DD240	05/13/19	JOHN A. STANAVITCH	PAYROLL	May 13, 2019 Payroll Posting			\$2,867.77
							<b>Fund Total</b>	<b>\$349,004.12</b>

<b>Total Checks Paid</b>	<b>\$349,004.12</b>
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## **Sixth Order of Business**

**6A.**

# Council Meeting

## 7-Eleven Requested Use

### REQ-USE-2019-01



7-Eleven



7.8.19



# PETITION DESCRIPTION

**PETITION NUMBER:** REQ-USE-2019-01

**APPLICANT:** Coteleur & Hearing

**OWNER:** Minto PBLH, LLC

**REQUEST:** The applicant is requesting approval for the proposed use of a gas station and convenience store within the City of Westlake.

# SITE INFORMATION

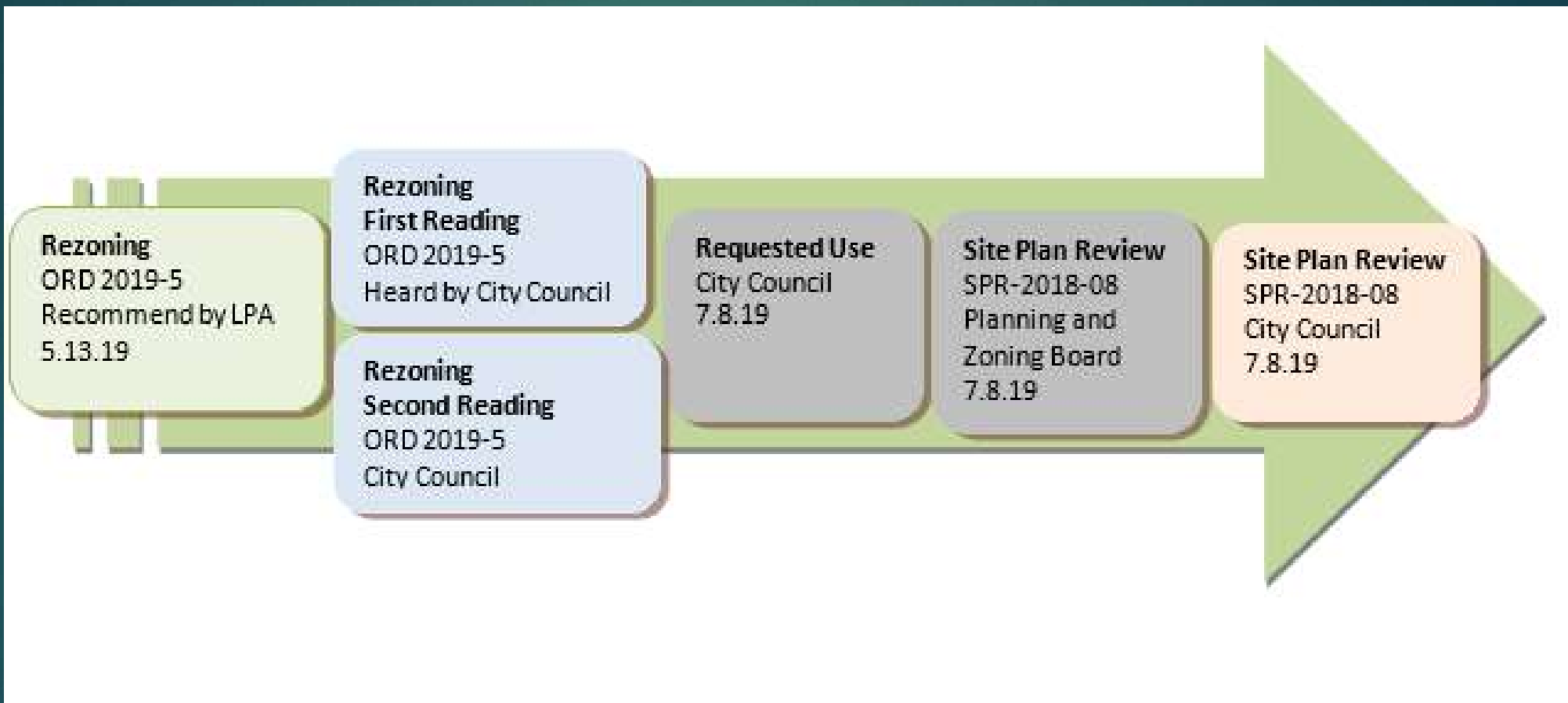
**Total Gross Site Acres:**  
1.89 acres

**Concurrent Application:**  
4,500 sq. ft. convenience store and 16-position fueling station and car wash

**Future Land Use:**  
Downtown Mixed Use

**Zoning:**  
MUPD/EDC





# REQ-USE-2019-01

In 2018, the City Council adopted Ordinance 2018-04 amending the City's Interim Land Development Code to include the use, *Gas and Fuel, Retail* in the MUPD/EDC Zoning District, as a requested use that is permitted in the district only if approved by the City Council.

Table 3.E.1.B - PDD Use Matrix Continued

Use Type	PUD		MUPD				MXPD		PIPD		LCC		N O T E	
	Pods		FLU				FLU		Use Zone		FLU			
	R E S	C M C	C A I G V R /	C L H	C L H	C L H	C R O	I E D C S T	I N H	C H O	C N O D M D P G	I N H V D		M R C C L H
<b>Commercial Uses</b>														
Adult Entertainment										S	S			2
Auction, Enclosed	R				P		P	D			P		P	16
Auction, Outdoor					R		R	R			P	P	P	16
Auto Paint Or Body Shop	R				R		R	R			P	P	P	17
Gas and Fuel, Retail	R				R	R					R	P	R	18
Green Market													D	64
Hotel, Motel, SRO, Rooming And Boarding					R		R	R			R		R	72
Kennel, Type II (Commercial)	R				R						R			74-1
Kennel, Type III (Commercial -Enclosed)	R				R	R					R		R	74-2
Kiosk					P	P	P	P	P		P	P	P	75
Landscape Service	R				R			P	R		R	P	P	77
Laundry Services	R				P	P	P				P	P	P	78
<small>[Ord. 2005-002] [Ord. 2004-051] [Ord. 2006-036] [Ord. 2007-001] [Ord. 2008-037] [Ord. 2009-040] [Ord. 2010-005] [Ord. 2011-016] [Ord. 2012-003] [Ord. 2012-027] [Ord. 2013-001] [Ord. 2014-025]</small>														
<b>Notes:</b>														
P	Permitted by right													
D	Permitted subject to approval by the DRO													
S	Permitted in the district only if approved by Special Permit													
R	Permitted in the district only if approved by the Westlake City Council as a requested use													

# REQUESTED USE STANDARDS

## REQUESTED USE STANDARDS OF COMPLIANCE PER ARTICLE 2.B.2.B

❑ **Consistency with the Plan:** Future Land Use of Downtown Mixed Use. Policy FLU 1.1.15 lists commercial as an allowable use in this district.

**Consistency with the Code:** The City's Interim ULDC Code amended in 2018 by Ord. 2018-04 to include the use, Gas and Fuel, Retail, in the MUPD/EDC Zoning District as a requested used.

**Compatibility with Surrounding Uses:** The subject property is mostly surrounded by Downtown Mixed Use Future Land Use designation and Seminole Ridge High School (Civic Use)

❑ **Design Minimizes Adverse Impact:** The subject application proposes a design consistent with the city's aesthetics in terms of colors, materials, and connectivity.

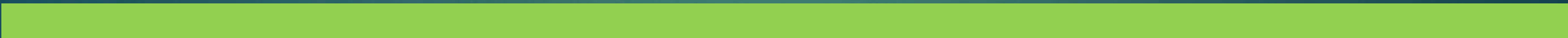
**Design Minimizes Environment Impact:** The site is currently vacant of structure and trees. There will be little to no environmental impact with the proposed development. All drainage is provided with legal positive outfall on Seminole Pratt Whitney Rd. which will include enhanced runoff for possible gasoline spills. Native plant material will be planted within the buffers and around the building, providing better natural habitat than exists today.

**Development Patterns:** The proposed Gas and Fuel, Retail use is most utilized when located on Seminole Pratt & Whitney (the city's main corridor) and will provide needed services to the current and future residents.

**Adequate Public Facilities:** Existing drainage, water, sewer and electricity. The subject application will require traffic concurrency.

**Changed Conditions or Circumstances:** The subject property will provide needed services to the new residents in the area since site has been vacant.

# THANK YOU!



**6B.**





**City of Westlake**

**Planning and Zoning Department**

Staff Report – 7/8/19

**PETITION DESCRIPTION**

**PETITION NUMBER:** REQ-USE-2019-01 7-Eleven Requested Use

**APPLICANT:** Cotleur & Hearing

**OWNER:** Minto PBLH, LLC

**REQUEST:** The applicant is requesting approval to for the proposed use of a gas station and convenience store within the City of Westlake.

**LOCATION:** City of Westlake, East side of Seminole Pratt Whitney Road, across from Seminole Ride High School and West of Packing House.

**PROPERTY CONTROL NUMBERS:** 77-40-43-12-00-000-1010

**LOCATION MAP**



**1. PETITION FACTS**

- a. **Total Site Acres:** 1.89
- b. **Concurrent Application:** 4,500 square foot convenience store and 16 position fueling station and car wash
- c. **Future Land Use:** Downtown Mixed Use
- d. **Zoning:** Agricultural Residential (AR)



**2. BACKGROUND**

The City of Westlake received an application to develop a 7-Eleven Gas Station in the subject parcel. The subject property is currently zoned Agricultural (AR). In 2018, the City Council adopted Ordinance 2018-04 amending the City’s Interim Land Development Code to include the use, *Gas and Fuel, Retail* in the MUPD/EDC Zoning District. See below table.

Table 3.E.1.B - PDD Use Matrix Continued

Use Type	PUD			MUPD					MXPD			PID			LCC			N O T E			
	Pods			FLU					FLU			Use Zone			FLU						
	R	C	R	C	C	C	C	C	E	I	C	C	I	C	I	M	R		C	C	
Commercial Uses																					
Adult Entertainment															S	S				2	
Auction, Enclosed		R				P		P	D						P				P	16	
Auction, Outdoor						R		R	R						P	P	P				16
Auto Paint Or Body Shop		R				R		R	R						P	P	P				17
Gas and Fuel, Retail		R		R	R				R		R		P	R	P	P			R	18	
Green Market									D										D	64	
Hotel, Motel, SRO, Rooming And Boarding						R	R	R	R		R			P					R	72	
Kennel, Type II (Commercial)		R				R					R									74-1	
Kennel, Type III (Commercial -Enclosed)		R				R	R				R								R	74-2	
Kiosk						P	P	P	P	P		P	P	P	P	P			P	75	
Landscape Service		R				R		P	R		R		P	P	P	P				77	
Laundry Services		R				P	P	P			P	P	P	P	P	P			P	78	

Notes:  
 P Permitted by right  
 D Permitted subject to approval by the DRO  
 S Permitted in the district only if approved by Special Permit  
 R Permitted in the district only if approved by the Westlake City Council as a requested use]

**3. ANALYSIS**

REQUESTED USE STANDARDS OF COMPLIANCE PER ARTICLE 2.B.2.B

**A. Consistency with the Plan**

Future Land Use of Downtown Mixed Use. Policy FLU 1.1.15 lists commercial as an allowable use in this district.

**B. Consistency with the Code**

City’s Interim ULDC Code adopted in 2018 to include the use, Gas and Fuel, Retail, in the MUPD/EDC Zoning District.

**C. Compatibility with Surrounding Uses**

Subject property mostly surrounded by Downtown Mixed Use Future Land Use designation and Seminole Ridge High School (Civic Use)

	<b>FUTURE LAND USE</b>	<b>ZONING</b>
<b>SUBJECT PROPERTY</b>	Downtown Mixed Use	(AR) Agricultural Residential
<b>NORTH</b>	Downtown Mixed Use	MUPD/EDC
<b>SOUTH</b>	Downtown Mixed Use	MUPD/EDC
<b>EAST</b>	Downtown Mixed Use	MUPD/EDC
<b>WEST</b>	Civic (Seminole Ridge High School)	Civic

**D. Design Minimizes Adverse Impact**

Subject property will greatly enhance the area and continue the rural parkway feel along Seminole Pratt Whitney Rd with similar landscaping.

**E. Design Minimizes Environment Impact**

There will be little to no environmental impact. Native plant material will be planted within the buffers and around the building, providing better natural habitat than exists today.

**F. Development Patterns**

Gas and Fuel, Retail use is most utilized when located on a major road and will provide needed services to the current and future residents.

**G. Adequate Public Facilities**

Existing drainage, water, sewer and electricity. Traffic concurrency will be required.

**H. Changed Conditions or Circumstances**

Subject property will provide needed services to the new residents in the area since site has been vacant.

**4. FINAL REMARKS**

The subject requested use application will be heard by The City Council. The Planning and Zoning staff reviewed this application and find it in compliance with the above presented requested use standards.

**6C.**

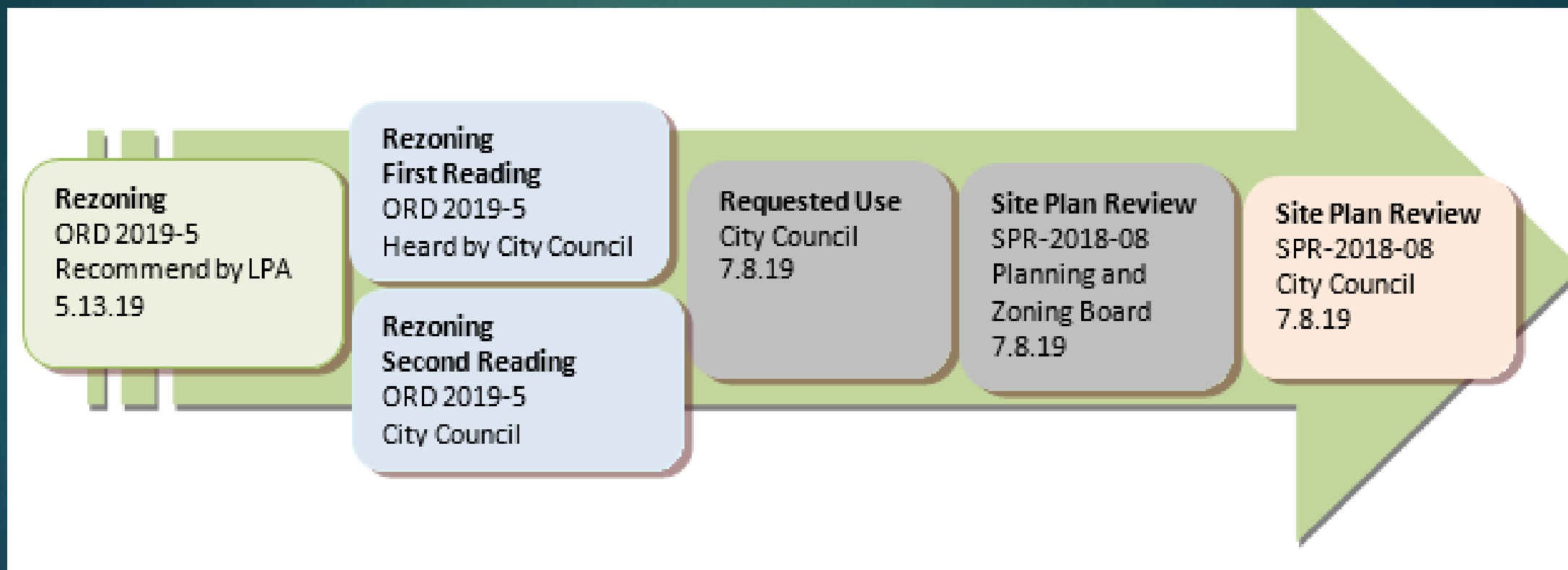
# CITY COUNCIL

## 7-Eleven Site Plan Review

### SPR-2019-01



7.8.19



# SITE INFORMATION

**Total Gross Site Acres**  
1.89 acres

## Application

4,500 sq. ft. convenience store and 16-position fueling station and car wash

## Future Land Use

Downtown Mixed Use

## Zoning

MUPD/EDC

Multiple Use Planned Development /Economic Development Center





# 7-Eleven

- ❑ **FUTURE LAND USE: DOWNTOWN MIXED USE**
- ❑ **ZONING: AGRICULTURAL RESIDENTIAL (AR)**
- ❑ **TOTAL SITE ACRES: 1.89**
- ❑ **CONCURRENT APPLICATION: 4,500 SQUARE FOOT CONVENIENCE STORE AND 16 POSITION FUELING STATION AND CAR WASH**



# SPR-2019-01

Per the current City's Interim ULDC Code:

The subject application SPR-2019-01 Site Plan Review for 7-Eleven Gas Station and Retail, was reviewed and approved Administratively by the Development Review Officers (DRO)

The City of Westlake DRO includes the City's Planning and Zoning and Engineering Departments; and, other applicable agencies.

Agenda Page 50

MUPD Property Development Regulations 3.E.3.D	REQUIRED BY CODE	PROPOSED	COMMENTS
<b>Setbacks</b>			
Front Yard	<b>Main Structure:</b> 25'	161.5'	<b>In compliance</b>
Rear Yard	<b>Main Structure:</b> 20'	53.5'	<b>In compliance</b>
Side Yard - North	<b>Main Structure:</b> 15'	109.8'	<b>In compliance</b>
Side Yard - South	<b>Main Structure:</b> 15'	55.9'	<b>In compliance</b>
<b>Lot Coverage</b>	<b>Max Lot Coverage:</b> 25%	11.6%	<b>In compliance</b>
<b>Building Height</b>	45ft max	20'	<b>In compliance</b>
<b>Parking</b>	One space per 250 square feet <b>Required parking: 18 spaces</b>	20 standard 1 Accessible Per ADA	<b>In compliance</b>
<b>Sidewalks</b>	Pedestrian walkways must be a minimum of 5 ft. wide	6'	<b>In compliance</b>

## SITE DESIGN AND CONNECTIVITY

- ❑ ACCESS INTO THE SITE FROM A 30' ACCESS EASEMENT RUNNING EAST TO WEST ALONG THE SOUTHERN BOUNDARY OF THE PROPERTY.
- ❑ IT IS INTENDED THAT THE PARCELS BE INTERCONNECTED THROUGH EASEMENTS FOR GREATER MOBILITY.
- ❑ NEW, RIGHT IN, RIGHT OUT ACCESS ONTO SEMINOLE PRATT WHITNEY ROAD ON THE NORTH END OF THE 7-ELEVEN PROPERTY.



# THANK YOU!



**6D.**



**City of Westlake**  
**Planning and Zoning Department**  
*Staff Report – 7/8/19*

**PETITION DESCRIPTION**

**PETITION NUMBER:** SPR-2019-01      7-Eleven Site Plan Review

**APPLICANT:**            Cotleur & Hearing

**OWNER:**                Minto PBLH, LLC

**REQUEST:**            The applicant is requesting approval of the Site Plan for a 7-Eleven facility including a 4,500 sq. ft. convenience store, a 16-position fueling station and a car wash.

**LOCATION:**             The subject parcel is located West of the Packing House, on the East side of Seminole Pratt Whitney Road and across from Seminole Ride High School (South of Pod K).

**PCN:**                    77-40-43-12-00-000-1010

**LOCATION MAP**



**1. PETITION FACTS**

- a. **Total Site Acres:** 1.89 acres
- b. **Subject Application:** 4,500 sq. ft. convenience store, a 16 position fueling station and a car wash.
- c. **Future Land Use:** Downtown Mixed Use
- d. **Zoning:** Multiple Use Planned Development/Economic Development Center (MUPD/EDC)

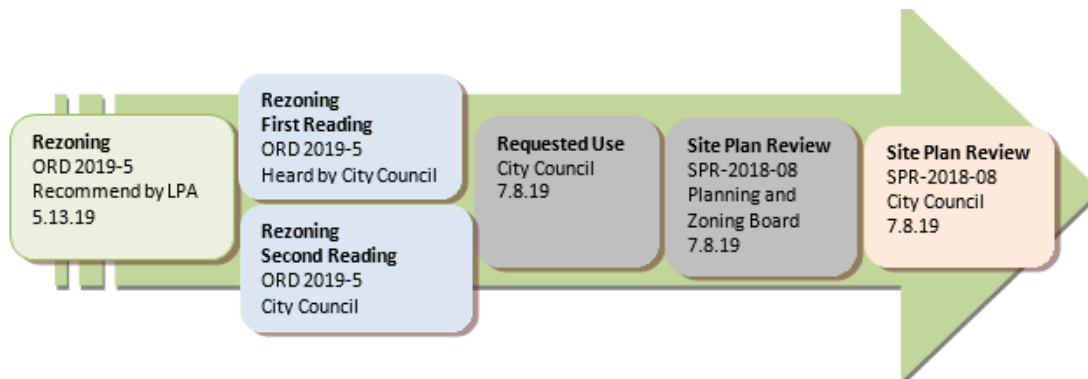
FUTURE LAND USE		ZONING
<b>SUBJECT PROPERTY</b>	Downtown Mixed Use	MUPD/EDC
<b>NORTH</b>	Downtown Mixed Use	MUPD/EDC
<b>SOUTH</b>	Downtown Mixed Use	MUPD/EDC
<b>EAST</b>	Downtown Mixed Use	MUPD/EDC
<b>WEST</b>	Civic (Seminole Ridge High School)	Civic

**2. BACKGROUND**

The City of Westlake received an application to develop a 7-Eleven Gas facility including a 4,500 sq. ft. convenience store, a 16 position fueling station and a car wash. The subject parcel is located in the central portion of the City, east of Seminole Pratt Whitney Road, and south of Pod K. The entrance (also known as Saddle Bay Drive) to the Packing House is north of the site separated by an existing storm water lake.

In 2018, the City Council adopted Ordinance 2018-04 amending the City’s Interim Land Development Code to include the use, *Gas and Fuel, Retail* in the MUPD/EDC Zoning District, as a Requested Use. The subject property was zoned Agricultural (AR) and it required a rezoning to accommodate the proposed use; it was also reviewed for compliance with Requested Use standards.

The below graphic depicts the review and approval process of the subject application:



See below Table 3.E.1.B amended by Ordinance 2018-04 to include the use, *Gas and Fuel, Retail* in the MUPD/EDC Zoning District, as a Requested Use.

Table 3.E.1.B - PDD Use Matrix Continued

Use Type	PUD				MUPD				MXPD		PIPD		LCC				NOTE			
	Pods				FLU				FLU		Use Zone		FLU							
	R	C	R	CA	C	C	C	C	I	E	I	C	I	C	I	M		R	C	
	E	O	E	IG	L	H	L	H	R	D	N	H	N	O	N	H	V	L		
	S	M	C	VR			O	O	D	C	S	O	D	M	D	P	P			
			/							T		/		L		G		D		
			P													D		D		
Commercial Uses																				
Adult Entertainment													S	S					2	
Auction, Enclosed	R					P			P	D				P				P	16	
Auction, Outdoor						R			R	R				P	P				16	
Auto Paint Or Body Shop	R					R				R				P	P				17	
Gas and Fuel, Retail	R				R	R				R		P	R	P			R	R	18	
Green Market									D								D	D	64	
Hotel, Motel, SRO, Rooming And Boarding						R			R		R	R		P				R	72	
Kennel, Type II (Commercial)	R					R						R							74-1	
Kennel, Type III (Commercial -Enclosed)	R					R	R					R					R	R	74-2	
Kiosk					P	P	P	P	P			P	P	P	P			P	P	75
Landscape Service	R					R			P	R		R		P	P				77	
Laundry Services	R					P	P	P				P	P	P	P		P	P	78	
[Ord. 2005-002] [Ord. 2004-051] [Ord. 2006-036] [Ord. 2007-001] [Ord. 2008-037] [Ord. 2009-040] [Ord. 2010-005] [Ord. 2011-016] [Ord. 2012-003] [Ord. 2012-027] [Ord. 2013-001] [Ord. 2014-025]																				
Notes:																				
P Permitted by right																				
D Permitted subject to approval by the DRO																				
S Permitted in the district only if approved by Special Permit																				
R Permitted in the district only if approved by the Westlake City Council as a requested use																				



**3. SITE PLAN REVIEW**

The proposed application to develop a 7-Eleven Gas facility (including a 4,500 sq. ft. convenience store, a 16 position fueling station and a car wash) was reviewed by the City’s staff to ensure compliance with codes including zoning, engineering, traffic, and landscaping. The application was also reviewed by the Seminole Improvement District (SID) professional engineering staff.

In terms of zoning, the proposed application was reviewed for compliance with the interim City’s ULDC code; MUPD/EDC zoning standards as follows:



	REQUIRED BY CODE	PROPOSED	COMMENTS
Setbacks			
Front Yard	Main Structure: 25'	161.5'	In compliance
Rear Yard	Main Structure: 20'	53.5'	In compliance
Side Yard - North	Main Structure: 15'	109.8'	In compliance
Side Yard - South	Main Structure: 15'	55.9'	In compliance
Lot Coverage	Max Lot Coverage: 25%	11.6%	In compliance
Building Height	45 ft. max	20'	In compliance
Parking	One space per 250 square feet Required parking: 18 spaces	20 standard 1 Accessible Per ADA	In compliance
Sidewalks	Pedestrian walkways must be a minimum of 5 ft. wide	6'	In compliance

**Site Design and Connectivity**

The Site Plan proposes access into the site from a 30' access easement running east to west along the southern boundary of the property. This will provide access to the remainder of the undeveloped parcels outside of the Westlake TTD. It is intended that the parcels be interconnected through easements for greater mobility.

In addition, there will be a new, right in, right out access onto Seminole Pratt Whitney Road on the north end of the 7-Eleven property. This new access is halfway between the signalized intersection of Seminole Ridge High School and the signalized intersection at Saddle Bay Drive, which currently provides access to the Packing House on the east, and school bus drop off to the West.



### **Landscape Review**

The proposed landscape was reviewed and find it in compliance with the City's Interim ULDC Code.

### **Drainage**

All drainage and water management systems within the City of Westlake will be owned and operated by Seminole Improvement District (SID). It is proposed that 7-Eleven runoff be directed to on-site inlets and storm sewer and then connected to the Master Drainage System for water quality treatment and attenuation. Legal positive outfall is available via connection to the Master Drainage System which discharges to the S.I.D. canal system.

### **Traffic**

The Palm Beach County Traffic Division has determined that the propose development meets the Traffic Performance Standard (TPS) of Palm Beach County (Article 12 of the Unified Land Development Code). Please see attached letter.

## **4. FINAL REMARKS**

Application SPR-2019-01 7-Eleven Site Plan will be heard by the City Council on July 8, 2019. The subject application was advertised per the City's Interim ULDC code.

Since the purpose of the applicant is to install a 7-Eleven gas station, environmental agencies at the Palm Beach County (*Department of Environmental Resources Management -DERM*) and State Level (*Department of Environmental Protection DEP*) will conduct further reviews prior to the City issuing a building permit. These measures will prevent environmental impacts that could be originated as a result of the underground gas tanks.

The City's Planning and Zoning staff reviewed this application and find it in compliance with the City's Interim ULDC Code.

**EXISTING SITE CONDITIONS**





May 28, 2019

Adam B. Kerr, P.E.  
 Kimley-Horn and Associates, Inc.  
 1920 Wekiva Way  
 West Palm Beach, FL 33411

**RE: 7-Eleven Westlake  
 Project #: 190304  
 Traffic Performance Standards Review**

Dear Mr. Kerr:

The Palm Beach County Traffic Division has reviewed the **7-Eleven Westlake** Traffic Impact Statement, revised May 22, 2019, pursuant to the Traffic Performance Standards in Article 12 of the Palm Beach County Unified Land Development Code (ULDC). The project is summarized as follows:

<b>Municipality:</b>	City of Westlake
<b>Location:</b>	East side of Seminole Pratt Whitney Road, about ½ miles north of Sycamore Drive (not part of Minto West)
<b>PCN:</b>	77-40-43-12-00-000-1010
<b>Access:</b>	One full and one right-in/right-out access driveway connections onto Seminole Pratt Whitney Road (As used in the study and is NOT an approval by the County through this letter)
<b>Existing Uses:</b>	Vacant
<b>Proposed Uses:</b>	Gas Station = 16 FP Convenience Store = 4,500 SF Car Wash = 1 Lane
<b>New Daily Trips:</b>	1,655
<b>New Peak Hour Trips:</b>	117 (59/58) AM; 119 (60/59) PM
<b>Build-out:</b>	December 31, 2021

Based on the review, the Traffic Division has determined that the proposed development meets the Traffic Performance Standards of Palm Beach County.

Please note the receipt of a Traffic Performance Standards (TPS) approval letter does not constitute the review and issuance of a Palm Beach County Right-of-Way (R/W) Construction Permit nor does it eliminate any requirements that may be deemed as site related. For work within Palm Beach County R/W, a detailed review of the project will be provided upon submittal for a R/W permit application. The project is required to comply with all Palm Beach County standards and may include R/W dedication.

**Department of Engineering and Public Works**

P.O. Box 21229  
 West Palm Beach, FL 33416-1229  
 (561) 684-4000  
 FAX: (561) 684-4050  
 www.pbcgov.com



**Palm Beach County Board of County Commissioners**

- Mack Bernard, Mayor
- Dave Kerner, Vice Mayor
- Hal R. Valeche
- Gregg K. Weiss
- Robert S. Weinroth
- Mary Lou Berger
- Melissa McKinlay

**County Administrator**

Verdenia C. Baker

*"An Equal Opportunity Affirmative Action Employer"*



Adam B. Kerr, P.E.  
May 28, 2019  
Page 2

No building permits are to be issued by the City after the build-out date specified above. The County traffic concurrency approval is subject to the Project Aggregation Rules set forth in the Traffic Performance Standards Ordinance.

The approval letter shall be valid no longer than one year from date of issuance, unless an application for a Site Specific Development Order has been approved, an application for a Site Specific Development Order has been submitted, or the approval letter has been superseded by another approval letter for the same property.

If you have any questions regarding this determination, please contact me at 561-684-4030 or email [QBari@pbcgov.org](mailto:QBari@pbcgov.org).

Sincerely,

A handwritten signature in black ink that reads "Quazi Bari".

Quazi Bari, P.E.  
Senior Professional Engineer  
Traffic Division

QB:HA:jc  
ec:

Suzanne Dombrowski, City Engineer, City of Westlake  
Hanane Akif, E.I., Project Coordinator II, Traffic Division  
Steve Bohovsky, Technical Assistant III, Traffic Division

File: General - TPS - Mun - Traffic Study Review  
F:\TRAFFIC\HAMUNICIPALITIES\APPROVALS\2019\190304 - 7-ELEVEN WESTLAKE.DOCX

## **Seventh Order of Business**

July 8, 2019

## **RESOLUTION 2019-16**\_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, APPROVING THE REQUESTED USE OF A GAS STATION AND CONVENIENCE STORE WITHIN THE MULTIPLE USE PLANNED DEVELOPMENT/ECONOMIC DEVELOPMENT CENTER (MUPD/EDC), LOCATED AT 4670 SEMINOLE PRATT WHITNEY ROAD, IN THE CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, PROVIDING FOR IMPLEMENTATION; AND PROVIDING AN EFFECTIVE DATE.**

---

**WHEREAS**, the City's Interim Land Development Regulations provides procedures for the review and adoption of requested uses by the City Council; and

**WHEREAS**, the developer VRE Westlake, LLC, submitted an application for review and approval of a "requested use" for utilization of the site as a gas station with a convenience store, located at, 4670 Seminole Pratt Whitney Road, Westlake, Florida, 33470, legally described in the attached Exhibit "A"; and

**WHEREAS**, staff has reviewed and recommends approval of the requested use of the site for a gas station and a convenience store, as indicated in the proposed site plan, attached hereto as Exhibit "B", (site plan); and

**WHEREAS**, the proposed use is consistent with the City's Interim Land Development regulations, the proposed use is compatible with the surrounding uses and the project minimizes any adverse impacts related to the proposed uses as a gas station and a convenience store; and

**WHEREAS**, pursuant to law, notice has been given by publication in a paper of general circulation in Palm Beach County, notifying the public of this proposed resolution and of the public hearing; and

**WHEREAS**, the City Council for the City of Westlake finds that the adoption an implementation of this resolution is in the best interest and welfare of the residents of the City of Westlake.

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

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

**Section 2:**     **Approval of Requested Use:**     The City Council for the City of Westlake hereby approves the requested use of a gas station and a convenience store, containing approximately two acres (1.89), located at 4670 Seminole Pratt Whitney Road, Westlake,

Florida, 33470, as described in the attached Exhibit "A", which is located in the City of Westlake, and in Palm Beach County, Florida.

**Section 3. Implementation:** The City Manager and the City Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of the Resolution.

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

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

of July 2019.

---

City of Westlake  
Roger Manning, Mayor

---

Sandra Demarco, City Clerk

---

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



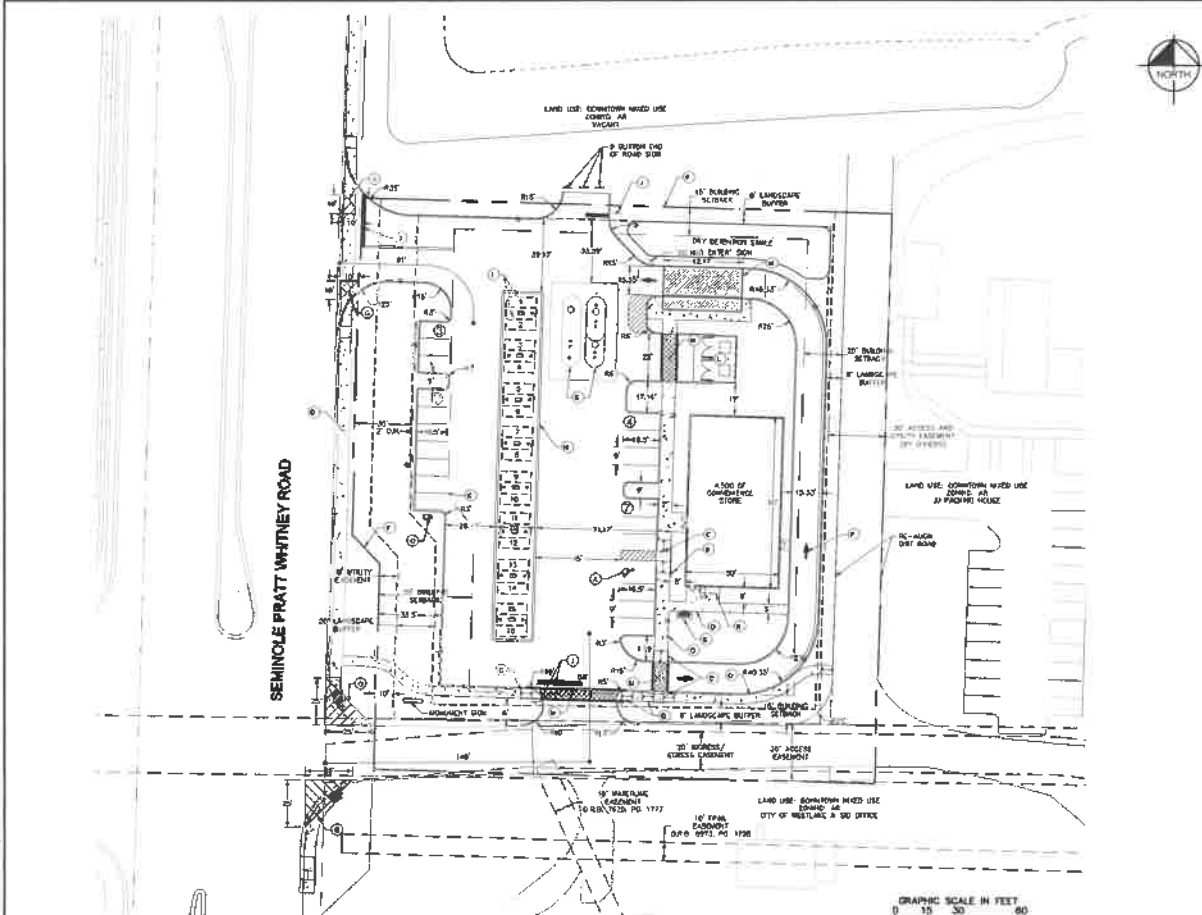
**Exhibit 'A'**  
**Legal Description**  
**Westlake Gas Station**

**DESCRIPTION:**

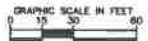
A PARCEL OF LAND LYING IN SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, PALM BEACH COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST; THENCE S.88°15'23"1'E. ALONG THE SOUTH LINE OF SAID SECTION 12, A DISTANCE OF 1763.62 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD AS RECORDED IN OFFICIAL RECORD BOOK 1544, PAGE 378 AND ROAD PLAT BOOK 4, PAGE 34, BOTH OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N.01°42'52"E. ALONG SAID EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD, A DISTANCE OF 3281.45 FEET TO THE SOUTHERNMOST POINT OF PARCEL 102, AN ADDITIONAL PUBLIC RIGHT-OF-WAY, AS RECORDED IN OFFICIAL RECORD BOOK 28479, PAGE 822, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N.46°42'53"E., ALONG THE EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY, A DISTANCE OF 35.36 FEET; THENCE N.01°42'52"E., ALONG SAID EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY, A DISTANCE OF 53.27 FEET TO THE POINT OF BEGINNING; THENCE ALONG SAID EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY FOR THE FOLLOWING THREE COURSES; (1) N.01°42'52"E., A DISTANCE OF 108.09 FEET; (2) N.43°17'08"W., A DISTANCE OF 21.21 FEET; (3) N.01°42'52"E., A DISTANCE OF 177.05 FEET; THENCE S.88°17'08"1'E., A DISTANCE OF 280.00 FEET; THENCE 5.01'42'52"W., A DISTANCE OF 300.14 FEET; THENCE N.88°17'08"W., A DISTANCE OF 265.00 FEET TO THE POINT OF BEGINNING.**

**CONTAINING: 82,305 SQUARE FEET OR 1.890 ACRES, MORE OR LESS.**



# EXHIBIT "B"



- LEGEND**
- (A) ACCESSIBLE PARKING SPACE
  - (B) ACCESSIBLE PARKING AND PENALTY SIGN (TYP. OF 2 BY DEVELOPER)
  - (C) ACCESS RAMP
  - (D) BICYCLE RACK
  - (E) IN-GROUND FUEL STORAGE TANK
  - (F) PROPERTY LINE
  - (G) SIGN TRIANGLE
  - (H) PUMP STATION CANOPY
  - (I) FILLING POSITION (TYP. OF 15)
  - (J) STOP SIGN AND STOP BAR
  - (K) 1' PARKING STRIP (TYP.)
  - (L) QUARTER ENCLOSURE
  - (M) CARWASH
  - (N) DECORATIVE CROSSWALK
  - (O) PROPOSED CONCRETE SIDEWALK (WITH BUMP UP ON PAVEMENT)
  - (P) PAVEMENT HARDWARE (OBJECTS/TURNAL JOINTS) (TYP.)
  - (Q) VACUUM AIR PUMP
  - (R) BICYCLE RACK
  - (S) SIGN

**SITE DATA**

ADDRESS: 4001 SEMINOLE PRATT WHITNEY ROAD, WESTLAKE, FL 33407

NAME OF APPLICATION:	7-ELEVEN WESTLAKE, FL
APPLICATION NUMBER:	SP1201541
PROJECT NUMBER:	147000000
LAST BCC APPROVAL DATE:	NA
RESOLUTION NUMBER:	NA
TIER:	URBAN SUBURBAN TIER
FUTURE LAND USE DESIGNATION:	DOWNTOWN MIXED USE
ZONING DISTRICT:	AR
SECTION/TOWNSHIP/RANGE:	SECTION 12, TOWNSHIP 40S, RANGE 42E
SITE AREA:	82,812 SF 1.88 AC
TOTAL SITE AREA:	82,812 SF 100%
GAS PUMP CANOPY:	4048 SF 4.8%
CARWASH:	889 SF 1.2%
CONVENIENCE STORE:	4590 SF 6.2%
TOTAL BUILDING AREA:	4,238 SF 5.1%
PERVIOUS AREA:	59,453 SF 71.8%
PERVIOUS AREA:	22,823 SF 27.3%

**PARKING SUMMARY**

PARKING CALCULATION: 1 SPACE PER 250 SF ± 1% SPACES REQUIRED (ACCOUNT BASED ON CONVENIENCE STORE ONLY)

	REQUIRED	PROVIDED
STANDARD	20	
ACCESSIBLE PER ADA	1	
TOTAL PARKING	21	
SETBACKS	REQUIRED	PROVIDED
FRONT:	59'	187'
REAR:	26'	53'
SIDE:	19'	31'

\*WESTLAKE IS A LIMITED URBAN SERVICES AREA (LUSA) THEREFORE SHALL BE REVIEWED IN ACCORDANCE WITH THE REQUIREMENTS OF THE URBAN SUBURBAN TIER CRITERIA.

**DATUM**

BEARINGS SHOWN HEREON ARE BASED ON THE SOUTH BOUNDARY OF SECTION 12, TOWNSHIP 40S SOUTH, RANGE 42E EAST, (REVISED) A GRID SYSTEM OF SURVEY 2275E, WEST OF DEERWOOD, AS SHOWN HEREON. REFER TO THE STATE PLANE COORDINATE SYSTEM, NORTH AMERICA DATUM OF 1983 (NAD 83) FOR THE EAST ZONE OF FLORIDA. SAID BASIS OF BEARING IS THE SAME IN THE NORTH AMERICAN DATUM OF 1983 (NAD 83-07).

**FLOOD ZONE**

THE SUBJECT PROPERTY LIES IN FLOOD ZONE "X" AND "AE", ACCORDING TO FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NUMBER 12039C 0431 F, PALM BEACH COUNTY, FLORIDA, DATED OCTOBER 04, 2017, AND ISSUED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

**PROJECT TEAM**

<p><b>PROPERTY OWNER</b></p> <p>MINTO PULH LLC 440 W SAMPLE ROAD, SUITE 200 POMPANO BEACH, FLORIDA 33073-3473</p> <p><b>SURVEYOR</b></p> <p>LIMS DRTZ GEOPOINT SURVEYING, INC. 4152 VIBERT BLUE HERON BLVD., SUITE 105 RIVERA BEACH, FL 33404 (591)444-2720 LIMS.D@GEOPOINTSURVEY.COM</p> <p><b>ENVIRONMENTAL CONSULTANT</b></p> <p>OFA INTERNATIONAL 1215 WALLACE DRIVE DELRAY BEACH, FLORIDA 33444 (561)347-0070</p>	<p><b>CIVIL ENGINEER</b></p> <p>KEVIN M. ROBERSON, P.E. KIMLEY-HORN AND ASSOCIATES, INC. 445 24TH STREET, SUITE 200 VERO BEACH, FL 32909 (772) 794-4100 KEVIN.ROBERSON@KIMLEY-HORN.COM</p> <p><b>LANDSCAPE</b></p> <p>DON HEARING COTLEUR &amp; HEARING 1934 COMMERCE LANE, SUITE 1 JUPITER, FLORIDA 33459 (561)747-6338</p>
--	--

NO.	REVISIONS	DATE	BY

**Kimley»Horn**

1400 N. W. 10TH STREET, SUITE 100, WESTLAKE, FL 33409  
 PHONE: 772-794-4100  
 WWW.KIMLEY-HORN.COM CA 10000000

DATE PROJECT	147000000
DATE	11/15/2019
SCALE	AS SHOWN
DESIGNED BY	CSM
DRAWN BY	ESM
CHECKED BY	DMT
DATE	11/15/2019
SCALE	AS SHOWN
DATE	11/15/2019
SCALE	AS SHOWN
DATE	11/15/2019
SCALE	AS SHOWN

**SITE PLAN**

**7-ELEVEN WESTLAKE**  
 PREPARED FOR  
**VERTICAL CONSTRUCTION**  
 PALM BEACH COUNTY, FLORIDA

SHEET NUMBER  
**C-300**

THIS PLAN AND SPECIFICATIONS ARE THE PROPERTY OF KIMLEY-HORN AND ASSOCIATES, INC. (KHA). NO PART OF THIS PLAN OR SPECIFICATIONS SHALL BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF KHA. THE USER OF THIS PLAN AND SPECIFICATIONS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. KHA AND ITS CONSULTANTS SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS PLAN OR SPECIFICATIONS. THE USER OF THIS PLAN AND SPECIFICATIONS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. KHA AND ITS CONSULTANTS SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS PLAN OR SPECIFICATIONS.

## **Eighth Order of Business**

July 8, 2019

**RESOLUTION 2019-12**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, APPROVING THE FINAL PLAT FOR 7-ELEVEN, A GAS STATION, CAR WASH AND CONVENIENCE STORE, LOCATED BY METES AND BOUNDS BEING DESCRIBED AS A PARCEL OF LAND LYING IN SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, IN THE CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, PROVIDING FOR RECORDATION; AND PROVIDING AN EFFECTIVE DATE.**

---

**WHEREAS**, Minto PBLH, LLC, a Florida Limited Liability Company, as the Applicant has requested approval for 7-Eleven, a gas station, car wash and convenience store, located by metes and bounds being described as a parcel of land lying in Section 12, Township 43 South, Range 40 East, in the City of Westlake, Palm Beach County, Florida; as described in Exhibit 'A' containing approximately 1.89 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 have reviewed the application, 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 City of Westlake's interim 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 7-Eleven, a gas station, car wash and convenience store, as described in the attached Exhibit "A", containing approximately 1.89 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 8<sup>th</sup> day of July, 2019.

---

City of Westlake  
Roger Manning, Mayor

---

Sandra Demarco, City Clerk

---

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

**Exhibit 'A'**  
**Legal Description**  
**7-Eleven - a gas station, car wash and convenience store**

**Description:**

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

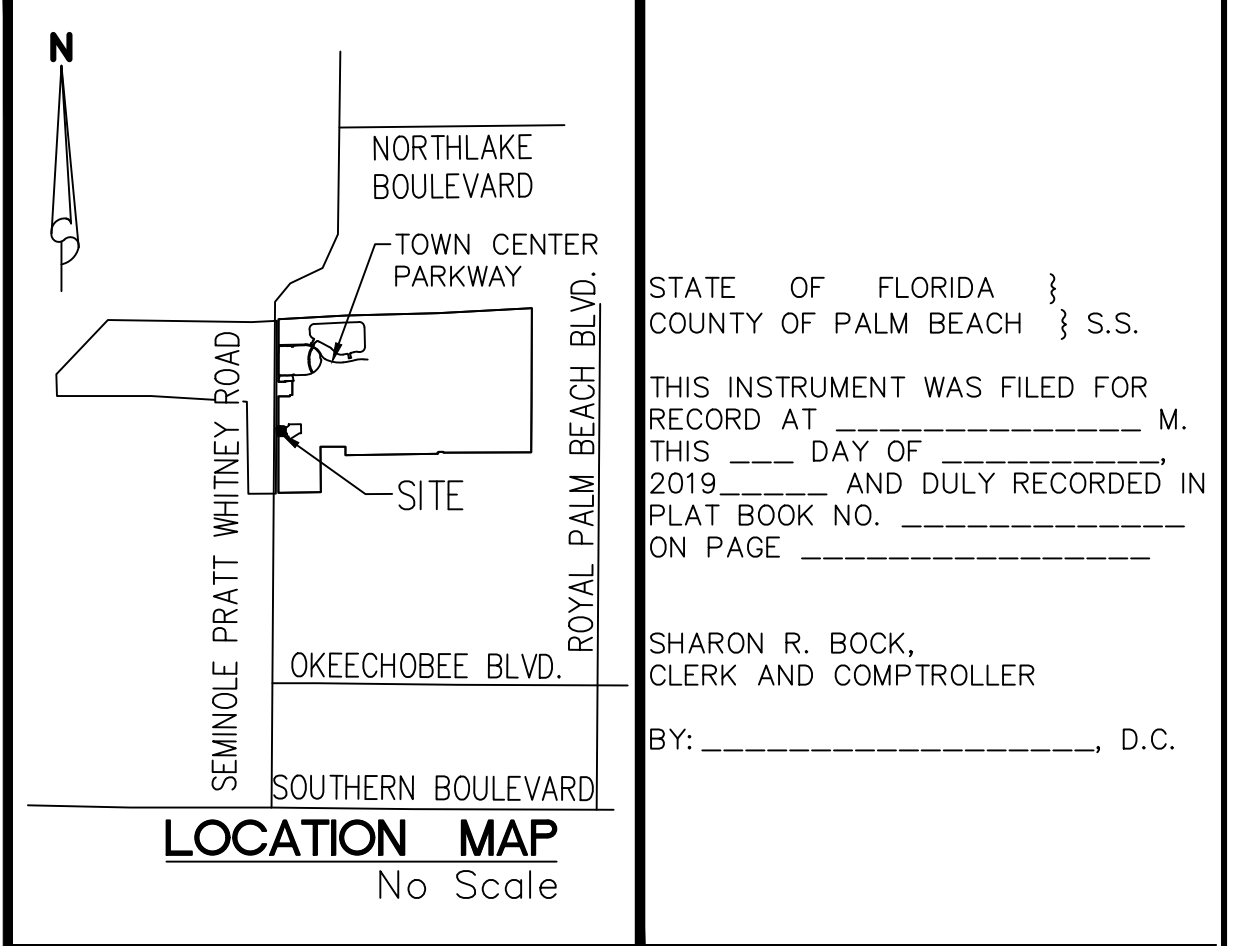
COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST; THENCE S.88°15'23"E. ALONG THE SOUTH LINE OF SAID SECTION 12, A DISTANCE OF 1763.62 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD AS RECORDED IN OFFICIAL RECORD BOOK 1544, PAGE 378 AND ROAD PLAT BOOK 4, PAGE 34, BOTH OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N.01°42'52"E. ALONG SAID EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD, A DISTANCE OF 3281.45 FEET TO THE SOUTHERNMOST POINT OF PARCEL 102, AN ADDITIONAL PUBLIC RIGHT-OF-WAY, AS RECORDED IN OFFICIAL RECORD BOOK 28479, PAGE 822, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N.46°42'53"E., ALONG THE EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY, A DISTANCE OF 35.36 FEET; THENCE N.01°42'52"E., ALONG SAID EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY, A DISTANCE OF 53.27 FEET TO THE POINT OF BEGINNING; THENCE ALONG SAID EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY FOR THE FOLLOWING THREE COURSES; (1) N.01°42'52"E., A DISTANCE OF 108.09 FEET; (2) N.43°17'08"W., A DISTANCE OF 21.21 FEET; (3) N.01°42'52"E., A DISTANCE OF 177.05 FEET; THENCE S.88°17'08"E., A DISTANCE OF 280.00 FEET; THENCE S.01°42'52"W., A DISTANCE OF

300.14 FEET; THENCE N.88°17'08"W., A DISTANCE OF 265.00 FEET TO THE POINT OF BEGINNING.

CONTAINING: 82,305 SQUARE FEET OR 1.890 ACRES, MORE OR LESS.

# WESTLAKE GAS STATION

BEING A PLAT OF A PORTION OF  
SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST,  
CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA



### DEDICATION AND RESERVATIONS

KNOW ALL MEN BY THESE PRESENTS THAT MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY, OWNER OF THE LAND SHOWN AND DESCRIBED HEREON AS WESTLAKE GAS STATION, BEING A PLAT OF A PORTION OF SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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

**COMMENCE** AT THE SOUTHWEST CORNER OF SAID SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST; THENCE S.88°15'23"E, ALONG THE SOUTH LINE OF SAID SECTION 12, A DISTANCE OF 1763.62 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD AS RECORDED IN OFFICIAL RECORD BOOK 1544, PAGE 378 AND ROAD PLAT BOOK 4, PAGE 34, BOTH OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N.01°42'52"E, ALONG SAID EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD, A DISTANCE OF 3281.45 FEET TO THE SOUTHERNMOST POINT OF PARCEL 102, AN ADDITIONAL PUBLIC RIGHT-OF-WAY, AS RECORDED IN OFFICIAL RECORD BOOK 28479, PAGE 822, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N.46°42'53"E, ALONG THE EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY, A DISTANCE OF 35.36 FEET; THENCE N.01°42'52"E, ALONG SAID EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY, A DISTANCE OF 53.27 FEET TO THE **POINT OF BEGINNING**; THENCE ALONG SAID EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY FOR THE FOLLOWING THREE COURSES; (1) N.01°42'52"E, A DISTANCE OF 108.09 FEET; (2) N.43°17'08"W, A DISTANCE OF 21.21 FEET; (3) N.01°42'52"E, A DISTANCE OF 177.05 FEET; THENCE S.88°17'08"E, A DISTANCE OF 280.00 FEET; THENCE S.01°42'52"W, A DISTANCE OF 300.14 FEET; THENCE N.88°17'08"W, A DISTANCE OF 265.00 FEET TO THE **POINT OF BEGINNING**.

CONTAINING: 82,305 SQUARE FEET OR 1.890 ACRES, MORE OR LESS.

HAVE CAUSED THE SAME TO BE SURVEYED AND PLATTED AS SHOWN HEREON AND DO HEREBY DEDICATE AND RESERVE AS FOLLOWS:

### TRACT "A"

TRACT "A", AS SHOWN HEREON, IS HEREBY RESERVED FOR MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY, ITS SUCCESSORS AND ASSIGNS, FOR FUTURE DEVELOPMENT AND PURPOSES CONSISTENT WITH THE ZONING REGULATIONS OF CITY OF WESTLAKE, FLORIDA, AND IS THE PERPETUAL MAINTENANCE OBLIGATION OF SAID MINTO PBLH, LLC, ITS SUCCESSORS AND ASSIGNS, WITHOUT RECOURSE TO CITY OF WESTLAKE.

### UTILITY EASEMENTS

ALL UTILITY EASEMENTS DESCRIBED ON THE PLAT ARE PRIVATE NON-EXCLUSIVE EASEMENTS UNLESS EXPRESSLY STATED OTHERWISE THEREIN. ALL UTILITY RIGHTS AND EASEMENTS ESTABLISHED BY OR RESERVED BY THIS PLAT ARE HEREBY RESERVED TO THE SEMINOLE IMPROVEMENT DISTRICT, (A LOCAL UNIT OF SPECIAL PURPOSE GOVERNMENT ESTABLISHED PURSUANT TO CHAPTERS 189 AND 298, FLORIDA STATUTES, AS A PUBLIC UTILITY PROVIDER OF WATER, SEWER AND RECLAIMED WATER), ITS SUCCESSORS AND ASSIGNS, SUBJECT TO THOSE CERTAIN RESTRICTION OF RIGHTS, COVENANTS AND DEDICATIONS AS MAY HEREAFTER BE IMPOSED BY GRANTOR; PROVIDED FURTHER SAID GRANTS OR ASSIGNMENTS SHALL NOT BE DEEMED A PUBLIC DEDICATION OF SAID RIGHTS OR EASEMENTS. THE SEMINOLE IMPROVEMENT DISTRICT SHALL HAVE THE RIGHT TO GRANT OTHER UTILITY PROVIDERS THE ABILITY TO USE THE EASEMENT, IN ITS SOLE DISCRETION.

IN FURTHERANCE OF THE FOREGOING, THERE IS HEREBY GRANTED TO FLORIDA POWER & LIGHT COMPANY, A FLORIDA CORPORATION, ITS AFFILIATES, LICENSEES, AGENTS, SUCCESSORS, AND ASSIGNS ("FPL"), A NON-EXCLUSIVE EASEMENT FOREVER OVER, UNDER, IN, ON, UPON AND ACROSS THE UTILITY EASEMENTS DESCRIBED ON THE PLAT, FOR THE CONSTRUCTION, OPERATION AND MAINTENANCE OF UNDERGROUND ELECTRIC UTILITY FACILITIES (INCLUDING CABLES, CONDUITS, APPURTENANT EQUIPMENT, AND APPURTENANT ABOVE-GROUND EQUIPMENT) TO BE INSTALLED FROM TIME TO TIME, TOGETHER WITH THE RIGHT TO PERMIT FPL TO ATTACH OR PLACE WIRES TO OR WITHIN ANY FACILITIES HEREUNDER AND LAY CABLE AND CONDUIT WITHIN THE EASEMENT AREA AND TO OPERATE THE SAME FOR FPL'S COMMUNICATIONS PURPOSES IN CONNECTION WITH ELECTRIC SERVICE AND THE RIGHT OF INGRESS AND EGRESS TO THE UTILITY EASEMENTS AT ALL TIMES.

### ACCESS EASEMENT

THE ACCESS EASEMENT AS SHOWN HEREON IS HEREBY RESERVED FOR MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY, ITS SUCCESSORS AND ASSIGNS, FOR FUTURE ACCESS AND PURPOSES CONSISTENT WITH THE ZONING REGULATIONS OF CITY OF WESTLAKE, FLORIDA, AND IS THE PERPETUAL MAINTENANCE OBLIGATION OF SAID MINTO PBLH, LLC, ITS SUCCESSORS AND ASSIGNS, WITHOUT RECOURSE TO CITY OF WESTLAKE.

IN WITNESS WHEREOF, MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY HAS CAUSED THESE PRESENTS TO BE SIGNED BY ITS MANAGER AND ITS COMPANY SEAL TO BE AFFIXED HERETO BY AND WITH THE AUTHORITY OF ITS MEMBERS THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2019.

WITNESS: \_\_\_\_\_ BY: \_\_\_\_\_  
MINTO PBLH, LLC  
A FLORIDA LIMITED LIABILITY COMPANY  
JOHN F. CARTER, MANAGER

PRINT NAME: \_\_\_\_\_  
WITNESS: \_\_\_\_\_  
PRINT NAME: \_\_\_\_\_

### ACKNOWLEDGEMENT

STATE OF FLORIDA  
COUNTY OF PALM BEACH

BEFORE ME PERSONALLY APPEARED JOHN F. CARTER WHO IS PERSONALLY KNOWN TO ME, OR HAS PRODUCED AS IDENTIFICATION, AND WHO EXECUTED THE FOREGOING INSTRUMENT AS MANAGER OF MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY, AND SEVERALLY ACKNOWLEDGED TO AND BEFORE ME THAT HE EXECUTED SUCH INSTRUMENT AS SUCH OFFICER OF SAID COMPANY, AND THAT THE SEAL AFFIXED TO THE FOREGOING INSTRUMENT IS THE COMPANY SEAL OF SAID COMPANY AND THAT IT WAS AFFIXED TO SAID INSTRUMENT BY DUE AND REGULAR COMPANY AUTHORITY, AND THAT SAID INSTRUMENT IS THE FREE ACT AND DEED OF SAID COMPANY.

WITNESS MY HAND AND OFFICIAL SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2019.

MY COMMISSION EXPIRES: \_\_\_\_\_  
NOTARY PUBLIC STATE OF FLORIDA  
PRINT NAME: \_\_\_\_\_  
COMMISSION NO. \_\_\_\_\_  
(SEAL)

### ACCEPTANCE OF DEDICATION & RESERVATIONS

STATE OF FLORIDA  
COUNTY OF PALM BEACH

SEMINOLE IMPROVEMENT DISTRICT, AN INDEPENDENT SPECIAL DISTRICT OF THE STATE OF FLORIDA, HEREBY ACCEPTS THE DEDICATIONS AND RESERVATIONS TO SAID DISTRICT AS STATED AND SHOWN HEREON, AND ITS MAINTENANCE OBLIGATIONS FOR SAME, AND HEREBY JOINS IN AND CONSENTS TO THE UTILITY EASEMENTS DEDICATION, DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2019.

WITNESS: \_\_\_\_\_ BY: \_\_\_\_\_  
SEMINOLE IMPROVEMENT DISTRICT  
AN INDEPENDENT SPECIAL DISTRICT  
OF THE STATE OF FLORIDA  
SCOTT MASSEY, PRESIDENT

PRINT NAME: \_\_\_\_\_  
WITNESS: \_\_\_\_\_  
PRINT NAME: \_\_\_\_\_

### ACKNOWLEDGEMENT

STATE OF FLORIDA  
COUNTY OF PALM BEACH

BEFORE ME PERSONALLY APPEARED SCOTT MASSEY WHO IS PERSONALLY KNOWN TO ME, OR HAS PRODUCED AS IDENTIFICATION, AND WHO EXECUTED THE FOREGOING INSTRUMENT AS PRESIDENT OF SEMINOLE IMPROVEMENT DISTRICT, AND SEVERALLY ACKNOWLEDGED TO AND BEFORE ME THAT HE EXECUTED SUCH INSTRUMENT AS SUCH OFFICER OF SAID DISTRICT, AND THAT THE SEAL AFFIXED TO SAID INSTRUMENT IS THE DISTRICT SEAL OF SAID DISTRICT AND THAT IT WAS AFFIXED TO SAID INSTRUMENT BY DUE AND REGULAR DISTRICT AUTHORITY, AND THAT SAID INSTRUMENT IS THE FREE ACT AND DEED OF SAID DISTRICT.

WITNESS MY HAND AND OFFICIAL SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2019.

MY COMMISSION EXPIRES: \_\_\_\_\_  
NOTARY PUBLIC STATE OF FLORIDA  
PRINT NAME: \_\_\_\_\_  
COMMISSION NO. \_\_\_\_\_  
(SEAL)

### CITY OF WESTLAKE'S APPROVAL:

THIS CERTIFIES THAT THIS PLAT HAS BEEN ACCEPTED AND APPROVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE BY A RESOLUTION DULY ADOPTED BY THE CITY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2019, IN ACCORDANCE WITH CHAPTER 177, F.S., AND HAS BEEN REVIEWED BY A PROFESSIONAL SURVEYOR & MAPPER EMPLOYED BY THE CITY OF WESTLAKE IN ACCORDANCE WITH CHAPTER 177, F.S.

ATTEST: \_\_\_\_\_ BY: \_\_\_\_\_  
CITY MANAGER, KEN CASSEL CITY MAYOR, ROGER MANNING

### TITLE CERTIFICATION

STATE OF FLORIDA  
COUNTY OF PALM BEACH

WE, FOUNDERS TITLE, A TITLE INSURANCE COMPANY, AS DULY LICENSED IN THE STATE OF FLORIDA DO HEREBY CERTIFY THAT WE HAVE EXAMINED THE TITLE TO THE HEREON DESCRIBED PROPERTY; THAT WE FIND THE TITLE TO THE PROPERTY IS VESTED IN MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY; THAT THE CURRENT TAXES HAVE BEEN PAID; AND THAT ALL PALM BEACH COUNTY SPECIAL ASSESSMENT ITEMS, AND ALL OTHER ITEMS HELD AGAINST SAID LANDS HAVE BEEN SATISFIED; THAT ALL MORTGAGES NOT SATISFIED OR RELEASED OF RECORD NOR OTHERWISE TERMINATED BY LAW ARE SHOWN HEREON; AND THAT THERE ARE NO OTHER ENCUMBRANCES OF RECORD.

DATE: \_\_\_\_\_ HARRY BINNIE, PRESIDENT  
FOUNDERS TITLE

### AREA TABULATION (IN ACRES)

TRACT "A": 1.890  
WESTLAKE GAS STATION: 1.890 TOTAL ACRES, MORE OR LESS

### SURVEYORS NOTES

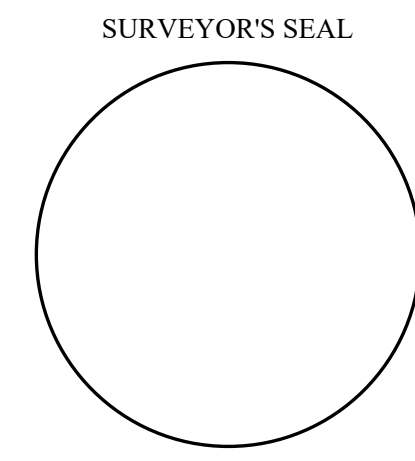
- PERMANENT REFERENCE MONUMENTS ARE SHOWN THUS: "■" A 1 1/2" BRASS DISK STAMPED "PRM LB7768" SET IN A 4"x4"x24" CONCRETE MONUMENT. PERMANENT CONTROL POINTS ARE SHOWN AS THUS: "●" A MAGNETIC NAIL AND DISK STAMPED "PCP LB7768". (UNLESS OTHERWISE NOTED).
- BEARINGS SHOWN HEREON ARE BASED ON THE SOUTH BOUNDARY OF SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, HAVING A GRID BEARING OF S.88°15'23"E. BEARINGS SHOWN HEREON, REFER TO THE STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983 (NAD 83 / 07) FOR THE EAST ZONE OF FLORIDA. SAID BASIS OF BEARING IS THE SAME IN THE NORTH AMERICAN DATUM OF 1983 (NAD 83 / 90).
- NO BUILDING OR ANY KIND OF CONSTRUCTION OR TREES OR SHRUBS SHALL BE PLACED ON ANY EASEMENT WITHOUT PRIOR WRITTEN CONSENT OF ALL EASEMENT BENEFICIARIES AND ALL APPLICABLE COUNTY APPROVALS OR PERMITS AS REQUIRED FOR SUCH ENCROACHMENTS. THERE WILL BE NO ABOVE GROUND ENCROACHMENTS WHERE LAKE MAINTENANCE EASEMENTS AND UTILITY EASEMENTS OVERLAP.
- THE BUILDING SETBACKS SHALL BE AS REQUIRED BY THE CITY OF WESTLAKE ZONING REGULATIONS.
- NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPERPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF PALM BEACH COUNTY.
- IN THOSE CASES WHERE EASEMENTS OF DIFFERENT TYPES CROSS OR OTHERWISE COINCIDE, DRAINAGE EASEMENTS SHALL HAVE FIRST PRIORITY, UTILITY EASEMENTS SHALL HAVE SECOND PRIORITY, ACCESS EASEMENTS SHALL HAVE THIRD PRIORITY, AND ALL OTHER EASEMENTS SHALL BE SUBORDINATE TO THESE WITH THEIR PRIORITIES BEING DETERMINED BY USE RIGHTS GRANTED.
- ALL LINES INTERSECTING CIRCULAR CURVES ARE RADIAL UNLESS OTHERWISE NOTED.
- COORDINATES SHOWN HEREON ARE FLORIDA STATE PLANE GRID DATUM = NAD83 2007 ADJUSTMENT ZONE = FLORIDA EAST LINEAR UNITS = US SURVEY FEET COORDINATE SYSTEM = 1983 STATE PLANE PROJECTION = TRANSVERSE MERCATOR ALL DISTANCES ARE GROUND SCALE FACTOR: 1.0000 GROUND DISTANCE X SCALE FACTOR = GRID DISTANCE PLAT BEARING = GRID BEARING NO ROTATION ALL TIES TO SECTION CORNERS AND QUARTER CORNERS ARE GENERATED FROM MEASURED VALUES

### SURVEYOR & MAPPER'S CERTIFICATE

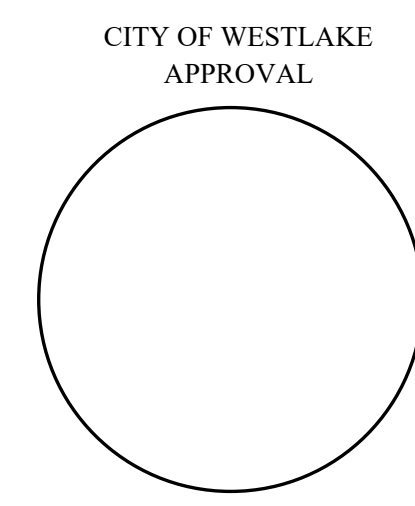
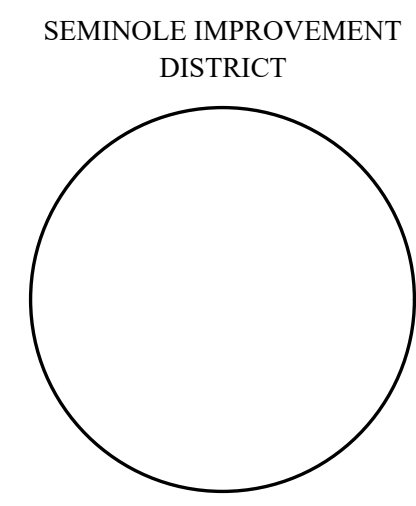
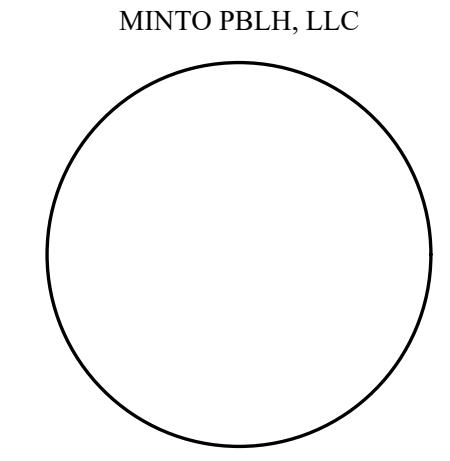
THIS IS TO CERTIFY THAT THE PLAT SHOWN HEREON IS A TRUE AND CORRECT REPRESENTATION OF A SURVEY MADE UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION; THAT SAID SURVEY IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF; THAT PERMANENT REFERENCE MONUMENTS ("P.R.M.S.") HAVE BEEN PLACED AS REQUIRED BY LAW, AND THAT PERMANENT CONTROL POINTS ("P.C.P.S."), AND MONUMENTS ACCORDING TO SEC. 177.091(9), F.S., WILL BE SET UNDER THE GUARANTEES POSTED WITH THE CITY OF WESTLAKE FOR THE REQUIRED IMPROVEMENTS; AND, FURTHER, THAT THE SURVEY DATA COMPLIES WITH ALL THE REQUIREMENTS OF CHAPTER 177, FLORIDA STATUTES, AS AMENDED, AND THE ORDINANCES OF THE CITY OF WESTLAKE, FLORIDA.

DATE: \_\_\_\_\_ LUIS J. ORTIZ, P.S.M.  
LICENSE NO. L57006  
STATE OF FLORIDA

THIS INSTRUMENT PREPARED BY  
LUIS J. ORTIZ, P.S.M.  
L57006 STATE OF FLORIDA.  
GEOPOINT SURVEYING, INC.  
4152 WEST BLUE HERON BOULEVARD, SUITE 105,  
RIVIERA BEACH, FLORIDA 33404  
CERTIFICATE OF AUTHORIZATION NO. LB7768



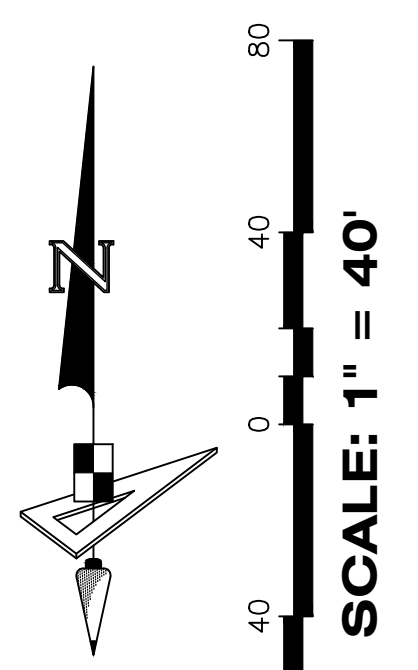
4152 W. Blue Heron Blvd.  
Suite 105  
Riviera Beach, FL 33404  
Phone: (561) 444-2720  
www.geopointsurvey.com  
Licensed Business Number LB 7768  
Sheet No. 1 of 2 Sheets





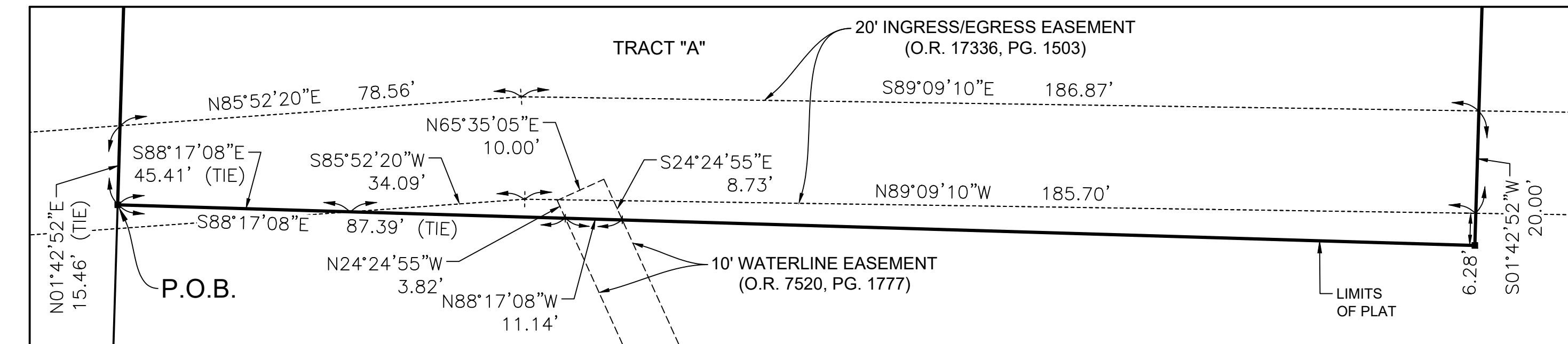
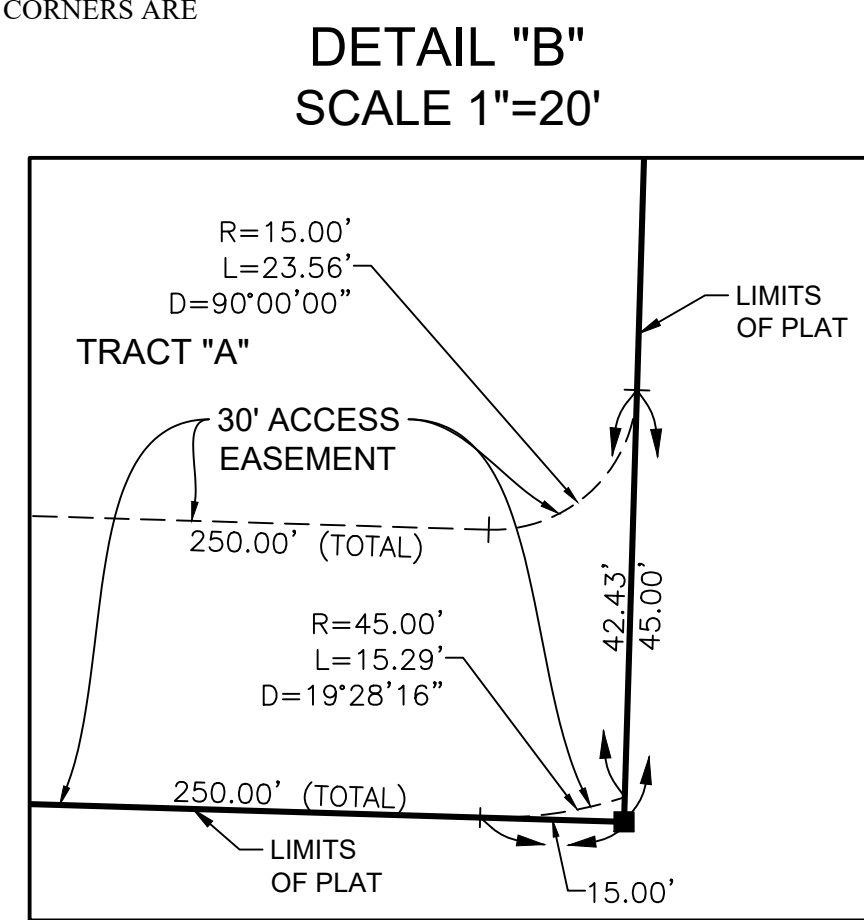
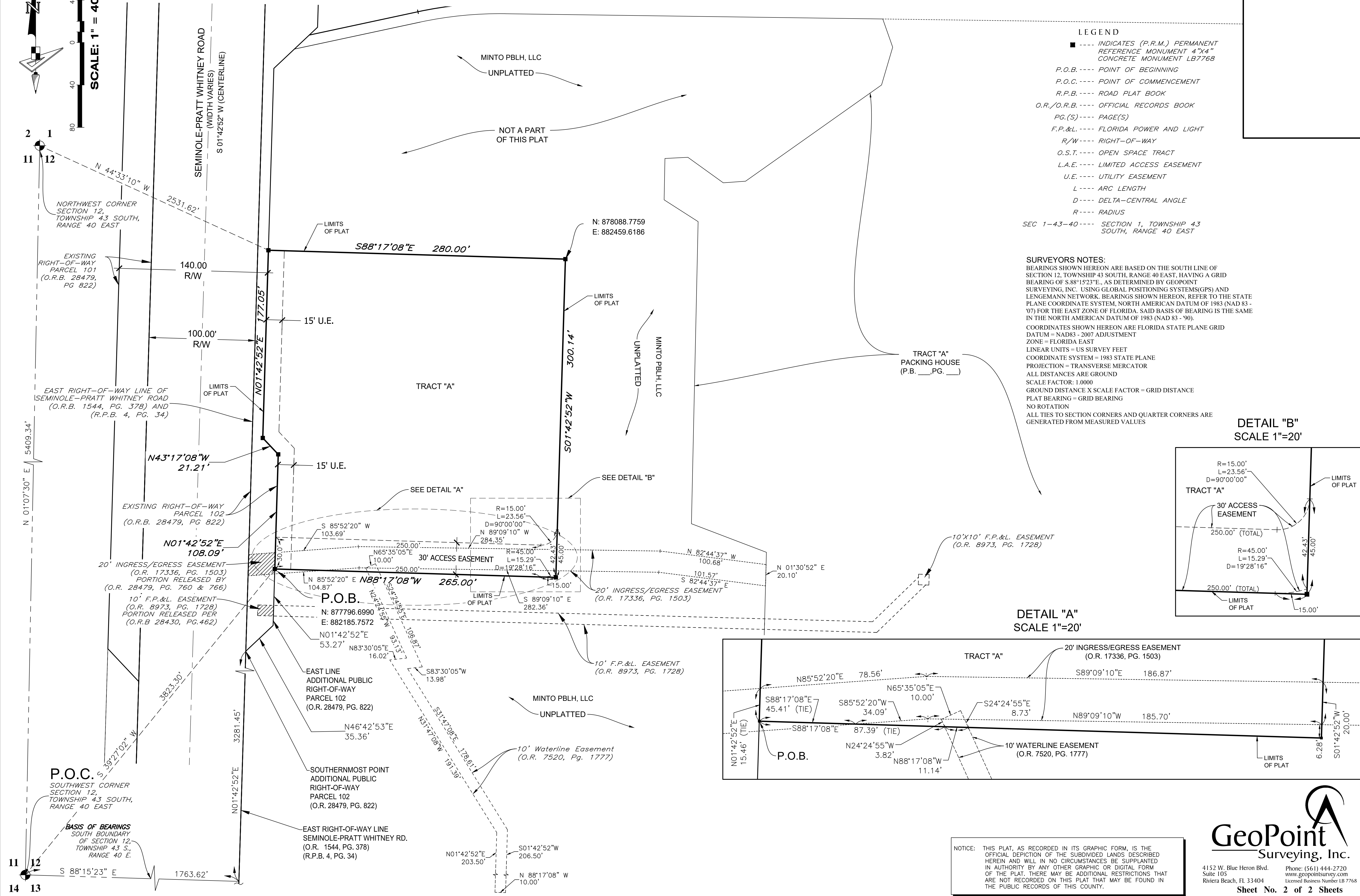
# WESTLAKE GAS STATION

BEING A PLAT OF A PORTION OF  
SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST,  
CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA



- LEGEND**
- ---- INDICATES (P.R.M.) PERMANENT REFERENCE MONUMENT 4"x4" CONCRETE MONUMENT LB7768
  - P.O.B. ---- POINT OF BEGINNING
  - P.O.C. ---- POINT OF COMMENCEMENT
  - R.P.B. ---- ROAD PLAT BOOK
  - O.R./O.R.B. ---- OFFICIAL RECORDS BOOK
  - PG.(S) ---- PAGE(S)
  - F.P.&L. ---- FLORIDA POWER AND LIGHT
  - R/W ---- RIGHT-OF-WAY
  - O.S.T. ---- OPEN SPACE TRACT
  - L.A.E. ---- LIMITED ACCESS EASEMENT
  - U.E. ---- UTILITY EASEMENT
  - L ---- ARC LENGTH
  - D ---- DELTA-CENTRAL ANGLE
  - R ---- RADIUS
  - SEC 1-43-40 ---- SECTION 1, TOWNSHIP 43 SOUTH, RANGE 40 EAST

**SURVEYORS NOTES:**  
 BEARINGS SHOWN HEREON ARE BASED ON THE SOUTH LINE OF SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, HAVING A GRID BEARING OF S.88°15'23"E., AS DETERMINED BY GEOPoint SURVEYING, INC. USING GLOBAL POSITIONING SYSTEMS(GPS) AND LENGEMANN NETWORK. BEARINGS SHOWN HEREON, REFER TO THE STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983 (NAD 83 - '07) FOR THE EAST ZONE OF FLORIDA. SAID BASIS OF BEARING IS THE SAME IN THE NORTH AMERICAN DATUM OF 1983 (NAD 83 - '90).  
 COORDINATES SHOWN HEREON ARE FLORIDA STATE PLANE GRID DATUM = NAD83 - 2007 ADJUSTMENT  
 ZONE = FLORIDA EAST  
 LINEAR UNITS = US SURVEY FEET  
 COORDINATE SYSTEM = 1983 STATE PLANE PROJECTION = TRANSVERSE MERCATOR  
 ALL DISTANCES ARE GROUND  
 SCALE FACTOR: 1.0000  
 GROUND DISTANCE X SCALE FACTOR = GRID DISTANCE  
 PLAT BEARING = GRID BEARING  
 NO ROTATION  
 ALL TIES TO SECTION CORNERS AND QUARTER CORNERS ARE GENERATED FROM MEASURED VALUES

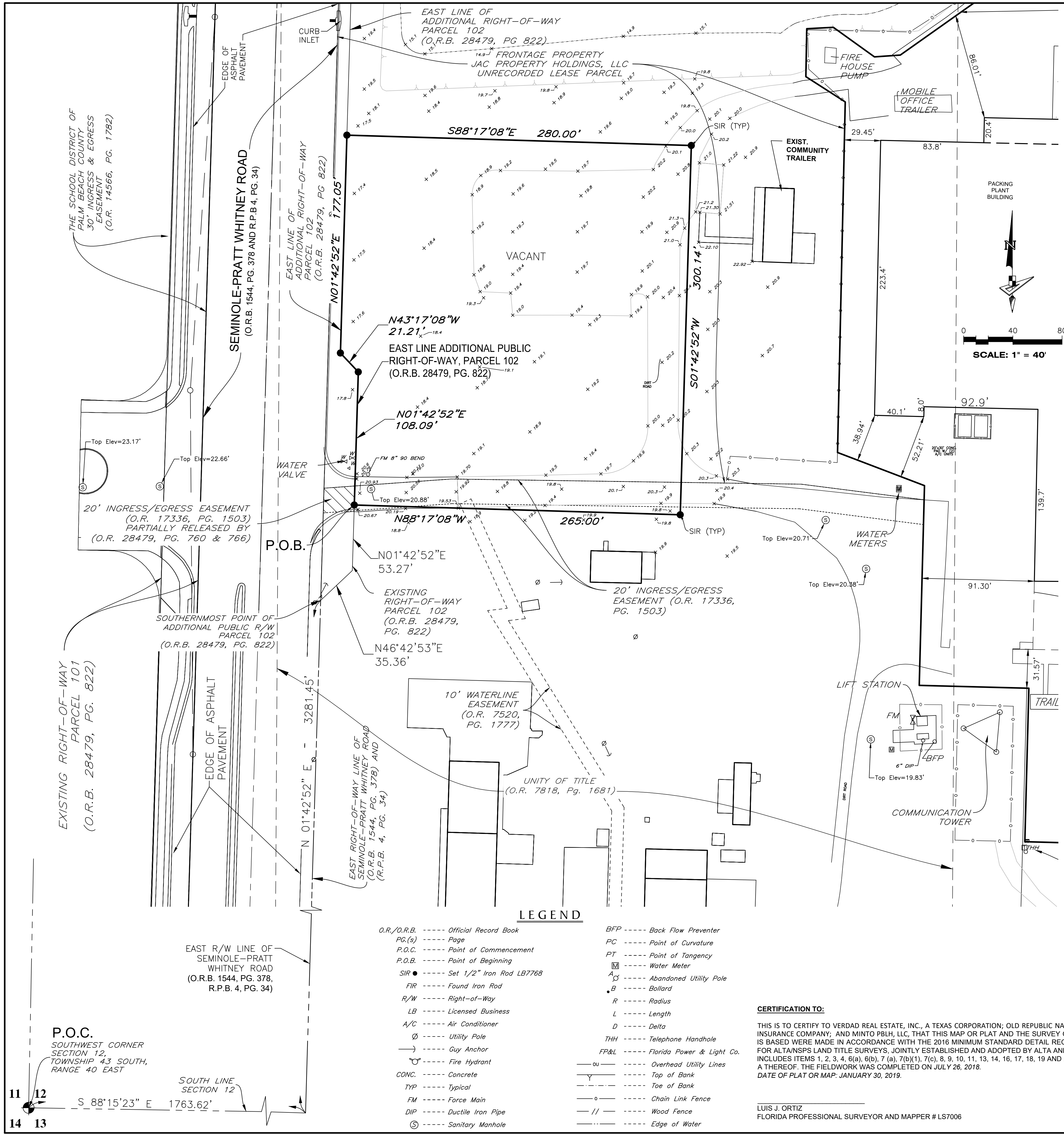


**NOTICE:** THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

**GeoPoint**  
 Surveying, Inc.

4152 W. Blue Heron Blvd. Phone: (561) 444-2720  
 Suite 105 www.geopointsurvey.com  
 Riviera Beach, FL 33404 Licensed Business Number LB 7768

Sheet No. 2 of 2 Sheets



**DESCRIPTION:**

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

**COMMENCE** AT THE SOUTHWEST CORNER OF SAID SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST; THENCE S.88°15'23"E. ALONG THE SOUTH LINE OF SAID SECTION 12, A DISTANCE OF 1763.62 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD AS RECORDED IN OFFICIAL RECORD BOOK 1544, PAGE 378 AND ROAD PLAT BOOK 4, PAGE 34, BOTH OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N.01°42'52"E. ALONG SAID EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD, A DISTANCE OF 3281.45 FEET TO THE SOUTHERNMOST POINT OF PARCEL 102, AN ADDITIONAL PUBLIC RIGHT-OF-WAY, AS RECORDED IN OFFICIAL RECORD BOOK 28479, PAGE 822, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N.46°42'53"E. ALONG THE EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY, A DISTANCE OF 35.36 FEET; THENCE N.01°42'52"E. ALONG SAID EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY, A DISTANCE OF 53.27 FEET TO THE POINT OF BEGINNING; THENCE ALONG SAID EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY FOR THE FOLLOWING THREE COURSES: (1) N.01°42'52"E., A DISTANCE OF 108.09 FEET; (2) N.43°17'08"W., A DISTANCE OF 21.21 FEET; (3) N.01°42'52"E., A DISTANCE OF 177.05 FEET; THENCE S.88°17'08"E., A DISTANCE OF 280.00 FEET; THENCE S.01°42'52"W., A DISTANCE OF 300.14 FEET; THENCE N.88°17'08"W., A DISTANCE OF 265.00 FEET TO THE POINT OF BEGINNING.

CONTAINING: 82,305 SQUARE FEET OR 1.890 ACRES, MORE OR LESS

THIS SURVEY WAS PREPARED WITH THE BENEFIT OF TITLE COMMITMENT ISSUED BY OLDREPUBLIC NATIONAL TITLE INSURANCE COMPANY, COMMITMENT NO.: 18091810, WITH AN EFFECTIVE DATE: JULY 3, 2018 AT 8:00 A.M. AND SCHEDULE B-II ITEMS AFFECTING THE PROPERTY ARE AS FOLLOWS:

1. DEFECTS, LIENS, ENCUMBRANCES, ADVERSE CLAIMS OR OTHER MATTERS, IF ANY CREATED, FIRST APPEARING IN THE PUBLIC RECORDS OR ATTACHING SUBSEQUENT TO THE EFFECTIVE DATE HEREOF BUT PRIOR TO THE DATE THE PROPOSED INSURED ACQUIRES FOR VALUE OF RECORD THE ESTATE OR INTEREST OR MORTGAGE THEREON COVERED BY THIS COMMITMENT. (AFFECTS BUT NOT PLOTTABLE)
  2. FACTS WHICH WOULD BE DISCLOSED BY AN ACCURATE AND COMPREHENSIVE SURVEY OF THE PREMISES HEREIN DESCRIBED. (AFFECTS BUT NOT PLOTTABLE)
  3. RIGHTS OR CLAIMS OF PARTIES IN POSSESSION. (AFFECTS BUT NOT PLOTTABLE)
  4. CONSTRUCTION, MECHANIC'S, CONTRACTORS' OR MATERIALMEN'S LIEN CLAIMS, IF ANY, WHERE NO NOTICE THEREOF APPEARS OF RECORD. (AFFECTS BUT NOT PLOTTABLE)
  5. EASEMENTS OR CLAIMS OF EASEMENTS NOT SHOWN BY THE PUBLIC RECORDS. (AFFECTS BUT NOT PLOTTABLE)
  6. GENERAL OR SPECIAL TAXES AND ASSESSMENTS REQUIRED TO BE PAID IN THE YEAR 2018 AND SUBSEQUENT YEARS. (AFFECTS BUT NOT PLOTTABLE)
  7. OIL, GAS AND MINERAL RESERVATIONS IN FAVOR OF SOUTHERN STATES LAND AND TIMBER CORPORATION, AS CONTAINED IN DEED RECORDED IN DEED BOOK 941, PAGE 526, AS MODIFIED BY THE INSTRUMENT RECORDED IN OFFICIAL RECORDS BOOK 312, PAGE 342. THE RIGHT OF SURFACE ENTRY HAVING BEEN TERMINATED BY OPERATION OF THE FLORIDA MARKETABLE RECORD TITLE ACT, CHAPTER 712, FLORIDA STATUTES. (AFFECTS BUT NOT PLOTTABLE)
  8. WATERLINE EASEMENT RECORDED IN OFFICIAL RECORDS BOOK 7520, PAGE 1777. (AFFECTS AND PLOTTED HEREON)
  9. UNITY OF TITLE RECORDED IN OFFICIAL RECORDS BOOK 7818, PAGE 1681. (AFFECTS AND PLOTTED HEREON)
  10. INGRESS AND EGRESS EASEMENT AGREEMENT BETWEEN CALLERY-JUDGE GROVE, L.P., A NEW YORK LIMITED PARTNERSHIP AND LANDAM CONSTRUCTION EXCHANGE COMPANY RECORDED IN OFFICIAL RECORDS BOOK 17336, PAGE 1503, AS AFFECTED BY PARTIAL RELEASE OF INGRESS AND EGRESS EASEMENT RECORDED AUGUST 02, 2016 IN OFFICIAL RECORDS BOOK 28479, PAGE 760. (AFFECTS AND PLOTTED HEREON)
  11. RECORDED NOTICE OF ENVIRONMENTAL RESOURCE PERMIT RECORDED IN OFFICIAL RECORDS BOOK 27377, PAGE 15. (AFFECTS BUT NOT PLOTTABLE)
  12. RECORDED NOTICE OF ENVIRONMENTAL RESOURCE PERMIT RECORDED IN OFFICIAL RECORDS BOOK 29976, PAGE 82. (AFFECTS BUT NOT PLOTTABLE)
  13. UNRECORDED OPTION AGREEMENT BETWEEN CALLERY-JUDGE GROVE, L.P. AND JAC PROPERTY HOLDINGS, LLC. (AFFECTS AND PLOTTED HEREON)
- NOTE: THIS EXCEPTION WILL BE DELETED UPON THE RECORDING OF THE PACKING HOUSE PLAT OR THE PLAT OF ILEX WAY WHICHEVER EVENT OCCURS FIRST.

**SURVEYORS NOTES:**

- 1) EASEMENTS, RIGHTS-OF-WAYS, SET BACK LINES, RESERVATIONS, AGREEMENTS AND OTHER SIMILAR MATTERS TAKEN FROM TITLE COMMITMENT NO. 18091810 PREPARED BY OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, DATED JULY 3, 2018.
- 2) THIS SURVEY IS LIMITED TO ABOVE GROUND VISIBLE IMPROVEMENTS ALONG AND NEAR THE BOUNDARY LINES, AND THAT NOTHING BELOW THE GROUND WAS LOCATED INCLUDING, BUT NOT LIMITED TO FOUNDATIONS (FOOTINGS), UTILITIES, ETC. (INTERIOR OCCUPATION NOT LOCATED)
- 3) BEARINGS SHOWN HEREON ARE BASED ON THE SOUTH BOUNDARY OF SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, HAVING A GRID BEARING OF S.88°15'23"E. THE GRID BEARINGS, AS SHOWN HEREON, REFER TO THE STATE PLANE COORDINATE SYSTEM, NORTH AMERICA DATUM OF 1983 (NAD 83 - '07) FOR THE EAST ZONE OF FLORIDA. SAID BASIS OF BEARING IS THE SAME IN THE NORTH AMERICAN DATUM OF 1983 (NAD 83 - '90).
- 4) THE SUBJECT PROPERTY LIES IN FLOOD ZONE "X", ACCORDING TO FLOOD INSURANCE RATE MAP, COMMUNITY-PANEL NUMBER 12099C 0531 F, PALM BEACH COUNTY, FLORIDA, DATED OCTOBER 05, 2017, AND ISSUED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.
- 5) THIS SURVEY IS BASED ON PREVIOUS FIELD SURVEYS, DOCUMENTS OF RECORD, FOUND MONUMENTS, EXHIBITS, AND HISTORICALLY USED CORNERS, AS WELL AS THE LEGAL DESCRIPTION SHOWN HEREON. THE FOLLOWING ARE REFERENCE SURVEYS USED IN DETERMINING THE BOUNDARY LOCATION FOR CALLERY JUDGE GROVES:
  - a) STATE OF FLORIDA PALM BEACH COUNTY RIGHT OF WAY MAP FOR SEMINOLE-PRATT WHITNEY ROAD, RECORDED IN ROAD PLAT BOOK 4, PAGE 34.
  - b) BOUNDARY SURVEY OF RESIDENTIAL AT CALLERY JUDGE GROVES, PREPARED BY LIDBERG LAND SURVEYING, INC. (JOB NO.: 04-106-101C), DATED OCTOBER 5, 2007.
  - c) SKETCH OF SURVEY, PREPARED BY S.P. MUSICK, DATED MARCH 5, 1965.
- 6) ALL BEARINGS AND DISTANCES (UNITED STATES SURVEY FEET) AS SHOWN HEREON ARE AS DESCRIBED AND MEASURED UNLESS OTHERWISE NOTED. MEASUREMENTS MADE ARE TO THE ACCURACY STANDARD OF SUBURBAN OR 1 FOOT IN 7500 FEET.

**REFERENCE BENCHMARK:**

PALM BEACH COUNTY "AMANDA"  
PBCO BRASS DISK / ELEVATION = 25.536'(NAVD88)

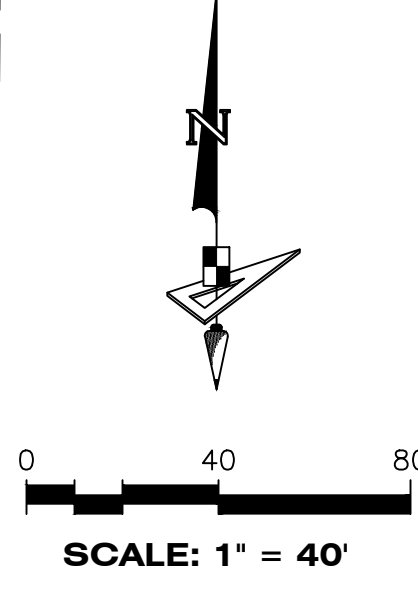
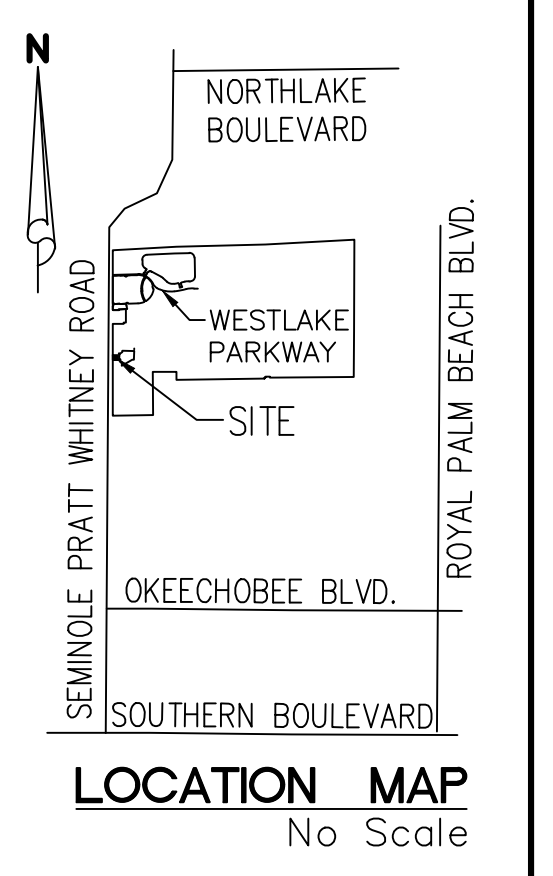
TO REACH THE STATION FROM THE INTERSECTION OF SEMINOLE PRATT WHITNEY ROAD AND ORANGE BOULEVARD (EAST), GO SOUTH ON SEMINOLE PRATT WHITNEY ROAD FOR 1.4 MILE TO THE M-CANAL AND 60TH STREET NORTH. THE STATION IS LOCATED IN THE SOUTHWEST WINGWALL OF THE CONCRETE BRIDGE OVER THE M-CANAL, 6.6 FEET SOUTH OF THE SOUTHWEST END OF THE WEST HANDRAIL, 66 FEET NORTH OF THE CENTERLINE OF 60TH STREET, 46.2 FEET WEST OF THE CENTERLINE OF THE 2 LANE SEMINOLE PRATT WHITNEY ROAD. THE STATION IS A P.B.C. BRASS DISK STAMPED 'AMANDA'.

NOTE: ELEVATIONS SHOWN HEREON ARE IN FEET AND REFER TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88)  
NOTE: CONVERSION FROM NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88) TO NATIONAL GEODETIC VERTICAL DATUM OF 1929 (NGVD29) = +1.47 FEET.

**CERTIFICATION TO:**

THIS IS TO CERTIFY TO VERDAD REAL ESTATE, INC., A TEXAS CORPORATION; OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY; AND MINTO PBLH, LLC, THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 6(a), 6(b), 7 (a), 7(b)(1), 7(c), 8, 9, 10, 11, 13, 14, 16, 17, 18, 19 AND 20 OF TABLE A THEREOF. THE FIELDWORK WAS COMPLETED ON JULY 26, 2018. DATE OF PLAT OR MAP: JANUARY 30, 2019.

LUIS J. ORTIZ  
FLORIDA PROFESSIONAL SURVEYOR AND MAPPER # LS7006



**LEGEND**

- |  |                                      |
|--|--------------------------------------|
| O.R./O.R.B. ----- Official Record Book | BFP ----- Back Flow Preventer        |
| PG.(s) ----- Page                      | PC ----- Point of Curvature          |
| P.O.C. ----- Point of Commencement     | PT ----- Point of Tangency           |
| P.O.B. ----- Point of Beginning        | W ----- Water Meter                  |
| SIR ● ----- Set 1/2" Iron Rod LB7768   | U ----- Abandoned Utility Pole       |
| FIR ----- Found Iron Rod               | B ----- Bollard                      |
| R/W ----- Right-of-Way                 | R ----- Radius                       |
| LB ----- Licensed Business             | L ----- Length                       |
| A/C ----- Air Conditioner              | D ----- Delta                        |
| Ø ----- Utility Pole                   | THH ----- Telephone Handhole         |
| GA ----- Guy Anchor                    | FP&L ----- Florida Power & Light Co. |
| FD ----- Fire Hydrant                  | OU ----- Overhead Utility Lines      |
| CONC. ----- Concrete                   | TO ----- Top of Bank                 |
| TYP ----- Typical                      | TF ----- Toe of Bank                 |
| FM ----- Force Main                    | CL ----- Chain Link Fence            |
| DIP ----- Ductile Iron Pipe            | WF ----- Wood Fence                  |
| SM ----- Sanitary Manhole              | EF ----- Edge of Water               |

**4001 Seminole Pratt Whitney Road, Westlake, FL 33470  
GAS STATION - ALTA/NSPS SURVEY**

REVISIONS			Prepared For: MINTO COMMUNITIES
No.	Date	Description	Last Date of Field Survey: 7/26/18
1	01/17/19	Review Boundary	LJO
2	01/30/19	Revise per comments	LJO
3	02/13/19	Add Topo points	LJO



4152 W. Blue Heron Blvd. Phone: (561) 444-2720  
Suite 105 www.geopointsurvey.com  
Riviera Beach, FL 33404 Licensed Business Number LB 7768

Drawn: SWM Date: 08/10/17 Data File: MINTO WEST NAVD88 10-10-18  
Check: GAR P.C.: DC-7 Field Book: 2017-26W/75  
Section: 12 - T 43 S - R 40 E Job #: Packing Plant-BS

PLOTTED BY: LUIS ORTIZ ON: 11/12/2017 11:21 AM LAST SAVED BY: LUIS ORTIZ ON: 11/12/2017 11:23 AM



**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:** 3/21/2019
  2. **PETITION NUMBER:** ENG-2019-08
  3. **DESCRIPTION:** Cresswind (Pod P) Plat Amendment  
**APPLICANT:** Cotleur-Hearing  
**OWNER:** Minto PBLH, LLC  
**REQUEST:** Plat Amendment Review  
**LOCATION:** Westlake, Florida
  4. **STAFF REVIEW:** **APPROVAL LETTER**

The Engineering Department has approved the plans.

---

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 "S. Dombrowski".

Suzanne Dombrowski, P.E.  
Chen Moore and Associates  
Tel: 561.746.6900 x 1035  
Email: [sdombrowski@chenmoore.com](mailto:sdombrowski@chenmoore.com)

## **Ninth Order of Business**

July 8, 2019

**RESOLUTION 2019-15**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, APPROVING THE SITE PLAN FOR 7-ELEVEN, A GAS STATION, CAR WASH AND CONVENIENCE STORE, LOCATED 4670 SEMINOLE PRATT WHITNEY ROAD, IN THE CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, PROVIDING FOR IMPLEMENTATION; AND PROVIDING AN EFFECTIVE DATE.**

---

**WHEREAS**, the City’s Interim Land Development Regulations provides procedures for the review and adoption of site plans by the City Council; and

**WHEREAS**, the developer Minto PBLH, LLC, submitted an application for site plan review and approval for 7-Eleven, a gas station, car wash and convenience store, located at 4670 Seminole Pratt Whitney Road, Westlake, Florida, 33470, containing approximately 1.89 acres, legally described in the attached Exhibit “A”, (“Gas Station”); and

**WHEREAS**, staff has reviewed and recommends approval of the proposed site plan provided in the attached Exhibit “B”, (site plan); and

**WHEREAS**, the site plan is consistent with the previously approved conceptual site plan and all the requirements of the Unified Land Development Regulations; and

**WHEREAS**, pursuant to law, notice has been given by publication in a paper of general circulation in Palm Beach County, notifying the public of this proposed resolution and of the public hearing; and

**WHEREAS**, the City Council for the City of Westlake finds that the adoption an implementation of this resolution is in the best interest and welfare of the residents of the City of Westlake.

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

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

**Section 2: Approval of Site Plan:** The City Council for the City of Westlake hereby approves the 7-Eleven, a gas station, car wash and convenience store containing approximately 1.89 acres, located at 4670 Seminole Pratt Whitney Road, Westlake, Florida, 33470, as described

in the attached Exhibit "A", which is located in the City of Westlake, and in Palm Beach County, Florida. The site plan approval is subject to the applicant meeting all of the conditions set forth in the development approval, as attached hereto as Exhibit "C", which is incorporated herein and made a part hereof.

**Section 3. Implementation:** The City Manager and the City Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of the Resolution.

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

**PASSED AND APPROVED** by City Council for the City of Westlake, on this 8th day of July, 2019.

---

City of Westlake  
Roger Manning, Mayor

---

Sandra Demarco, City Clerk

---

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

**Exhibit 'A'**  
**Legal Description**  
**7-Eleven - a gas station, car wash and convenience store**

**Description:**

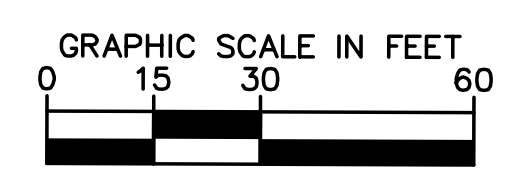
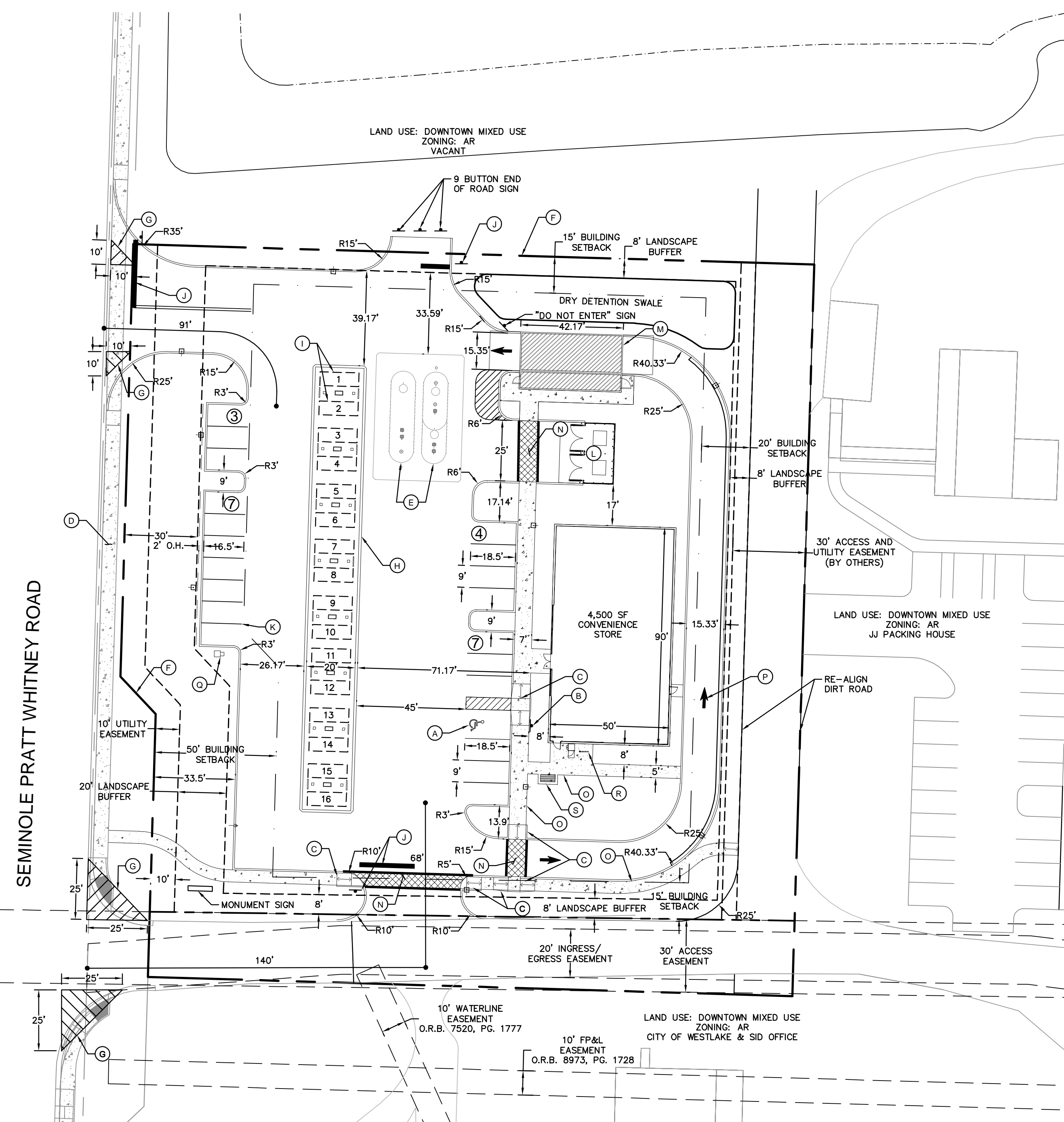
A PARCEL OF LAND LYING IN SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, PALM BEACH COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST; THENCE S.88°15'23"E. ALONG THE SOUTH LINE OF SAID SECTION 12, A DISTANCE OF 1763.62 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD AS RECORDED IN OFFICIAL RECORD BOOK 1544, PAGE 378 AND ROAD PLAT BOOK 4, PAGE 34, BOTH OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N.01°42'52"E. ALONG SAID EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD, A DISTANCE OF 3281.45 FEET TO THE SOUTHERNMOST POINT OF PARCEL 102, AN ADDITIONAL PUBLIC RIGHT-OF-WAY, AS RECORDED IN OFFICIAL RECORD BOOK 28479, PAGE 822, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N.46°42'53"E., ALONG THE EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY, A DISTANCE OF 35.36 FEET; THENCE N.01°42'52"E., ALONG SAID EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY, A DISTANCE OF 53.27 FEET TO THE POINT OF BEGINNING; THENCE ALONG SAID EAST RIGHT-OF-WAY LINE OF THE ADDITIONAL PUBLIC RIGHT-OF-WAY FOR THE FOLLOWING THREE COURSES; (1) N.01°42'52"E., A DISTANCE OF 108.09 FEET; (2) N.43°17'08"W., A DISTANCE OF 21.21 FEET; (3) N.01°42'52"E., A DISTANCE OF 177.05 FEET; THENCE S.88°17'08"E., A DISTANCE OF 280.00 FEET; THENCE 5.01'42'52"W., A DISTANCE OF 300.14 FEET; THENCE N.88°17'08"W., A DISTANCE OF 265.00 FEET TO THE POINT OF BEGINNING.

CONTAINING: 82,305 SQUARE FEET OR 1.890 ACRES, MORE OR LESS.

XREF: xref-borders-14766000 - XREF: xref-14766000 - XREF: xref-14766000 - XREF: xref-14766000  
 PLOTTED BY: NEEKS, LIZ 1/18/2019 10:23 AM  
 LAST SAVED: 1/18/2019 10:23 AM  
 PLOTTED BY: NEEKS, LIZ 1/18/2019 10:23 AM  
 THIS DOCUMENT, TOGETHER WITH THE CONCEPTS AND DESIGNS PRESENTED HEREIN, IS AN INSTRUMENT OF SERVICE, IS INTENDED ONLY FOR THE SPECIFIC PURPOSE AND CLIENT FOR WHICH IT WAS PREPARED. REUSE OF AND IMPROPER RELIANCE ON THIS DOCUMENT WITHOUT WRITTEN AUTHORIZATION AND ADAPTATION BY KIMLEY-HORN AND ASSOCIATES, INC. SHALL BE WITHOUT LIABILITY TO KIMLEY-HORN AND ASSOCIATES, INC.

# EXHIBIT "B"



- LEGEND**
- (A) ACCESSIBLE PARKING SPACE
  - (B) ACCESSIBLE PARKING AND PENALTY SIGN (TYP. OF 2 BY DEVELOPER)
  - (C) ADA CURB RAMP
  - (D) EXISTING 6' SIDEWALK
  - (E) IN GROUND FUEL STORAGE TANKS
  - (F) PROPERTY LINE
  - (G) SIGHT TRIANGLE
  - (H) PUMP STATION CANOPY
  - (I) FUELING POSITION (TYP. OF 16)
  - (J) STOP SIGN AND STOP BAR
  - (K) 6' PARKING STRIPE (TYP.)
  - (L) DUMPSTER ENCLOSURE
  - (M) CAR WASH
  - (N) DECORATIVE CROSSWALK
  - (O) PROPOSED CONCRETE SIDEWALK (WIDTH SHOWN ON PLAN)
  - (P) PAVEMENT MARKING (DIRECTIONAL ARROW TYP.)
  - (Q) VACUUM / AIR PUMP
  - (R) BICYCLE RACK
  - (S) BENCH

**SITE DATA**

ADDRESS: 4001 SEMINOLE PRATT WHITNEY ROAD, WESTLAKE, FL 33470

NAME OF APPLICATION: 7-ELEVEN WESTLAKE, FL  
 APPLICATION NUMBER: 14766000  
 PROJECT NUMBER: 14766000  
 LAST BCC APPROVAL DATE: 1/18/2019  
 RESOLUTION NUMBERS: 14766000  
 TIER: 1

FUTURE LAND USE DESIGNATION: DOWNTOWN MIXED USE  
 EXISTING ZONING DISTRICT: AR  
 SECTION / TOWNSHIP / RANGE: SECTION 12, TOWNSHIP 43S, RANGE 40E  
 SITE AREA: 82,512 SF 1.89 AC

TOTAL SITE AREA: 82,512 SF  
 BUILDING AREA: 5,511 SF 6.7%  
 IMPERVIOUS AREA: 5,611 HSF 6.8%  
 PERVIOUS AREA: 22,523 SF 27.4%

**PARKING SUMMARY**

PARKING CALCULATION: 1 SPACE PER 250 SF = 18 SPACES REQUIRED  
 PROVIDED: 18 SPACES

	REQUIRED	PROVIDED
STANDARD	20	18
ACCESSIBLE PER ADA	1	1
<b>TOTAL PARKING</b>	<b>21</b>	<b>18</b>

SETBACKS	REQUIRED	PROVIDED
FRONT:	50'	48'6"
REAR:	20'	18'3"
SIDE:	15'	18'1"

\*WESTLAKE IS A LIMITED URBAN SERVICES AREA (LUSA) THEREFORE SHALL BE REVIEWED IN ACCORDANCE WITH THE REQUIREMENTS OF THE URBAN SUBURBAN TIER CRITERIA.

**DATUM**

BEARINGS SHOWN HEREON AREA BASE ON THE SOUTH BOUNDARY OF SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, HAVING A GRID BEARING OF S.88°15'23"E. THE GRID BEARINGS, AS SHOWN HEREON, REFER TO THE STATE PLANE COORDINATE SYSTEM, NORTH AMERICA DATUM OF 1983 (NAD 83-07) FOR THE EAST ZONE OF FLORIDA. SAID BASIS OF BEARING IS THE SAME IN THE NORTH AMERICAN DATUM OF 1983 (NAD 83-90).

**FLOOD ZONE**

THE SUBJECT PROPERTY LIES IN FLOOD ZONE "X" AND "AE", ACCORDING TO FLOOD INSURANCE RATE MAP, COMMUNITY-PANEL NUMBER 12099C 0531 F, PALM BEACH COUNTY, FLORIDA, DATED OCTOBER 05, 2017, AND ISSUED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

## PROJECT TEAM

**PROPERTY OWNER**  
 MINTO PBLH LLC  
 440 W SAMPLE ROAD, SUITE 200  
 POMPANO BEACH, FLORIDA 33073-3473

**SURVEYOR**  
 LUIS ORTIZ  
 GEOPPOINT SURVEYING, INC.  
 4152 WEST BLUE HERON BLVD., SUITE 105  
 RIVIERA BEACH, FL 33404  
 (561)444-2720  
 LUISO@GEOPOINTSURVEY.COM

**CIVIL ENGINEER**  
 KEVIN M. ROBERSON, P.E.  
 KIMLEY-HORN AND ASSOCIATES, INC.  
 445 24TH STREET, SUITE 200  
 VERO BEACH, FL 32960  
 (772) 794-4100  
 KEVIN.ROBERSON@KIMLEY-HORN.COM

**ENVIRONMENTAL CONSULTANT**  
 GFA INTERNATIONAL  
 1215 WALLACE DRIVE  
 DELRAY BEACH, FLORIDA 33444  
 (561)347-0070

**LANDSCAPE**  
 DON HEARING  
 COTLEUR & HEARING  
 1934 COMMERCE LANE, SUITE 1  
 JUPITER, FLORIDA 33458  
 (561)747-6336

Agenda Page 80

NO. DATE BY

© 2018 KIMLEY-HORN AND ASSOCIATES, INC.  
 445 24TH STREET, SUITE 200, VERO BEACH, FL 32960  
 PHONE: 772-794-4100  
 WWW.KIMLEY-HORN.COM

LICENSED PROFESSIONAL

KEVIN M. ROBERSON, P.E.  
 FLORIDA LICENSE NUMBER 52074

### SITE PLAN

KHA PROJECT 14766000

DATE 1/18/2019

SCALE AS SHOWN

DESIGNED BY ESM

DRAWN BY ESM

CHECKED BY KMR

7-ELEVEN WESTLAKE  
 PREPARED FOR  
 VERTICAL CONSTRUCTION

FLORIDA  
 PALM BEACH COUNTY

SHEET NUMBER  
**C-300**



## **Tenth Order of Business**



**City of Westlake**

**Planning and Zoning Department – Staff Report**

City Council Meeting- 7-8-19

**PETITION DESCRIPTION**

**PETITION NUMBER:** SPEC-2017-03 Florida Public Utilities (FPU) Temporary Gas Facility (Pod F) – TIME EXTENSION

**APPLICANT:** Florida Public Utilities

**OWNER:** Minto PBLH, LLC

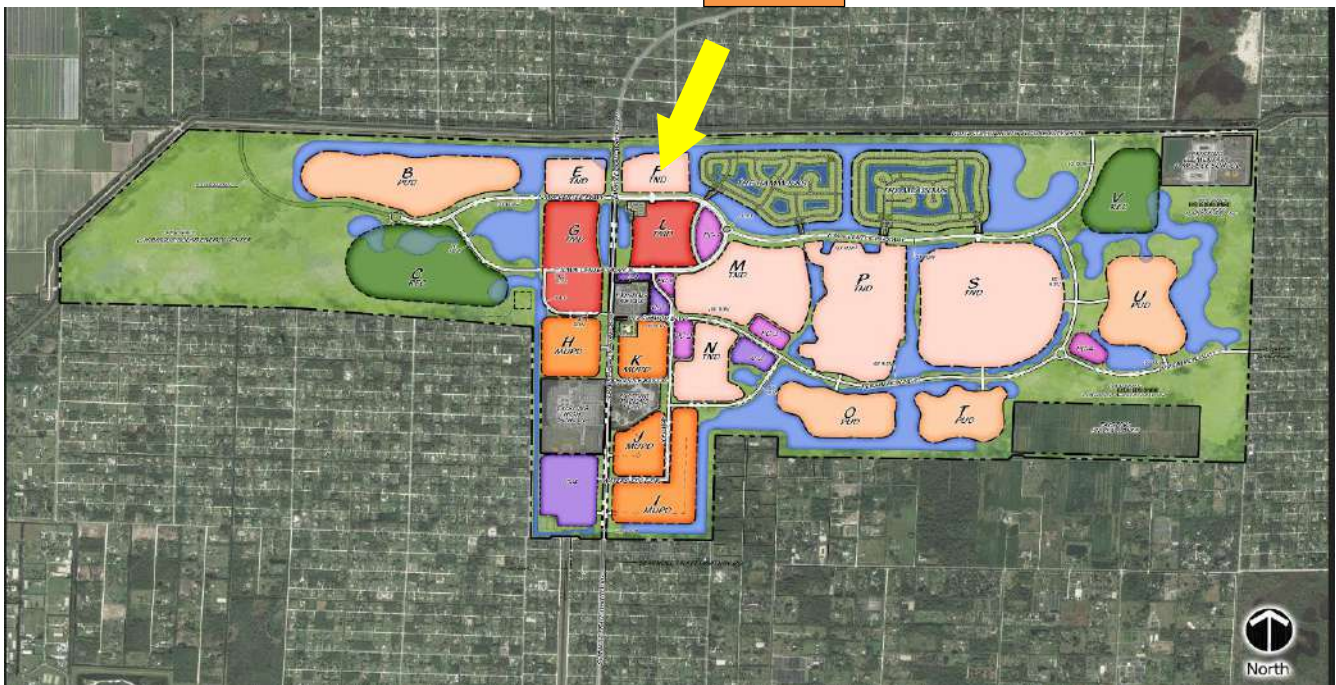
**REQUEST:** The Applicant is requesting approval of a **third time extension** for a special permit application of a temporary gas utility use within Pod F of Westlake TTD. The applicant is requesting a six (6) month extension (to January 31, 2020).

**LOCATION:** City of Westlake, Pod F / FPU Temporary Gas Facility

**PARCEL NUMBER:** 77-40-43-01-00-000-1010

**LOCATION MAP**

**POD F**



**PETITION FACTS - Temporary Gas Facility-THIRD TIME EXTENSION**

- a. Total Gross Site Area: 32.22 acres
- b. Total Affected Area: 0.126 acres
- c. Land Use and Zoning
  - Existing Land Use: Vacant / Agricultural / Utility
  - Land Use: R2. City's adopted Future Land Use Map, March 12, 2018.
  - Zoning: TTD / AGE

**BACKGROUND AND ANALYSIS**

On December 19, 2017 Florida Public Utility (FPU) requested an approval of a special permit application to allow a temporary gas utility use within Pod F of Westlake TTD. The temporary facility includes two (2) gas tanks, perimeter fencing, and a screening fence. Please see attached Site Plan. The facility is located within the future Pod F, which is located on the north side of Town Center Parkway. Vehicular access is from Town Center Parkway.

The interim City Code, ULDC Article 2.D.2 sets forth the purpose of the special permit, which is to create standards and an approval process for certain uses and structures, which are generally temporary in nature. The proposed temporary gas utility is needed to provide gas service for the homes within the Hammocks and Meadows community.

Approvals for the temporary gas utility include the following:

1. On January 11, 2018, the first application (SPEC-2017-03) was approved for six (6) months with one three (3) month time extension (see attached approval letter).
2. On July 11, 2018 the applicant was granted a Time Extension for an additional three (3) months (see attached approval letter).
3. On October 29, 2018 the applicant was granted a second Time Extension for an additional nine (9) months that expires on July 31, 2019.

**The current application is requesting a Third Time Extension. The applicant is requesting a six (6) months extension to January 31, 2020.** Per the applicant statement, the redesign of the gas transmission line has caused the delay in providing a permanent gas supply to the City of Westlake. The applicant is continuing to work with Florida Power & Light (FP&L) on the approval to install the gas transmission line within the FP&L easement, see attached transmission line proposed location.

This application will be heard by the City Council based on Article 5.B.1.B (2) ( c) Duration *"the Special Permit shall be valid for up to a period of six months from the date of issuance, with one three month extension by the Zoning Director. The BCC may extend the timeframe through an Administrative Inquiry by the Zoning Director"*.

**FINAL REMARKS**

Florida Public Utility (FPU) is in the process of installing the permanent gas lines within the City. Per the applicant, the installation is anticipated to be completed by January 31, 2020. Once the permanent lines are installed, the temporary gas utility will be removed from the property.



**ADMINISTRATIVE REVIEW GENERAL APPLICATION**

Check (✓) type of application:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Zoning Review  | <input type="checkbox"/> Agency Review          | <input checked="" type="checkbox"/> Special Permit; Event Date: <u>Thru 1/31/20</u> |
| <input type="checkbox"/> Type IA Variance   | <input type="checkbox"/> Type IB Variance       | <input type="checkbox"/> Concurrency Determination                                  |
| <input type="checkbox"/> Potentially Buildable Lot  | <input type="checkbox"/> Legal Lot of Record    | <input type="checkbox"/> Concurrency Equivalency                                    |
| <input type="checkbox"/> Reasonable Accommodation   | <input type="checkbox"/> Unity of Title Release | <input type="checkbox"/> Concurrency Administrative Exemption                       |
| <input type="checkbox"/> Congregate Living Facility (CLF) Type I & Type II (RM District only) |   |   |

In the box below, please provide a brief description of the Zoning Administration Review / Request:

Temporary gas utility use to provide gas service within the Westlake community. Florida Public Utilities is in the process of installing a permanent pipeline feed to the City. Once the permanent lines are installed, the temporary gas utility will be removed from the property. Temporary facility will include two gas trucks, perimeter fencing, and fence screening.

**I. PROPERTY LOCATION**

- A. Control No. 77-40-43-01-00-000-1010 Control Name: MINTO PBLH, LLC  
 Application Name: N/A
- B. Property Control Number (PCN): List additional PCN(s) on separate sheet and attach to application.  
 PCN: 77-40-43-01-00-000-1010
- C. Section/Township/Range: 01/43/40 Gross Acreage of Subject Property: 358.5 Gross Acreage of Affected Area: 0.28
- D. Location of Subject Property (proximity to closest major intersection or road): Town Center Parkway North, Approx. 1,850' east of Seminole Pratt Whitney Road
- E. Address: N/A Project No: N/A
- F. Subdivision Name: N/A Plat Name: N/A
- G. Water/Sewer Provider: PBCWUD Drainage District: Seminole Improvement District
- H. Is Subject Property located in an Overlay District or Zone? If yes, provide the District or Zone: Seminole Improvement District
- I. What is the Use/Type of Development Temporary Gas Utility Square Footage/Number of Units N/A

**II. FUTURE LAND USE (FLU) AND ZONING**

- A. Current Zoning District: TND Future Land Use Designation: TND
- B. Existing Use(s) on Subject Property: None - Not yet Developed Proposed Use(s): Temporary Gas Utility

**III. PLAT INFORMATION FOR AGENCY REVIEW ONLY**

- A. Has Subject Property been platted?  Yes  No If Yes, OR Book & Page Number: \_\_\_\_\_
- B. Will existing plat be affected by request?  Yes  No If Yes, explain in Justification Statement

**IV. APPLICANT INFORMATION**

Applicant's Name: Florida Public Utilities Company

Address: 1635 Meathe Drive City West Palm Beach State FL Zip 33411

Phone: 561-366-1635 Fax: 561-838-1826 Email: dbutcher@chpk.com

---

Current Property Owner(s): John Carter

Address: 4400 W Sample Rd, Suite 200 City Coconut Creek State FL Zip 33073

Phone: 954-973-4490 Fax: 954-978-5330 Email: jcarter@mintofla.com

Check (X) here if applicant is a contract purchaser. Consent is required from the contract purchaser if a contract is pending to purchase the subject property. HOA or POA consent will be required if subject property is under common ownership or request is to modify any aspect of the project which applies to the entire development (i.e. condition of approval, internal roadway, etc.).

---

Agent\*: Andy Lawton, PE Name of Firm: Pond & Company

Address: 3500 Parkway Ln, Suite 500 City Peachtree Corners State GA Zip 30092

Phone: 256-227-4342 Fax: 678-336-7744 Email: lawtona@pondco.com

\*All correspondence will be sent to agent unless otherwise specified.

<Ken.Cassel@Inframark.com>; SteveY-Inframark <Steve.Yohe@Inframark.com>  
**Subject:** RE: Extension for Tanks

Pam,

Florida Public Utilities is continuing to work with Florida Power & Light on the approval to install the gas transmission line within the FPL easement. Once we have FPL's approval, we will follow up with SID and Westlake. The request of FPU to re-design the gas transmission line to the west side of the canal has caused the delay in providing a permanent gas supply to the City of Westlake. Installation of the permanent gas supply can move quickly once all approvals are obtained.

Thank you,

**Doug Moreland**

Manager, Gas Operations

**Florida Public Utilities**

1635 Meathe Drive

West Palm Beach, FL 33411

Phone: 561.838.1827

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

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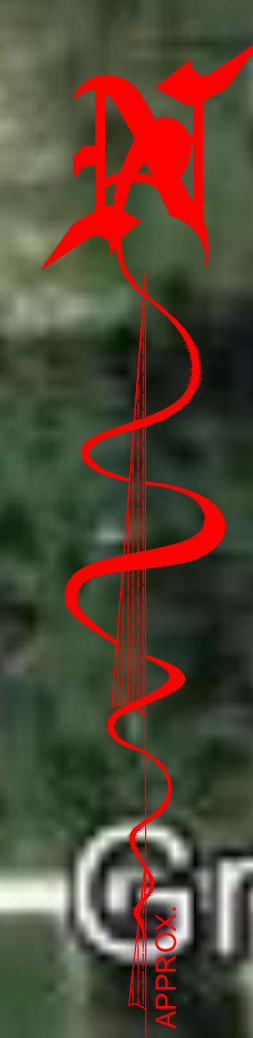
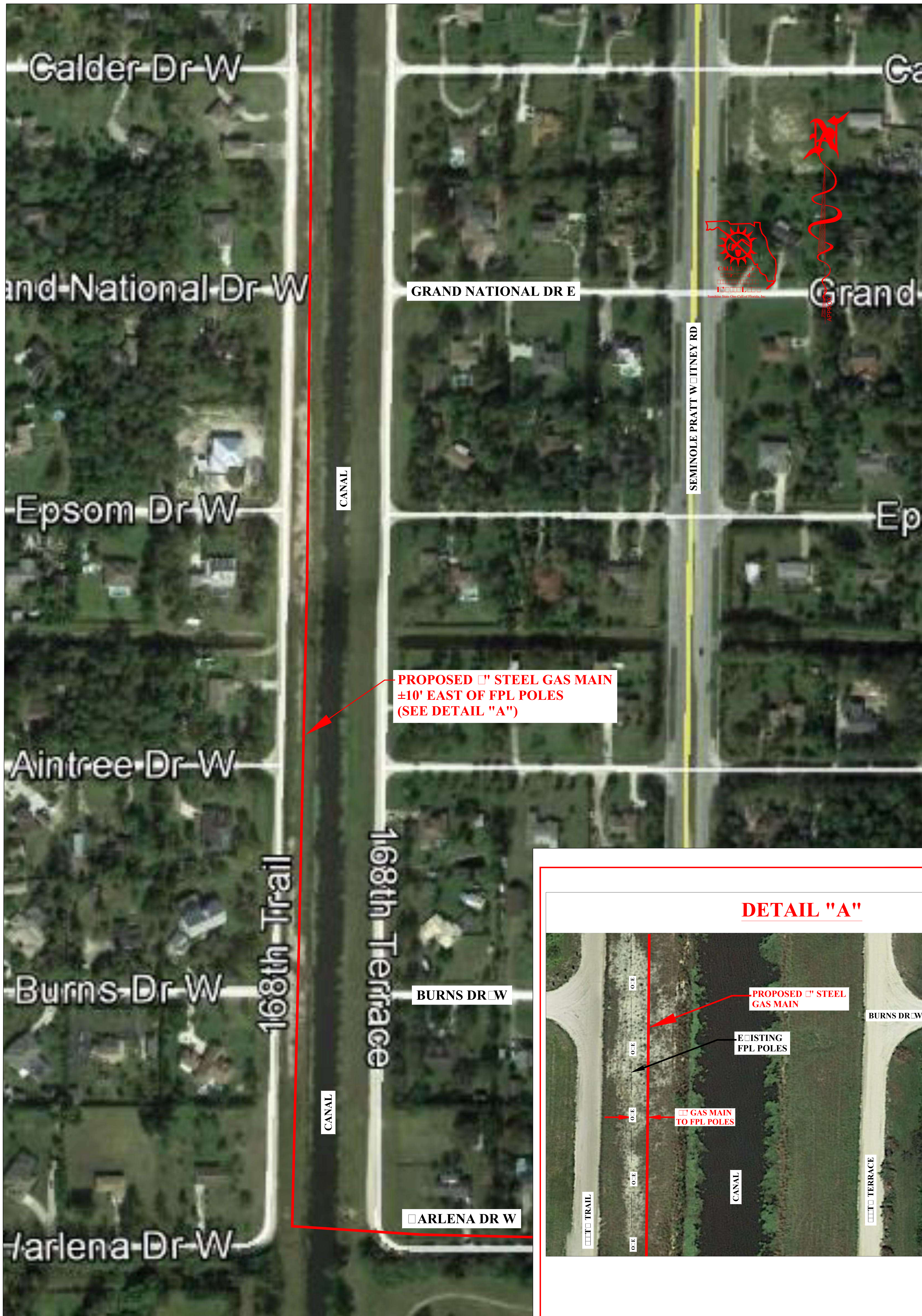
**From:** Pam Booker [<mailto:PBooker@westlakegov.com>]

**Sent:** Monday, May 06, 2019 12:10 PM

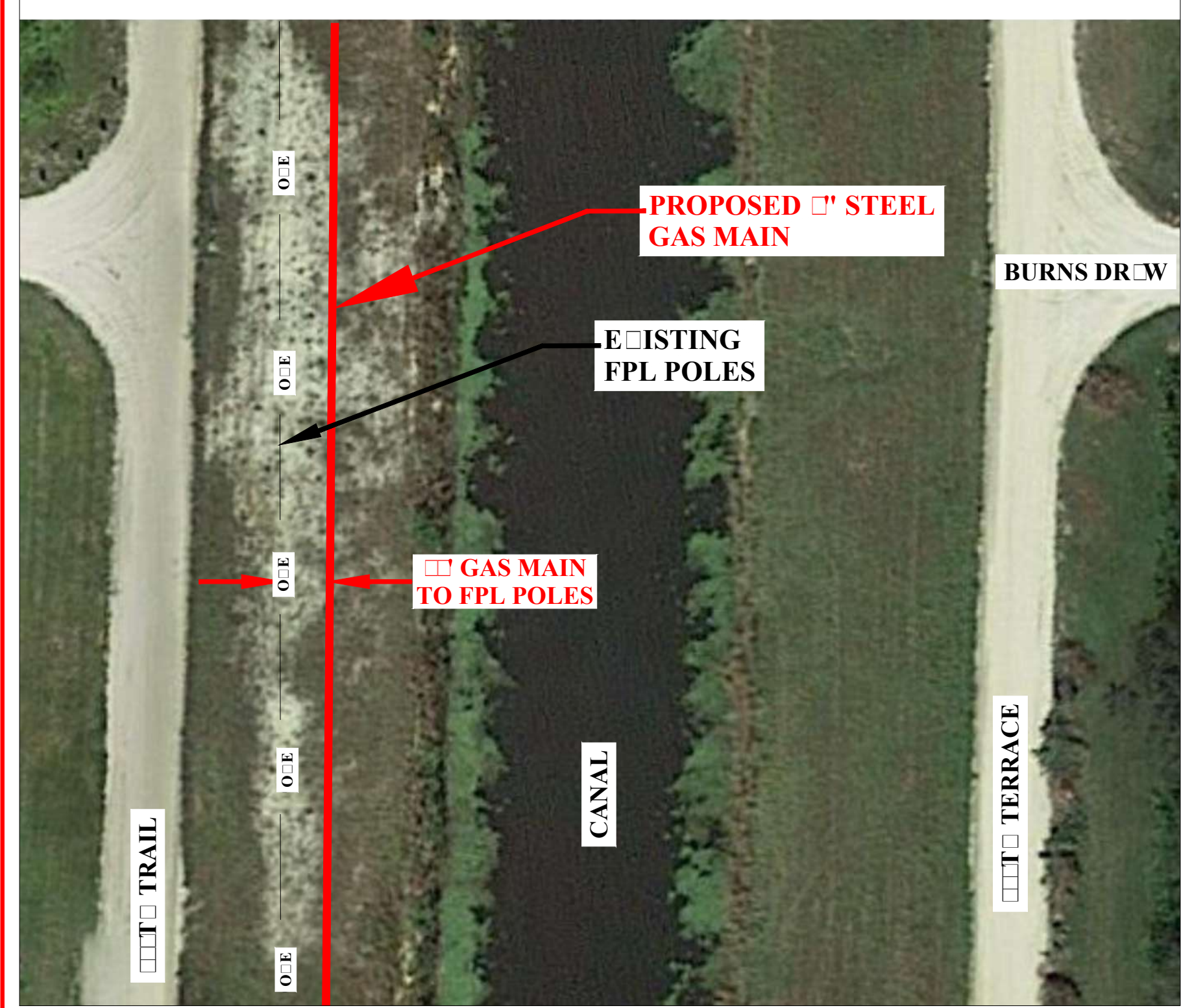
**To:** Moreland, Doug <[Doug\\_Moreland@chpk.com](mailto:Doug_Moreland@chpk.com)>; Ken-Inframark <[Ken.Cassel@Inframark.com](mailto:Ken.Cassel@Inframark.com)>; SteveY-Inframark <[Steve.Yohe@Inframark.com](mailto:Steve.Yohe@Inframark.com)>

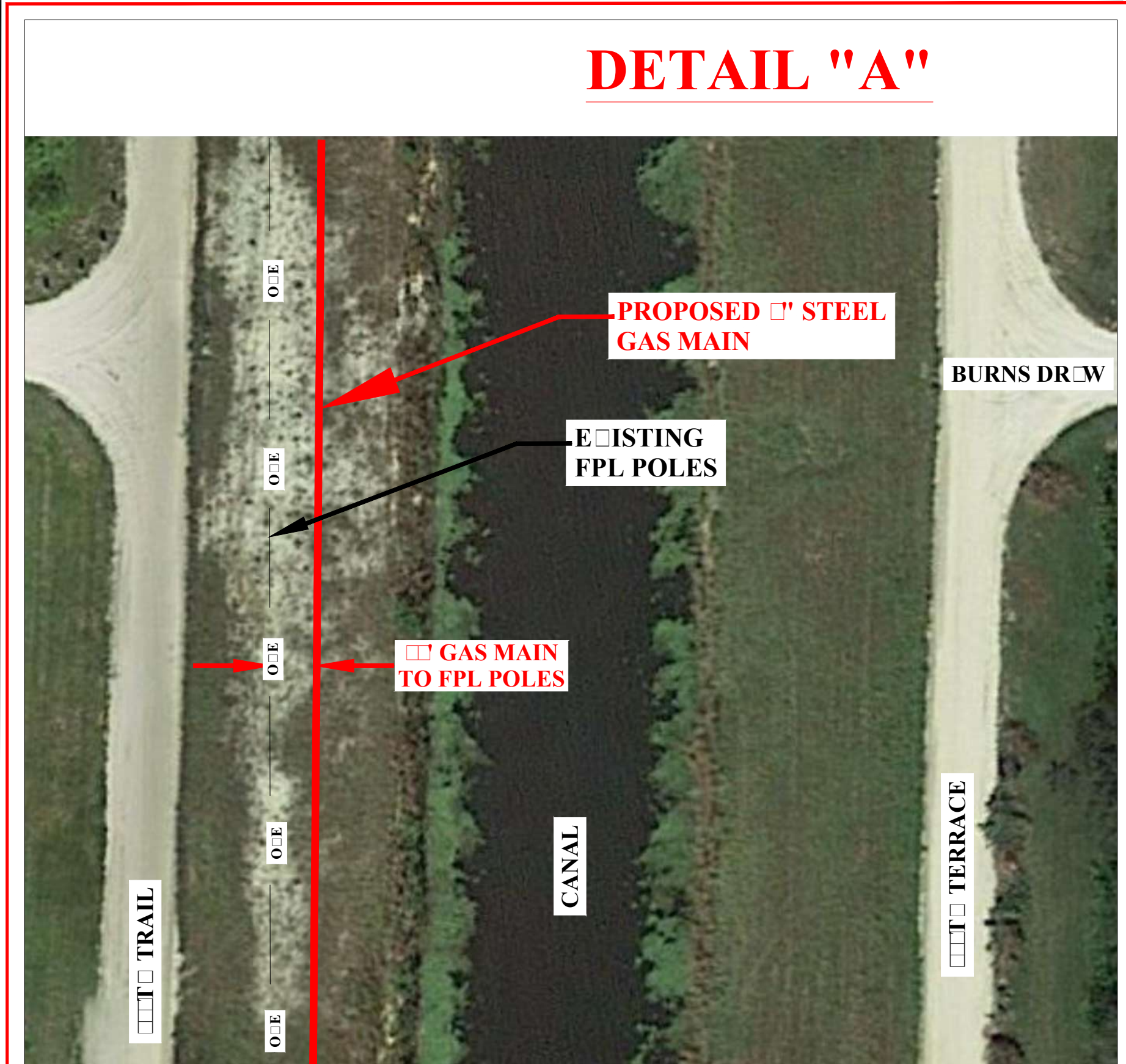
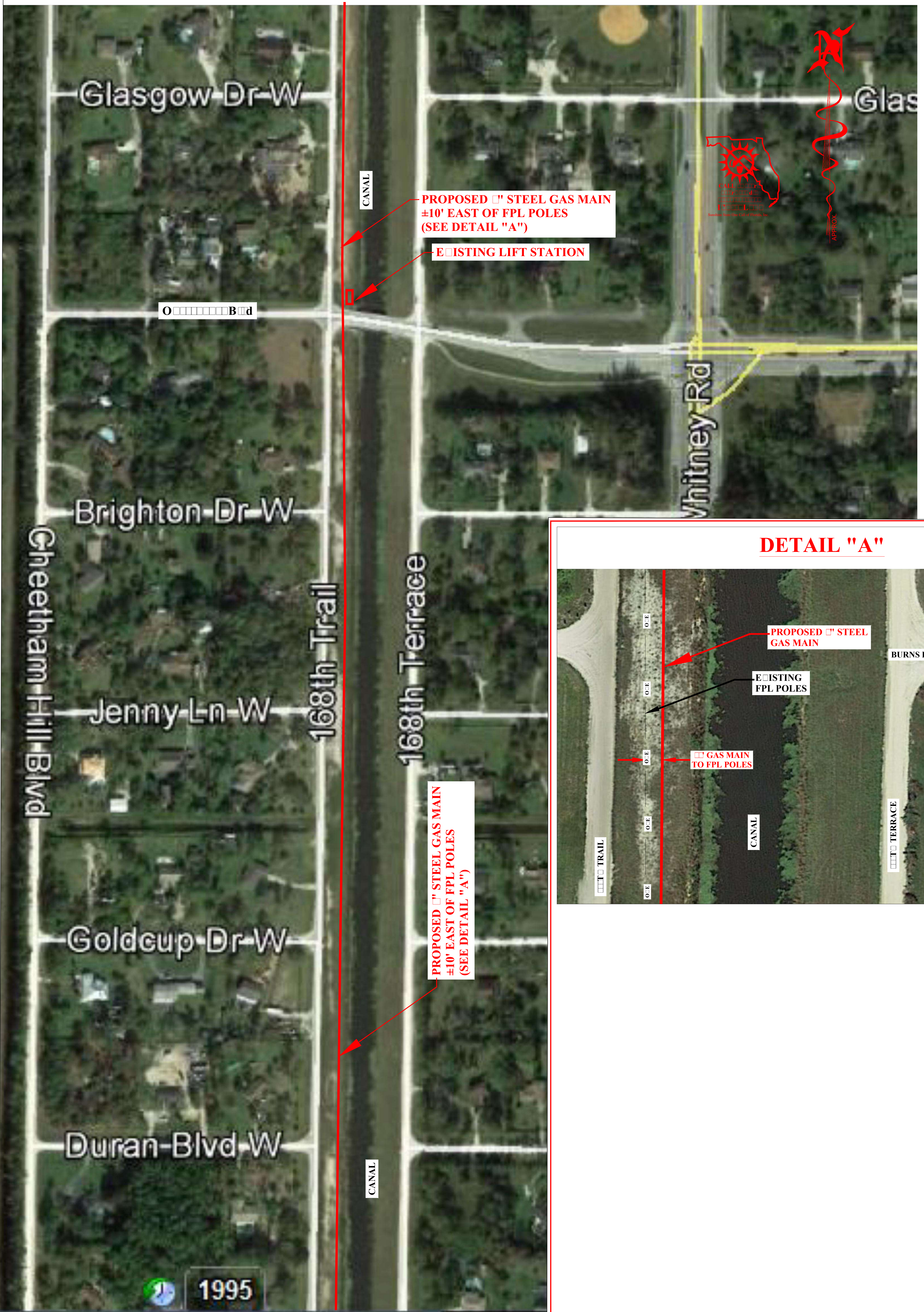
**Subject:** RE: Extension for Tanks

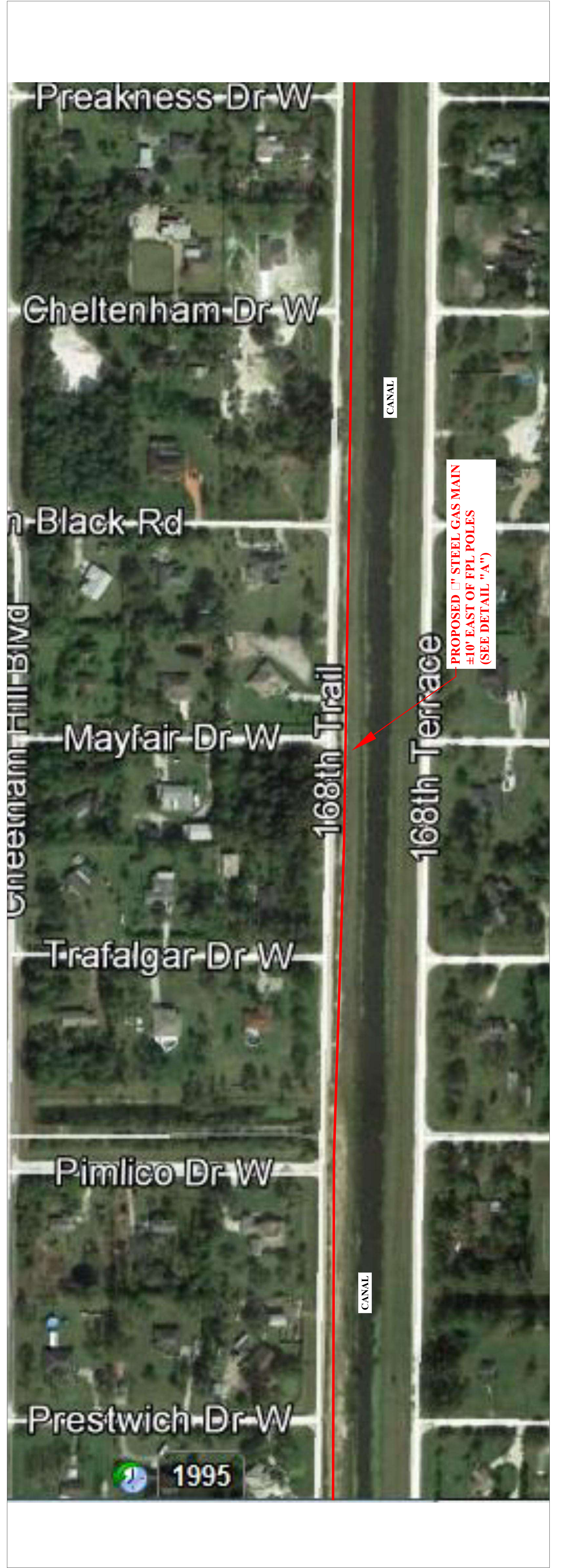
# MATC LINE REF SHEET OF



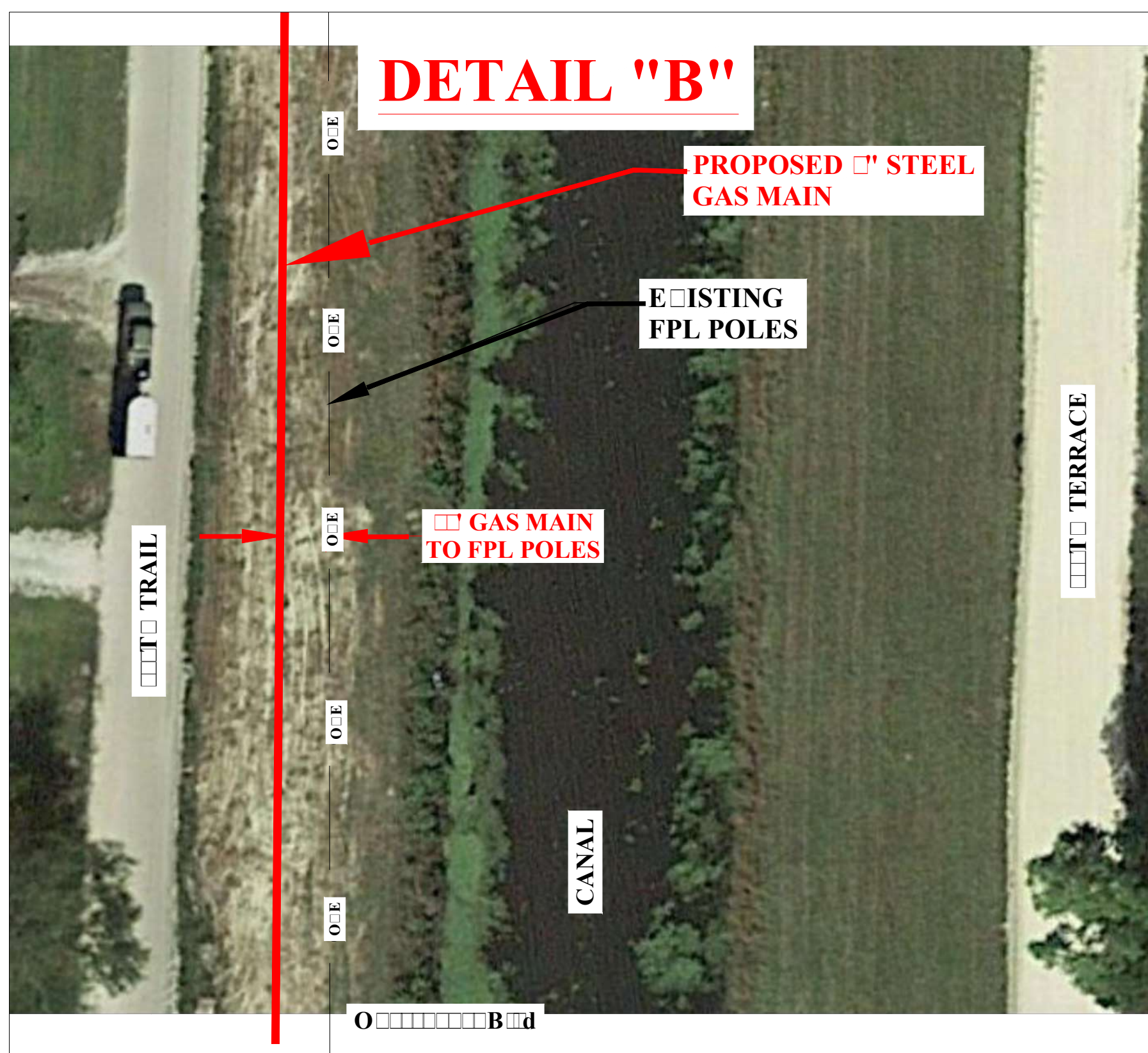
## DETAIL "A"









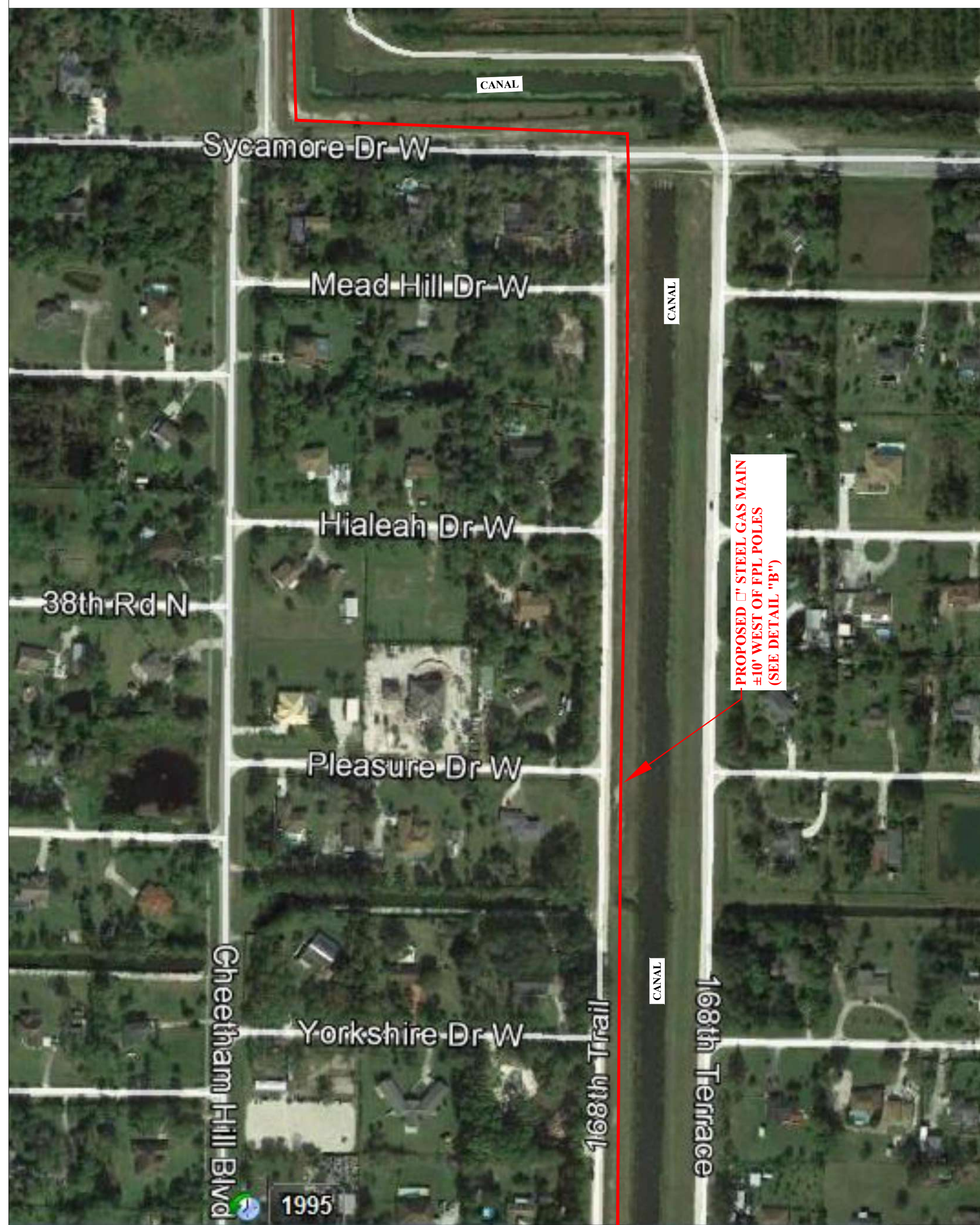


**APPROVED**

*[Handwritten signature]*



Applies to pipeline segment located north of Sycamore Drive on property owned by Minto PBLH, LLC December 14, 2018

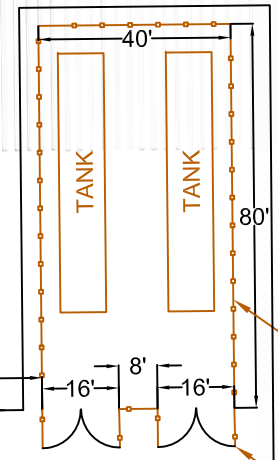






F  
TND  
(NOT PLATTED)  
(NOT INCLUDED)

F  
TND  
(NOT PLATTED)  
(NOT INCLUDED)



TEMPORARY FPU NATURAL GAS TANK  
STATION 6' HT. CHAIN LINK FENCE WITH  
GREEN OPAQUE WINDSCREEN

SWING GATES

BROWN= EXISTING

GRAVEL AREA

150' FENCE TO SW

120' FENCE TO GATE

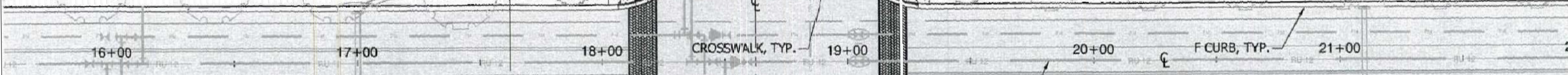
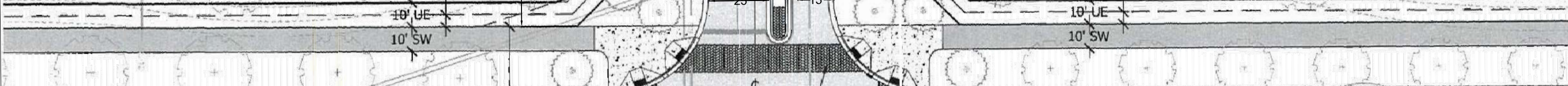
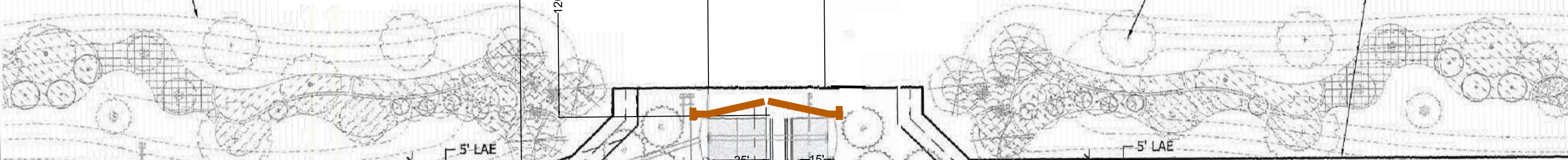
50'

55'

BERM, TYP.

TOWN CENTER PARKWAY  
LANDSCAPE. SHOWN FOR  
REFERENCE ONLY.

NORTH BOUNDARY OF TOWN  
CENTER PARKWAY NORTH  
(P.B. 123, PG. 106-118)



TOWN CENTER PARKWAY NORTH

113' ROW

CROSSWALK, TYP.

REUSE MAIN, TYP.

F CURB, TYP.



STORM SEWER  
LINE, TYP.

DE

DE

TOWN CENTER EAST PLAT  
L  
TMD

# CITY COUNCIL

## Florida Public Utilities (FPU) Time Extension SPEC-2017-03 Temp Gas Facility (Pod F)



7.8.19

# SPEC-2017-03

The Applicant is requesting approval of a **third time extension** for a special permit application of a temporary gas utility use within Pod F of Westlake TTD.

***The applicant is requesting a six (6) month extension (to January 31, 2020).***

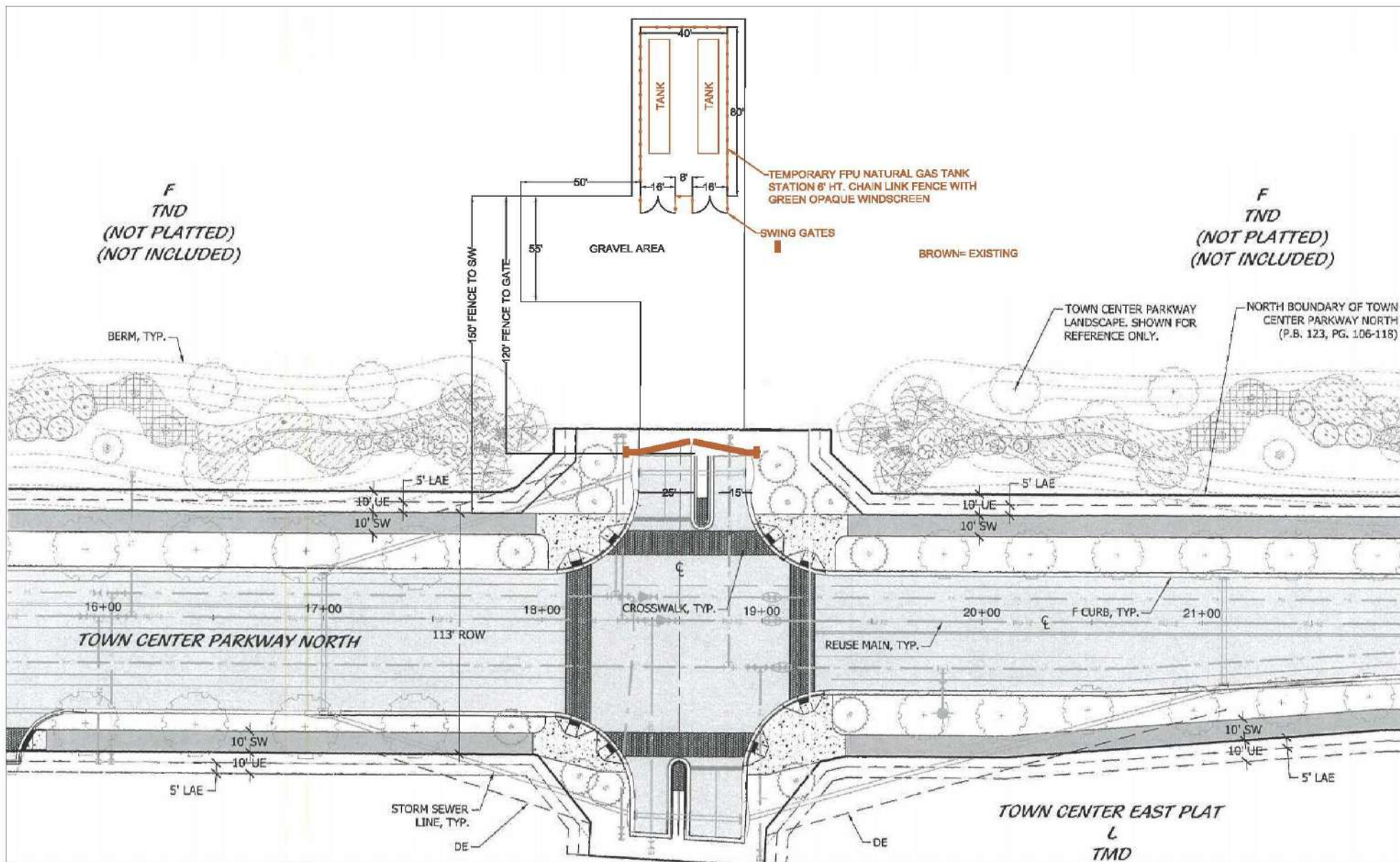
- On January 11, 2018, the first application (SPEC-2017-03) was approved for six (6) months with one three (3) month time extension (see attached approval letter).
- On July 11, 2018 the applicant was granted a Time Extension for an additional three (3) months (see attached approval letter).
- On October 29, 2018 the applicant was granted a second Time Extension for an additional nine (9) months that expires on July 31, 2019.

# SPEC-2017-03

Per the applicant statement, the redesign of the gas transmission line has caused the delay in providing a permanent gas supply to the City of Westlake. The applicant is continuing to work with Florida Power & Light (FP&L) on the approval to install the gas transmission line within the FP&L easement.

The installation is anticipated to be completed by January 31, 2020. Once the permanent lines are installed, the temporary gas utility will be removed from the property.

# A site plan of the current CNG tankers





## **Eleventh Order of Business**

**11A.**

**City of Westlake, Florida**  
**ANNUAL FINANCIAL REPORT**

**September 30, 2018**

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# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

## REPORT OF INDEPENDENT AUDITORS

To the Honorable Mayor and Members of the City Council  
City of Westlake, Florida

### Report on the Financial Statements

We have audited the accompanying financial statements of the City of Westlake, Florida (the "City") as of and for the year ended September 30, 2018, and the related notes to financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Accounting Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Fort Pierce / Stuart



To the Honorable Mayor and Members of the City Council  
City of Westlake, Florida

## Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the City of Westlake, Florida, as of September 30, 2018, and the respective changes in financial position and the budgetary comparison for the General and Special Revenue Funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated June 28, 2019 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

June 28, 2019

**City of Westlake, Florida**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**For the Year Ended September 30, 2018**

Management's discussion and analysis of the City of Westlake, Florida (the "City") financial performance provides an analysis of the City's financial activities. The analysis provides summary financial information for the City and should be read in conjunction with the City's financial statements.

### **OVERVIEW OF THE FINANCIAL STATEMENTS**

The City's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the City's financial position and results of operations. The *Fund financial statements* present financial information for the City's major funds. The *Notes to financial statements* provide additional information concerning the City's finances.

The *Government-wide financial statements* include the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the City, with the difference between assets and liabilities reported as net position. Net position is reported in one category; 1) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the City and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the City. To assist in understanding the City's operations, expenses have been reported as governmental activities. Governmental activities funded by the City include general government.

*Fund financial statements* present financial information for governmental funds. These statements provide financial information for the major funds of the City. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**City of Westlake, Florida**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**For the Year Ended September 30, 2018**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

*Fund financial statements* include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the City's General and Special Revenue Funds. *Fund financial statements* provide more detailed information about the City's activities. Individual funds are established by the City to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* are designed to provide the reader with a broad overview of the City's finances, in a manner similar to a private sector business. In the government-wide **statement of net position**, the governmental activities column is presented on a consolidated basis and is reported on a full-accrual economic resource basis, which recognizes all noncurrent assets and receivables as well as all noncurrent debt and obligations. The effect of interfund activity has been eliminated from the *government-wide financial statements*. In contrast, the governmental fund financial statements are grouped into funds to account for and to maintain control over resources that have been segregated for specific activities or objectives. The *fund financial statements* are presented using the current financial resources measurement focus and the modified accrual basis where as revenues are recorded when collected in the current year or within 60 days of year-end and expenditures are recorded when a liability is incurred. The difference between the two statements arises primarily from the long-term economic focus of the *government-wide statements* versus the current financial resources focus of the *fund financial statements*. A reconciliation of the *government-wide* and the *fund financial statement* is provided to illustrate these differences.

*Notes to financial statements* provide additional detail concerning the financial activities and financial balances of the City. Additional information about the accounting practices of the City are included in the *notes to financial statements*.

**Financial Highlights**

The following are the highlights of financial activity for the year ended September 30, 2018.

- ◆ The City's total assets exceeded total liabilities by \$1,964,016 (net position). Net investment in capital assets totaled \$976,400 and unrestricted net position was \$987,616.
- ◆ Governmental activities revenues totaled \$2,713,088 while governmental activities expenses totaled \$2,103,416.

**City of Westlake, Florida  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2018**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the City**

The following schedule provides a summary of the assets, liabilities and net position of the City and is presented by category.

	<b>Net Position</b>	
	<b>Governmental Activities</b>	
	<b>2018</b>	<b>2017</b>
Current assets	\$ 1,315,067	\$ 454,783
Capital assets	976,400	976,400
Total Assets	<u>2,291,467</u>	<u>1,431,183</u>
 Current liabilities	 <u>327,451</u>	 <u>76,839</u>
 Net position-net investment in capital assets	 976,400	 976,400
Net position-unrestricted	987,616	377,944
Total Net Position	<u><u>\$ 1,964,016</u></u>	<u><u>\$ 1,354,344</u></u>

The increase in current assets is related to the excess of revenues over expenses in the current year and the increase in current liabilities.

The increase in current liabilities is related to the increase in accounts payable and unearned revenues in the current year.



**City of Westlake, Florida  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2018**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

The following schedule provides a summary of the changes in net position of the City and is presented by category.

**Change In Net Position**

	<b>Governmental Activities</b>	
	<b>2018</b>	<b>2017</b>
Program Revenues		
Charges for services	\$ 1,190,930	\$ 238,569
Operating contributions	1,336,068	1,117,965
Capital contributions	-	976,400
General Revenues		
Taxes	182,438	-
Investment earnings	3,319	1,293
Miscellaneous revenues	333	4,016
Total Revenues	<u>2,713,088</u>	<u>2,338,243</u>
Expenses		
General government	2,067,217	1,306,764
Public safety	36,199	6,820
Total Expenses	<u>2,103,416</u>	<u>1,313,584</u>
Changes in Net Position	609,672	1,024,659
Net Position - October 1, 2017	<u>1,354,344</u>	<u>329,685</u>
Net Position - September 30, 2018	<u>\$ 1,964,016</u>	<u>\$ 1,354,344</u>

The increase in charges for services is related to the increase in building permits in the current year.

The increase in taxes is related to the current year was the first-year taxes were levied.

The decrease in capital contributions is related to the land contribution in the prior year.

The increase in general government expenses is primarily related to the increase in building permit expense and engineering fees.

**City of Westlake, Florida  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2018**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Capital Assets Activity**

The following schedule provides a summary of the District's capital assets as of September 30, 2018 and 2017.

Description	Governmental Activities	
	2018	2017
Land improvements	\$ 976,400	\$ 976,400

**General Fund Budgetary Highlights**

Budgeted expenditures exceeded actual expenditures primarily because the sheriff contract expenditures were lower than anticipated.

The September 30, 2018 budget was amended for higher building permit costs than was originally anticipated.

**Economic Factors and Next Year's Budget**

The City will continue to develop in 2019 and therefore, it is expected revenues and expenditures will increase as the City expands.

**Request for Information**

The financial report is designed to provide a general overview of the City's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the City of Westlake, Florida, Inframark Infrastructure Management Services, 210 North University Drive, Suite 702, Coral Springs, Florida 33071.

**City of Westlake, Florida**  
**STATEMENT OF NET POSITION**  
**September 30, 2018**

	<b><u>Governmental Activities</u></b>
<b>ASSETS</b>	
Current Assets:	
Cash and cash equivalents	\$ 1,247,696
Accounts receivable	10,830
Prepaid expenses	2,333
Deposits	300
Mortgages receivable	53,908
Total Current Assets	<u>1,315,067</u>
Non-current Assets	
Land	976,400
Total Assets	<u>2,291,467</u>
 <b>LIABILITIES</b>	
Current Liabilities:	
Accounts payable and accrued expenses	212,510
Due to other governments	18,141
Unearned revenues	96,800
Total Current Liabilities	<u>327,451</u>
 <b>NET POSITION</b>	
Net investment in capital assets	976,400
Unrestricted	987,616
Total Net Position	<u><u>\$ 1,964,016</u></u>

*See accompanying notes to financial statements.*

**City of Westlake, Florida**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2018**

<b>Functions/Programs</b>	<b>Expenses</b>	<b>Program Revenues</b>		<b>Net (Expense) Revenues and Changes in Net Position</b>
		<b>Charges for Services</b>	<b>Operating Grants and Contributions</b>	<b>Governmental Activities</b>
Governmental Activities:				
General government	\$ (2,067,217)	\$1,190,930	\$ 1,336,068	\$ 459,781
Public safety	(36,199)	-	-	(36,199)
Total Governmental Activities	\$ (2,103,416)	\$1,190,930	\$ 1,336,068	423,582
General Revenues				
Taxes				
Property taxes levied for general purposes				134,745
Gas taxes				85
Communication taxes				11,618
Franchise taxes				35,990
Investment earnings				3,319
Miscellaneous revenues				333
Total General Revenues				186,090
Change in Net Position				609,672
Net Position - October 1, 2017				1,354,344
Net Position - September 30, 2018				\$ 1,964,016

See accompanying note to financial statements.

**City of Westlake, Florida  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
September 30, 2018**

	<b>General Fund</b>	<b>Special Revenue Fund</b>	<b>Total Governmental Funds</b>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 964,651	\$ 283,045	\$ 1,247,696
Accounts receivable	10,830	-	10,830
Prepaid expenses	2,333	-	2,333
Deposits	300	-	300
Mortgages receivable	-	53,908	53,908
Total Assets	\$ 978,114	\$ 336,953	\$ 1,315,067
 <b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts payable and accrued expenses	\$ 212,510	\$ -	\$ 212,510
Unearned revenues	96,800	-	96,800
Due to other governments	18,141	-	18,141
Total Liabilities	327,451	-	327,451
 Fund balance:			
Nonspendable-prepays/deposits	2,633	-	2,633
Assigned - loan program	-	336,953	336,953
Unassigned	648,030	-	648,030
Total Fund Balance	650,663	336,953	987,616
Total Liabilities and Fund Balances	\$ 978,114	\$ 336,953	\$ 1,315,067

See accompanying notes to financial statements.

**City of Westlake, Florida**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
**September 30, 2018**

Total Governmental Fund Balances	\$ 987,616
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets not being depreciated, land used in governmental activities are not current financial resources and; therefore, are not reported at the fund statement level.	<u>976,400</u>
Net Position of Governmental Activities	<u><u>\$ 1,964,016</u></u>

*See accompanying notes to financial statements.*

**City of Westlake, Florida**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES – GOVERNMENTAL FUNDS**  
**For the Year Ended September 30, 2018**

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total Governmental Funds</u>
Revenues			
Taxes			
Property	\$ 134,745	\$ -	\$ 134,745
Gas	85	-	85
Communication	11,618	-	11,618
Licenses and permits	1,159,378	-	1,159,378
Franchise fees	35,990	-	35,990
Charges for services	10,499	21,000	31,499
Fines and forfeitures	53	-	53
Developer contributions	1,019,568	316,500	1,336,068
Investment earnings	971	2,348	3,319
Miscellaneous revenues	333	-	333
Total Revenues	<u>2,373,240</u>	<u>339,848</u>	<u>2,713,088</u>
Expenditures			
Current:			
General government	2,064,322	2,895	2,067,217
Public safety	36,199	-	36,199
Total Expenditures	<u>2,100,521</u>	<u>2,895</u>	<u>2,103,416</u>
Net change in fund balances	272,719	336,953	609,672
Fund Balances - October 1, 2017	<u>377,944</u>	-	<u>377,944</u>
Fund Balances - September 30, 2018	<u>\$ 650,663</u>	<u>\$ 336,953</u>	<u>\$ 987,616</u>

See accompanying notes to financial statements.

**City of Westlake, Florida**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2018**

There are no reconciling items for the year ended September 30, 2018.

*See accompanying notes to financial statements.*



**City of Westlake, Florida**  
**STATEMENT OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES – BUDGET AND ACTUAL –**  
**GENERAL FUND**  
**For the Year Ended September 30, 2018**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
Revenues				
Taxes				
Property	\$ 134,692	\$ 134,692	\$ 134,745	\$ 53
Gas	-	-	85	85
Communications	10,000	10,000	11,618	1,618
Licenses and permits	165,000	635,000	1,159,378	524,378
Impact fees	1,500	1,500	-	(1,500)
Franchise fees	-	-	35,990	35,990
Charges for services	1,000	1,000	10,499	9,499
Fines and forfeitures	-	-	53	53
Developer contributions	1,558,703	1,558,703	1,019,568	(539,135)
Investment earnings	2,000	2,000	971	(1,029)
Miscellaneous revenues	11,081	11,081	333	(10,748)
Total Revenues	<u>1,883,976</u>	<u>2,353,976</u>	<u>2,373,240</u>	<u>19,264</u>
Expenditures				
Current:				
General government	1,468,976	1,938,976	2,064,322	(125,346)
Public safety	275,000	275,000	36,199	238,801
Capital outlay	140,000	140,000	-	140,000
Total Expenditures	<u>1,883,976</u>	<u>2,353,976</u>	<u>2,100,521</u>	<u>253,455</u>
Net change in fund balances	-	-	272,719	272,719
Fund Balances - October 1, 2017	<u>237,946</u>	<u>377,944</u>	<u>377,944</u>	-
Fund Balances - September 30, 2018	<u>\$ 237,946</u>	<u>\$ 377,944</u>	<u>\$ 650,663</u>	<u>\$ 272,719</u>

See accompanying notes to financial statements.

**City of Westlake, Florida**  
**STATEMENT OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES – BUDGET AND ACTUAL –**  
**SPECIAL REVENUE FUND**  
**For the Year Ended September 30, 2018**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
Revenues				
Charges for services	\$ -	\$ -	\$ 21,000	\$ 21,000
Developer contributions	-	316,500	316,500	-
Investment earnings	-	-	2,348	2,348
Total Revenues	<u>-</u>	<u>316,500</u>	<u>339,848</u>	<u>23,348</u>
Expenditures				
Current:				
General government	<u>-</u>	<u>316,500</u>	<u>2,895</u>	<u>313,605</u>
Net change in fund balances	-	-	336,953	336,953
Fund Balances - October 1, 2017	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances - September 30, 2018	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 336,953</u>	<u>\$ 336,953</u>

See accompanying notes to financial statements.

**City of Westlake, Florida**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2018**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the City of Westlake, Florida (the “City”) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District’s more significant accounting policies are described below.

**1. Reporting Entity**

The City was incorporated on June 20, 2016 under the authority of Chapter 165, Florida Statutes. The City has a Council-Manager form of government and operates under the City of Westlake Charter. The governing body of the City is the City Council, which is comprised of a mayor and four council members, the first city council serves until the first election in March 2020. In the March 2020 election, seats 1 and 3 will be elected to a four-year term. In March 2022, the Mayor and seats 2 and 4 will be elected to a four-year term.

As required by GAAP, these financial statements present the City of Westlake, Florida (the primary government) as a stand-alone government. The reporting entity for the City includes all functions of government in which the City Council exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth by the Governmental Accounting Standards Board, the City has identified no component units.

**2. Measurement Focus and Basis of Accounting**

The basic financial statements of the City are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

**a. Government-wide Financial Statements**

Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include separate columns for the governmental and business-type activities of the primary government.

**City of Westlake, Florida**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2018**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**a. Government-wide Financial Statements (Continued)**

Governmental activities normally are supported by special assessments and interest. Program revenues include charges for services, and payments made by parties outside of the reporting government's citizenry if that money is restricted to a particular program. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program.

**b. Fund Financial Statements**

The underlying accounting system of the City is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

The City classifies fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The City has various policies governing the fund balance classifications.

**Nonspendable Fund Balance** – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

**Assigned Fund Balance** – This classification consists of the City Councils' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the City's management company.

**Unassigned Fund Balance** – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned Fund Balance is considered to be utilized first.

**City of Westlake, Florida**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2018**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

Fund Balance Spending Hierarchy – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current year or soon thereafter to pay liabilities of the current year. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal year.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal year is considered to be an accrual item and so has been recognized as revenue of the current fiscal year.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current position. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a year.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current position, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

**3. Basis of Presentation**

**Governmental Major Funds**

General Fund – The General Fund is the City’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Special Revenue Fund – The Special Revenue Fund accounts for the housing assistance program of the City.

**City of Westlake, Florida**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2018**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity**

**a. Cash and Investments**

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The City is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories; and
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

The City had no investments during the current year.

**b. Capital Assets**

The City defines capital assets as assets with an initial cost of \$5,000 or more and an estimated useful life in excess of one year. The valuation basis is historical cost or estimated historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

**City of Westlake, Florida**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2018**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity (Continued)**

**c. Budgets**

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 166, Florida Statutes. The City utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its general fund. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general fund. As a result, deficits in the budget variance columns of the accompanying financial statements may occur.

**NOTE B – CASH AND INVESTMENTS**

All deposits are held in qualified public depositories and are included on the accompanying balance sheet and statement of net position as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned. The investment policy of the City follows the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2018, the City's bank balance was \$1,284,875 and carrying value was \$1,247,696. The City controls its exposure to custodial credit risk because it maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

Investments

The City's investment policy allows management to invest funds in investments permitted under Section 218.415, Florida Statutes.

Concentration of Credit Risk

The City places no limit on the amount it may invest in any one issuer.

The types of deposits and investments and their level of risk exposure as of September 30, 2018 were typical of these items during the year then ended. The City considers any decline in fair value for certain investments to be temporary. In addition, the City has the ability to hold investments that have fair values less than cost until maturity. The City did not hold any investments as of September 30, 2018.

**City of Westlake, Florida  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2018**

**NOTE C – CAPITAL ASSETS**

	<u>Balance 10/1/2017</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 9/30/2018</u>
<u>Governmental Activities:</u>				
Capital assets, not being depreciated:				
Land and Improvements	<u>\$ 976,400</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 976,400</u>

**NOTE D – RISK MANAGEMENT**

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance.

**NOTE E – RELATED PARTY TRANSACTION**

In August 2016, the City entered into a lease agreement with the Developer for the use of certain facilities within the City. The City agreed to pay the Developer \$500 per year for a lease term of five years with the option to renew for additional terms.





Berger, Toombs, Elam,  
Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

To the Honorable Mayor and Members of the City Council  
City of Westlake, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the City of Westlake, Florida (the "City"), as of and for the year ended September 30, 2018, and the related notes to the financial statements, and have issued our report thereon dated June 28, 2019.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the City's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Fort Pierce / Stuart



Honorable Mayor and Members of the City Council  
City of Westlake, Florida

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants  
Fort Pierce, Florida

June 28, 2019



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

## **MANAGEMENT LETTER**

To the Honorable Mayor and Members of the City Council  
City of Westlake, Florida

### **Report on the Financial Statements**

We have audited the financial statements of the City of Westlake, Florida as of and for the year ended September 30, 2018, and have issued our report thereon dated June 28, 2019.

### **Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

### **Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with *AICPA Professionals Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 28, 2019, should be considered in conjunction with this management letter.

### **Prior Audit Findings**

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the preceding audit.

### **Financial Condition and Management**

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not City of Westlake, Florida has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that the City of Westlake, Florida did not meet any of the conditions described in Section 218.503(1) Florida Statutes.

Fort Pierce / Stuart



To the Honorable Mayor and Members of the City Council  
City of Westlake, Florida

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for City of Westlake, Florida. It is management's responsibility to monitor the City of Westlake, Florida's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same as of September 30, 2018.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

#### **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

#### **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Mayor and Members of the City Council, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in cursive script that reads "Berger Toombs Elam Gaines + Frank".

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

June 28, 2019

# **Thirteenth Order of Business**

## District 15 City of Westlake Monthly Report: June 2019



Calls for Service	Monthly
Business/Residence Checks	333
Traffic Stops	94
Calls for Service (Excluding 1061's)	179
<b>All CAD Calls – Total*</b>	<b>512</b>

Traffic Summary	Monthly
Warnings (Written and Verbal)	79
Citations	18
<b>Total</b>	<b>97</b>

Data Source: CrimeView Desktop  
\*Omit Miscellaneous Calls

**Summary:** During the month of June, there were 512 generated calls within the district. 83% of these calls were self-initiated.

Crimes	Monthly
Murder	0
Sexual Assault	0
Robbery	0
Burglary - Residential	0
Burglary - Vehicle	0
Burglary - Construction	0
Larceny	0
Motor Vehicle Theft	0
Vandalism	0
Fire	0
<b>Total</b>	<b>0</b>

# **Fourteenth Order of Business**



**Fire Rescue**

Chief Reginald K. Duren  
405 Pike Road  
West Palm Beach, FL 33411  
(561) 616-7000  
www.pbcgov.com



**Palm Beach County  
Board of County  
Commissioners**

Mack Bernard, Mayor  
Dave Kerner, Vice Mayor  
Hal R. Valeche  
Gregg K. Weiss  
Robert S. Weinroth  
Mary Lou Berger  
Melissa McKinlay

**County Administrator**

Verdenia C. Baker

July 1, 2019

Ken Cassel, Village Manager  
City of Westlake  
4001 Seminole Pratt Whitney Rd.  
Westlake, FL 33470

Dear Mr. Cassel:

Enclosed is the Response Time Report for the City of Westlake for the month of June 2019.

If you have any questions of concerns, please contact me at 561-214-3263

Sincerely,

A handwritten signature in blue ink that reads "William Rowley".

William Rowley, District Chief  
Palm Beach County Fire Rescue

*"An Equal Opportunity  
Affirmative Action Employer"*





7/1/2019

# Palm Beach County Fire Rescue

## Westlake Response Time Report

### 20190601 to 20190630

Event #	Station	Location of Event	Date	Received	Entered	Dispatch	Enroute	Onscene	Close	Disp Hand	Turnout	Travel	Resp Time*
<b>Emergency Calls:</b>													
F19095026	22	SEMINOLE PRATT WHITNEY RD WLK	06/03/2019		18:23:02	18:23:06	18:25:05	18:34:38	18:56:32	0:00:29	0:01:59	0:09:33	0:12:01
F19098898	22	PERSIMMON BLVD WLK	06/10/2019	03:19:26	03:19:45	03:19:52	03:22:22	03:24:53	04:00:53	0:00:26	0:02:30	0:02:31	0:05:27
F19100194	26	140TH AVE N WLK	06/12/2019	09:59:37	09:59:50	10:00:01	10:00:19	10:02:01	10:17:37	0:00:24	0:00:18	0:01:42	0:02:24
F19108251	22		06/25/2019	16:22:51	16:23:41	16:23:53	16:24:57	16:27:13	17:27:20	0:01:02	0:01:04	0:02:16	0:04:22
F19110081	22	WHIPPORWILL CIR WLK	06/28/2019	17:45:36	17:46:58	17:47:05	17:47:54	17:51:20	18:14:46	0:01:29	0:00:49	0:03:26	0:05:44
<b>Average Response Times:</b>										<b>0:00:46</b>	<b>0:01:20</b>	<b>0:03:54</b>	<b>0:06:00</b>
<b>Non Emergency Calls:</b>													
F19101127	22	PERSIMMON BLVD WLK	06/13/2019	19:37:47	19:40:44	19:40:53	19:41:57	19:44:09	21:03:58	0:03:06	0:01:04	0:02:12	0:06:22
F19110589	22	WHIPPORWILL CIR WLK	06/29/2019		16:04:12	16:04:18	16:05:25	16:14:39	16:24:52	0:00:31	0:01:07	0:09:14	0:10:52
<b>Corrupt Data:</b>													
F19096207	22	SEMINOLE PRATT WHITNEY RD WLK	06/05/2019		18:57:55	18:57:56	19:00:30	18:57:56	19:01:07	Enroute Time is greater than Onscene Time			
F19106352	22	PERSIMMON BLVD WLK	06/22/2019		14:43:07	14:43:12	14:44:13	14:43:13	15:24:03	Enroute Time is greater than Onscene Time			
F19108052	22	SEMINOLE PRATT WHITNEY RD WLK	06/25/2019		11:07:47	11:07:49		11:07:49	11:14:09	Empty Time Fields			
<b>Total number of Events:</b>		<b>10</b>											

\*Represents call received to arrival. If there is no received time, the County annual average call received to call entered time is used.



7/1/2019

# Palm Beach County Fire Rescue

## Westlake - # of Calls by Type

20190601 to 20190630

<u>Type - Situation Dispatched</u>	<u># of Incidents</u>
Medical Calls:	7
Assists\Investigations:	1
Alarms:	1
Inter-facility Transports:	1
<b>Total number of Events:</b>	<b>10</b>

### Calls by Situation Dispatched

