

**MINUTES OF MEETING  
CITY OF WESTLAKE**

A meeting of the City Council of the City of Westlake was held on Monday, August 26, 2019 at 6:30 p.m., at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

Katrina Long Robinson	Vice Mayor
John Stanavitch	City Council Seat 1
Kara Crump	City Council Seat 2
Phillip Everett	City Council Seat 3

Also present were:

Kenneth Cassel	City Manager
Pam E. Booker, Esq.	City Attorney
Nilsa Zacarias	NZ Consultants
Tanya McCormick	Chen Moore and Associates
Donaldson Hearing	Cotleur & Hearing
John Carter	Minto PBLH, LLC

*The following is a summary of the minutes and actions taken during the August 26, 2019 City of Westlake Council Meeting.*

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Vice Mayor Long Robinson called the meeting to order and Mr. Cassel called the roll.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Approval of Agenda**

Mr. Cassel requested adding the staff presentation for the Landscape Design and Buffer ordinance after the seventh order of business.

On MOTION by Councilman Stanavitch seconded by Councilman Everett with all in favor the agenda was approved as amended.
---

**FOURTH ORDER OF BUSINESS**

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

There being none, the next item followed.

**FIFTH ORDER OF BUSINESS**

**Resolution 2019-23, Setting the Second  
Public Hearing to Adopt the Budget and  
Final Millage Rate**

Mr. Cassel read Resolution 2019-23 by title only.

On MOTION by Councilwoman Crump seconded by Councilman Everett with all in favor Resolution 2019-23, setting the second public hearing to adopt the budget and final millage rate for September 23, 2019 at 6:30 p.m. at the City of Westlake Council Chambers, was adopted.

**SIXTH ORDER OF BUSINESS**

**Staff Presentation on Ordinance 2019-6, Establishing Mandatory Signage Design**

Ms. Zacarias provided the Council with a presentation on Ordinance 2019-6.

**SEVENTH ORDER OF BUSINESS**

**Ordinance 2019-6, Establishing Mandatory Signage Design (First Reading)**

Mr. Cassel read Ordinance 2019-6 by title only.

On MOTION by Councilman Stanavitch seconded by Councilwoman Crump with all in favor Ordinance 2019-6, establishing mandatory signage design was approved at first reading.

**EIGHTH ORDER OF BUSINESS**

**Ordinance 2019-7, Establishing Mandatory Landscaping Design and Buffers**

Ms. McCormick provided a presentation on Ordinance 2019-7 on behalf of the City and the landscape architect.

Mr. Hearing addressed the Council and noted single family residential are exempt from an extraneous permitting process; they are not exempt from landscaping requirements.

Mr. Cassel read Ordinance 2019-7 by title only.

On MOTION by Councilman Everett seconded by Councilwoman Crump with all in favor Ordinance 2019-7, establishing mandatory landscaping design and buffers, was approved at first reading.

**NINTH ORDER OF BUSINESS**

**Manager's Report**

Mr. Cassel previously sent out a *Manager's Update*. He noted a proposed meeting schedule will be presented for consideration at the next meeting. There will be two meetings a month until the end of the year.

**TENTH ORDER OF BUSINESS**

**Attorney's Report**

Ms. Booker reported staff is continuing to work on the land development regulations to bring them forward for adoption.

**ELEVENTH ORDER OF BUSINESS**

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

This item is for informational purposes only.

August 26, 2019

City of Westlake

**TWELFTH ORDER OF BUSINESS**

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

There being none, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**


**Council Comments**

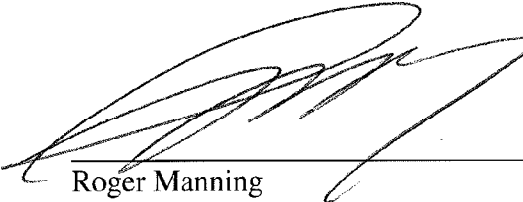
There being none, the next item followed.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business, the meeting adjourned at 7:07 p.m.

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

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