

**MINUTES OF MEETING
CITY OF WESTLAKE**

A meeting of the City Council of the City of Westlake was held on Monday, March 12, 2018, at 7:00 p.m., at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

Roger Manning	Mayor
Karina 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
Isaac Hoyos	NZ Consultants
Thuha Nguyen	Via Planning, Inc.
Suzanne Dombrowski	Chen Moore and Associates
Michele Mellgren	The Mellgren Planning Group
Frank Palen	ITID
Robert Diffenderfer	Lewis, Longman and Walker for SID
Tara Duh	Lewis, Longman and Walker for Minto

The following is a summary of the minutes and actions taken during the March 12, 2018 City of Westlake Council Meeting.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mayor Manning called the meeting to order and Mr. Cassel called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Approval of Agenda

On MOTION by Councilman Everett seconded by Councilman Stanavitch with all in favor the agenda was approved.
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FOURTH ORDER OF BUSINESS

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

There being none, the next item followed.

FIFTH ORDER OF BUSINESS

**Approval of the Minutes of the February
12, 2018 Meeting**

On MOTION by Councilwoman Crump seconded Councilman Everett with all in favor the minutes of the February 12, 2018 meeting were approved.

SIXTH ORDER OF BUSINESS

**Approval of Financial Statements for
January 2018**

On MOTION by Councilman Stanavitch seconded by Vice Mayor Long Robinson with all in favor the financial statements for January 2018 were approved.

SEVENTH ORDER OF BUSINESS

Staff Reports – Nilsa Zacarias

Ms. Zacarias provided the Council with an overview of all the public meetings conducted with regard to the City’s Comprehensive Plan as well as a presentation on the Comprehensive Plan.

Ms. Thuha Nguyen provided an overview of the highlights of the City’s goals with regard to transportation as well as new policies for transportation.

Ms. Suzanne Dombrowski provided an overview of the infrastructure element of the Comprehensive Plan, which is strongly tied to SID.

Mr. Isaac Hoyos provided an overview of the Department of Economic Opportunity report.

Ms. Thuha Nguyen explained Objection #5 as it relates to the transportation elements.

PUBLIC HEARING AND SECOND READING OF ORDINANCE

The public hearing was opened and comments were heard from the following members of the public:

- Ms. Michele Mellgren of The Mellgren Planning Group requested the Council wait to adopt the Comprehensive Plan for one meeting so that she can collaborate with the City’s planning staff and see if all of the issues the City of West Palm Beach has are addressed.

- Mr. Frank Palen, Legal Counsel for ITID, addressed the Council. A letter was provided to the Council and submitted as public record.
- Mr. Robert Diffenderfer, Legal Counsel for SID, addressed the Council conveying the District's support for the City's Comprehensive Plan.
- Ms. Tara Duhya addressed the Council on behalf of Minto PBLH, LLC and expressed support for the City's Comprehensive Plan. A letter was provided to the Council and submitted as public record.

EIGHTH ORDER OF BUSINESS

Ordinance 2017-5, Adopting the City of Westlake Comprehensive Plan – Recommendation of Approval

Ms. Booker reviewed the documents entered into the public record.

- Correspondence from SID dated March 12, 2018 executed by the District President, Mr. Scott Massey.
- Correspondence from Ms. Michele Mellgren on behalf of the City of West Palm Beach to the City of Westlake this morning. The comments and concerns were reviewed by staff upon receipt of the letter. In good faith staff addressed the concerns in a letter provided to Ms. Mellgren this evening.
- Correspondence from Lewis, Longman & Walker dated February 21, 2018 on behalf of Minto PBLH.
- Correspondence received from ITID this evening.

Ms. Booker noted technical corrections that will be made prior to transmitting the Comprehensive Plan to the State and recommended adoption of the Comprehensive Plan.

- Administrative Element policy numbers 1.11, 1.13 and 1.2.2 have some underlines and strikeouts, which need to be corrected.
- Other items were addressed as seen in the PowerPoint presentation as well as the specifics in the letter to address future land use element policy 1.78 and the addition of 1.79.
- There is a typo under the Transportation Element, Goal 1, the word *lond* should be *long*.
- Policies 1.16 and 1.21 also contain minor typos, which need to be corrected.

- Infrastructure Element policies 1.23 and 1.37 have redline deletions, which need to be corrected.
- Conservation Element policy 1.36 has a word which was deleted. It needs to be corrected.
- Recreation policy 1.21 needs to be revised to delete the referenced map and replace it with map 3.7.
- Recreation policy 1.23, *lanes and sidewalk* needs to be revised to *lane, sidewalk*.
- Capital Improvement Element has a minor policy correction.
- Intergovernmental Element policy 1.2.2, *October 1993 as amended from time to time* needs to read *in effect as of the date this plan is adopted*.

The additional letters provided since transmittal along with staff’s responses, the minor corrections outlined and a former response to FDOT will be considered along with the adoption of the Comprehensive Plan.

Mr. Cassel read Ordinance 2017-5 by title only.

On MOTION by Councilman Everett seconded by Vice Mayor Long Robinson with all in favor Ordinance 2017-5, Adopting the City of Westlake Comprehensive Plan, was adopted with the corrections made on the record by City Attorney Booker.

NINTH ORDER OF BUSINESS

City Manager

Mr. Cassel congratulated the planning staff on their hard work on the Comprehensive Plan.

TENTH ORDER OF BUSINESS

City Attorney

Ms. Booker expressed gratitude to staff on their work on the Comprehensive Plan.

ELEVENTH ORDER OF BUSINESS

Council Comments

Mayor Manning commented on the hours dedicated to the Comprehensive Plan to ensure it shared the vision the Council had of the City to live, work and play.

TWELFTH ORDER OF BUSINESS


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

There being none, the next item followed.

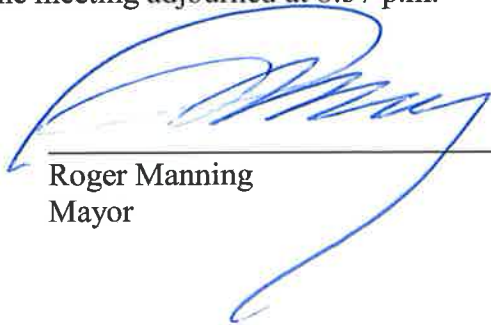
THIRTEENTH ORDER OF BUSINESS

Adjournment

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



Kenneth Cassel
City Manager



Roger Manning
Mayor