

**MINUTES OF MEETING  
CITY OF WESTLAKE**

A meeting of the City Council of the City of Westlake was held on Monday, May 14, 2018, at 6:32 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
Kate DeWitt	Coutleur & Hearing
John Carter	Minto PBLH

*The following is a summary of the minutes and actions taken during the May 14, 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 Stanavitch seconded by Vice Mayor Long Robinson 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 April 9, 2018 Meeting**

On MOTION by Councilman Everett seconded by Councilwoman Crump with all in favor the minutes of the April 9, 2018 meeting were approved.

**SIXTH ORDER OF BUSINESS**

**Approval of Financial Statements for March 2018**

On MOTION by Vice Mayor Long Robinson seconded by Councilwoman Crump with all in favor the financial statements for March 2018 were approved.

**PUBLIC HEARING**

**SEVENTH ORDER OF BUSINESS**

**Resolution 2018-11, Approving the Final Plat for Town Center Parkway, Phase II**

Ms. Dewitt addressed the Board and submitted a PowerPoint Presentation into the record.

Ms. Booker stated the Amenity Parcel will be on the May 21, 2018 agenda. There was a minor alignment change here, as well as some language change for SID to allow them to maintain a drainage and lighting facilities within the easement areas for the plat. This is the final version.

Mr. Cassel read Resolution 2018-11 by title only.

On MOTION by Councilwoman Crump seconded by Councilman Stanavitch with all in favor Resolution 2018-11, approving the final plat for Town Center Parkway, Phase II, was adopted.

**FIRST READING OF ORDINANCE**

**EIGHTH ORDER OF BUSINESS**

**Ordinance 2018-7, Establishing Purchasing Procedures and Guidelines for Acquiring Goods, Services and/or Construction Related Services**

Ms. Booker reviewed Ordinance 2018-7 as well as the procurement guidelines as dictated under Chapter 287, Florida Statutes.

Councilman Stanavitch asked if there is anything in the ordinance allowing for minority vendors. Palm Beach County and other cities give a five to ten percent preference for minority vendors.

Ms. Booker responded no, but those provisions can be added prior to the second reading.

Vice Mayor Long-Robinson noted she would also like the language revised to include preference for minority vendors and have the information communicated at the State of the City.

Mr. Cassel read Ordinance 2018-7 by title only.

On MOTION by Councilman Stanavitch seconded by Councilwoman Crump with all in favor the first reading of Ordinance 2018-7 was approved with consideration for minority vendors.

**NINTH ORDER OF BUSINESS**

**PBSO Monthly Report – Informational Only**

A copy of the report is included in the agenda package.

**TENTH ORDER OF BUSINESS**

**City Manager**

Mr. Cassel reported the following:

- Plans for the freestanding emergency center are being reviewed. Comments were given by the Building Department.
- Seminole Pratt Whitney Road is projected to be completed by the middle of June.
- The SID Board approved permits for the transmission lines coming through the M-2 Canal and out the west extension.

**ELEVENTH ORDER OF BUSINESS**

**City Attorney**

Ms. Booker reported the following:

- The City’s Comprehensive Plan was found in compliance by DEO.
- She met with Mr. Cassel to go over the applicants for the housing program. An award letter was issued and closing documents sent to one of the applicants who should be closing this week.

**TWELFTH ORDER OF BUSINESS**

**Council Comments**

There being none, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

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

Mr. John Carter introduced Mr. Nelson Bennett who recently joined Minto PBLH. He thanked Vice Mayor Long Robinson for hosting a housing summit at the Sales Center. Mr. Carter also provided an update on house sales in the City as well as other future development

plans. He invited the Council to attend the Chamber of Commerce Gala on May 19, 2018, which is being sponsored by Minto at Westlake.

**FOURTEENTH ORDER OF BUSINESS**

**UHS Groundbreaking Ceremony – May 24, 2018 at 8:30 a.m. at the Sales Center**

This is for informational purposes only.

**FIFTEENTH ORDER OF BUSINESS**

**May 21, 2018 – P&Z Meeting at 6:00 p.m. and Council Meeting at 6:30 p.m.**

A Planning and Zoning meeting has been scheduled for May 21, 2018 at 6:00 p.m. and a Council meeting will follow at 6:30 p.m.

**THIRTEENTH ORDER OF BUSINESS**


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

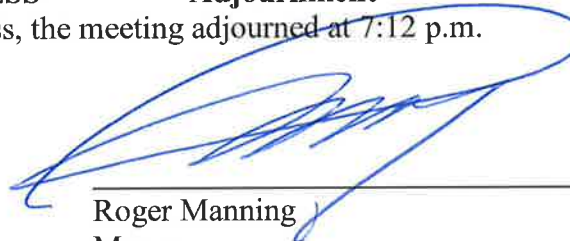
Mr. Rick Christmas, of Professional Firefighters Local 2928, addressed the Council

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business, the meeting adjourned at 7:12 p.m.

  
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Kenneth Cassel  
City Manager

  
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Roger Manning  
Mayor