

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, September 23, 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.

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4001 Seminole Pratt Whitney Rd.
Westlake, Florida 33470
Phone: 561-530-5880
Fax: 561-790-5466
Website: westlakegov.com

September 20, 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, September 23, 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 August 26, 2019 Meeting
5. Re-Adoption of Resolution 2018-7, National Flood Insurance Program

SECOND READING OF ORDINANCE

6. Second Reading of Ordinance 2019-9, Establishing Chapter 3 and Adopting Zoning Map

BUDGET PUBLIC HEARING

7. Proposed Budget for Fiscal Year Ending September 30, 2020 – City Manager Presentation
 - A. Resolution 2019-26, Adopting Final Millage Rate
 - B. Resolution 2019-27, Adopting Final Budget
8. Manager's Report
9. Attorney's Report
10. PBSO Monthly Report – Informational Only
11. Response Time Report from Palm Beach County Fire Rescue – Informational Only
12. Audience Comments on Other Items (3) Minute Time Limit
13. Council Comments
14. 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 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 if for informational purposes only.

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

Katrina Long Robinson
Vice Mayor

Fifth Order of Business

MEMORANDUM

To: Mayor Roger Manning
City Council Members
Ken Cassel, City Manager

From: Pam E. Booker, City Attorney 

Date: September 19, 2019

Subject: Resolution 2018-17 National Flood Insurance Program

Please find Resolution 2018-17 that was previously executed on August 13, 2018. The Division of Emergency Management Floodplain Office stopped by City Hall today to request minor changes be made to the Resolution. The changes are not substantive. They would be classified as scrivener's errors. The changes are highlighted in red bold type. We are requesting re-adoption of Resolution 2018-17 with the changes as noted in the revised Resolution. This will allow the City to remain compliant with and a part of the National Flood Insurance Program.

RESOLUTION 2018-17

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA PROVIDING A NOTICE OF INTENT TO THE FEDERAL INSURANCE ADMINISTRATOR THAT THE CITY OF WESTLAKE WILL IMPLEMENT AND ENFORCE PROVISIONS CONSISTENT WITH THE NATIONAL FLOOD INSURANCE PROGRAM REGULATIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, certain areas of the City of Westlake are subject to periodic flooding, or flood-related erosion, causing serious damages to properties within these areas; and

WHEREAS, relief is available in the form of Federally subsidized flood insurance as authorized by the National Flood Insurance Act of 1968; and

WHEREAS, it is the intent of this City Council for the City of Westlake to require the recognition and evaluation of flood, or flood-related erosion hazards in all official actions relating to the land use in areas having these hazards; and

WHEREAS, this body has the legal authority pursuant to Florida Statutes, Chapter 166, to adopt land use and control measures to promote the public health, safety, and general welfare of its citizens to reduce future flood losses.

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 reference.

Section 2: The City Council for the City of Westlake hereby assures **Federal Emergency Management Agency (FEMA)** that it will enact as necessary, and maintain in force in those areas having flood, or flood-related hazards, adequate land use and control measures with effective enforcement provisions consistent with the Criteria set forth in **Parts 59, 60 and 65** of the National Flood Insurance Program Regulations (CFR 44).

Section 3: The City Council for the City of Westlake hereby vests the City Manager with the responsibility, authority and means to:

- (a) Assist **FEMA**, at his request, in his delineation of the limits of the area having special flood, or flood-related hazards.
- (b) Provide such information as FEMA may request concerning present uses and occupancy of the flood plain, or flood-related areas.
- (c) Cooperate with Federal, State, and local agencies and private firms which undertake to study, survey, map, and identify flood plain, or flood-related areas, and cooperate with neighboring communities with respect to management of adjoining flood plain, and/or flood-related areas in order to prevent aggravation of exiting hazards.
- (d) Upon occurrence, notify **FEMA** in writing whenever the boundaries of the City have been modified by annexation or the City has otherwise assumed or no longer has authority to adopt and enforce floodplain management regulations for a particular area. In order that all Flood-Hazard Boundary Maps and Flood Insurance

Rate Maps accurately represent the City's boundaries, include within such notification a copy of a map of the city suitable for reproduction, clearly delineating the new corporate limits or new area for which the city has assumed or relinquished flood plain management regulatory authority.

Section 4: The City Council for the City of Westlake hereby appoints the City Manager to maintain for public inspection and to furnish upon request for the determination of applicable flood insurance risk premium rates within all areas having special flood hazards identified on a Flood-Hazard Boundary Map or Flood Insurance Rate Map, any certificates of flood-proofing, information on the elevation (in relation to mean sea level) of the level of the lowest **floor** (including basement) of all new or substantially improved structures, and include whether or not such structures include a basement, and if the structure has been proofed; and

Section 5: The City Council for the City of Westlake hereby Agrees to take such other official action as may be necessary to carry out the objectives of the program.

Section 6: **Recitals.** The foregoing recitals are confirmed, adopted and incorporated herein and made a part hereof by this reference.

Section 7: **Authorization:** The City Manager is hereby authorized to enter into an Agreement as attached hereto as Exhibit "A", with Advanced Disposal Services, including but not limited to solid waste services by the City Manager.

Section 8: **Severability:** Should the provisions of this ordinance be declared to be severable and if any section, sentence, clause or phrase of this ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this ordinance but they shall remain in effect, it being the legislative intent that this ordinance shall remain notwithstanding the invalidity of any part.

Section 9: **Effective Date:** That this resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED by the City Council for the City of Westlake, Florida on this 23rd day of September 2019.

Roger Manning, Mayor
City of Westlake

Sandra DeMarco, City Clerk

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

Sixth Order of Business

1st Reading September 9, 2019
2nd Reading September 23, 2019

ORDINANCE NO. 2019-9

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, ESTABLISHING ZONING DISTRICTS WITHIN THE CITY OF WESTLAKE; PROVIDING FOR DEVELOPMENT STANDARDS FOR SUCH ZONING DISTRICTS WITHIN THE CITY OF WESTLAKE; WHICH SHALL BECOME PART OF THE CODE OF ORDINANCES, ENTITLED 'ZONING DISTRICTS AND STANDARDS', PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on or about May 3, 2018, the Florida Department of Economic Opportunity provided the City with notice of intent to find the City's initial comprehensive plan in compliance and the same is now the effective and controlling Comprehensive Plan for the City of Westlake ("Comprehensive Plan"); and

WHEREAS, the City's adopted comprehensive plan contains a future land use element which provides directions and requirements for the establishment of zoning districts and certain standards therefor; and

WHEREAS, the City desires to adopt provisions concerning the establishment and maintenance of an Official Zoning Map; and

WHEREAS, adoption of this chapter, entitled "Zoning Districts and Standards" will assist the City in carrying out the goals, objectives and policies of the adopted comprehensive plan; and

WHEREAS, the purpose of this ordinance is to establish zoning districts within the City of Westlake and further to provide standards for residential and nonresidential development within each zoning district; and

WHEREAS, the City seeks to promote quality development within the City of Westlake in the short and long term; and

WHEREAS, Section 163.3202, Florida Statutes, requires that the City regulate the use of land and water for those land use categories included in the land use element of the City's adopted comprehensive plan and ensure the compatibility of adjacent uses and provide for open space; and

WHEREAS, Section 163.3202, Florida Statutes encourages the use of innovative land development regulations; and

WHEREAS, the City Council finds it is in the public's interest to establish policies and procedures to allow for consistent, flexible, creative, and economically beneficial development within the City of Westlake while protecting health, safety, and general welfare of individuals and the community at large.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY FOR THE CITY OF WESTLAKE, FLORIDA, as follows:

Section 1. Incorporation. The above recitals are confirmed, adopted and are incorporated herein by reference.

Section 2. Zoning Districts and Standards. The code of ordinances for the City of Westlake shall contain a chapter entitled "Zoning Districts and Standards" which code shall contain the provisions as specifically set forth herein.

CHAPTER 3: ZONING DISTRICTS AND STANDARDS

ARTICLE 3.1 OFFICIAL ZONING MAP

Section 1: Adoption of Zoning Map. The zoning map dated ____ is hereby adopted as the first official zoning map as a part of these Land Development Regulations. The official zoning map may be amended from time to time without updating this section.

Section 2: Zoning Map. The boundaries of each zoning district and overlay are shown on a map entitled “City of Westlake Official Zoning Map,” which is hereby made a part of these LDRs. The City shall maintain the digital GIS files that comprise the City of Westlake Official Zoning Map, and all amendments thereto.

Section 3: Administration and Maintenance of Zoning Map. The Official Zoning Map, as the same may be amended from time to time, shall be maintained by the City in GIS data format and shall be kept on file with the City Clerk. A physical copy of the zoning map may be printed upon request, and shall contain the number and date of the latest ordinance amending the Official Zoning Map.

Section 4: Determination of Zoning District and Overlay Boundaries. The official GIS data maintained by the City shall be used to determine zoning district and overlay boundaries.

ARTICLE 3.2 FUTURE LAND USE CONSISTENCY TABLE

Section 1: Consistency Table. The City shall use the following table when assigning a zoning district designation to ensure compatibility with the parcel’s Future Land Use category.

TABLE 3-1: FUTURE LAND USE CONSISTENCY TABLE

Future Land Use Category	Consistent Zoning Districts
Residential – 1	Residential-1 (R-1) Open Space and Recreation (OSR) Planned Development (PD)
Residential – 2	Residential-2 (R-2) Open Space and Recreation (OSR) Planned Development (PD)
Civic	Civic (C) Opens Space and Recreation (OSR) Planned Development (PD)
Downtown Mixed Use	Mixed Use (MU) Town Center (TC) Medical District (M) Civic (C) Open Space and Recreation (OSR) Planned Development (PD)
Open Space and Recreation	Open Space and Recreation (OSR) Planned Development (PD)

ARTICLE 3.3 ZONING DISTRICTS AND STANDARDS

Section 1: Residential Districts.

(A) Residential-1 (R-1)

(1) Permitted Uses, Density and Intensity. Uses permitted within the R-1 District are identified in Table 3-20: Permitted Uses.

(a) Density for all residential uses.

(i) Maximum gross density is 5 dwelling units per gross acre. Accessory dwelling units are not counted towards the maximum gross density.

(ii) Bonus densities may be permitted up to 4 dwelling units per gross acre pursuant to Section 3.3.2: Bonus Density.

(b) Accessory dwelling units.

(i) Each single family dwelling unit may have one accessory dwelling unit.

(ii) Mobile homes are not permitted as accessory dwelling units except in mobile home subdivisions.

(c) Intensity for all non-residential uses.

(i) Maximum FAR is 0.25.

(ii) Neighborhood Centers shall not exceed 10 acres and shall be governed by the requirements of Section 3.3.1: Neighborhood Centers.

(2) Requirements.

(a) Forty feet is the minimum lot width for a lot containing a single family detached dwelling.

(b) For any residential parcel within R-1, no more than 49% of the lots may be less than 50 feet in width.

(c) Development in R-1 is subject to the standards found in Tables 3-2, 3-3, 3-4, and 3-5, below.

**TABLE 3-2: R-1 DISTRICT RESIDENTIAL STANDARDS FOR SINGLE FAMILY DETACHED
(EXCLUDING ZERO LOT LINE DEVELOPMENT)**

Residential Use Type	Lot Width (Feet)	Minimum Lot Size (Square Feet)	Minimum Front Setback¹ (Feet)	Minimum Side Road Setback² (Feet)	Minimum Side Yard Setback² (Feet)	Minimum Rear Yard Setback (Feet)	Maximum Building Height (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Single family detached dwelling	40 ³	4,400	BLDG: 10	BLDG: 10	BLDG: 5	10	36	55%	25%
			FLG: 20	SLG: 15	SLG: 15				
	50 ⁴	5,500	BLDG: 10	BLDG: 10	BLDG: 5	10	36	55%	25%
			FLG: 20	SLG: 15	SLG: 15				
	More than 70 ⁵	7,700	BLDG: 10	BLDG: 10	BLDG: 7.5	15	36	45%	25%
			FLG: 20	SLG: 15	SLG: 15				

1. BLDG = Building without front-loading garage, or portion of a building without a front-loading garage. FLG = Front Loading Garage.

2. BLDG = Building without side-loading garage, or portion of a building without a side-loading garage. SLG = Side Loading Garage.

3. If a lot is at least 40 feet wide but less than 50 feet wide, the standards in this row apply.

4. If a lot at least 50 feet wide but not more than 70 feet wide, the standards in this row apply.

5. If a lot is greater than 70 feet in width, the standards in this row apply unless the lot is part of a residential parcel developed under a common plan of development intended to provide 70 foot (or less) lots.

**TABLE 3-3: R-1 DISTRICT RESIDENTIAL STANDARDS
FOR DETACHED ZERO LOT LINE DEVELOPMENT**

Residential Use Type	Lot Width (Feet)	Minimum Lot Size (Square Feet)	Minimum Front Setback¹ (Feet)	Minimum Side Road Setback² (Feet)	Minimum Rear Yard Setback (Feet)	Minimum Building Separation (Feet)	Maximum Building Height (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Single family detached dwelling ³	40 ⁴	4,400	BLDG: 10	BLDG: 10	10	10	36	55%	25%
			FLG: 20	SLG: 15					
	50 ⁵	5,500	BLDG: 10	BLDG: 10	10	10	36	55%	25%
			FLG: 20	SLG: 15					
	More than 70 ⁶	7,700	BLDG: 10	BLDG: 10	15	15	36	45%	25%
			FLG: 20	SLG: 15					

1. BLDG = Building without front-loading garage, or portion of a building without a front-loading garage. FLG = Front Loading Garage.

2. BLDG = Building without side-loading garage, or portion of a building without a side-loading garage. SLG = Side Loading Garage.

3. No setback is required (i.e. a 0-foot setback is permitted) for zero lot line development on the zero lot line side.

4. If a lot at least 40 feet wide but less than 50 feet wide, the standards in this row apply.

5. If a lot at least 50 feet wide but not more than 70 feet wide, the standards in this row apply.

6. If a lot is greater than 70 feet in width, the standards in this row apply unless the lot is part of a residential parcel developed under a common plan of development intended to provide 70 foot (or less) lots.

**TABLE 3-4: R-1 DISTRICT RESIDENTIAL STANDARDS
FOR ATTACHED DWELLING UNITS AND MOBILE HOMES**

Residential Use Type	Minimum Lot Width Per Dwelling Unit (Feet)	Minimum Lot Square Footage Per Dwelling Unit	Minimum Front Setback ¹ (Feet)	Minimum Side Road Setback ² (Feet)	Minimum Side Yard Setback ^{2,3} (Feet)	Minimum Building Separation (Feet)	Minimum Rear Yard Setback (Feet)	Maximum Building Height (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Single family attached dwellings ⁴	25	2,500	BLDG:10	BLDG: 10	BLDG: 5	10	10	36	60%	25%
			FLG: 20	SLG: 10	SLG: 15					
Mobile homes	-	-	-	-	-	-	-	-	60%	25%

1. BLDG = Building without front-loading garage, or portion of a building without a front-loading garage. FLG = Front Loading Garage.

2. BLDG = Building without side-loading garage, or portion of a building without a side-loading garage. SLG = Side Loading Garage.

3. No setback is required (i.e. a 0-foot setback is permitted) for zero lot line development on the zero lot line side.

4. Single family attached dwellings may be zero lot line. No more than 8 single family dwelling units may be attached without a separation.

TABLE 3-5: R-1 DISTRICT NON-RESIDENTIAL STANDARDS

Non-Residential Use Type	Minimum Parcel Size (Square Feet)	Minimum Parcel Width (Feet)	Minimum Front Setback (Feet)	Minimum Side Road Setback (Feet)	Minimum Side Yard Setback (Feet)	Minimum Rear Setback (Feet)	Maximum Building Height ² (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Religious uses	43,560	100	30	20	30	30 ¹	50	35%	25%
Child or Adult Care Centers	43,560	100	30 ¹	20	30	30 ¹	36	35%	25%
Neighborhood Parks	-	-	15	15	15	15	36	30%	40%
Residential Amenity Center	20,000		20	30	30	30	30	40%	25%
Conservation uses	-	-	-	-	-	-	-	-	-

1. Where the rear of a neighborhood park abuts a lake or open space tract, a 5 foot setback is required.

2. All mechanical equipment located on rooftops must be screened by parapets or other architectural features.

(3) Accessory Structures. Accessory structures shall be permitted pursuant to the requirements below:

- (a) Unless otherwise specified below, accessory structures shall not exceed 25 feet in height, and shall meet all setback requirements of the principal structure.
- (b) The following structures are subject to the following requirements:
 - (i) Fences and walls.
 - 1. Setbacks. The minimum front setback for fences and walls is 10 feet. Except for decorative edge treatments permitted below, fences and walls shall be set back at least three (3) feet from the nearest face of the structure.
 - a. Decorative edge treatments, which may include decorative fencing or walls, are permitted for a group of residences developed under a common plan of development, but will not be permitted on a lot-by-lot basis. Decorative edge treatments permitted under this section may be located in front of a residence, shall not encroach on any right of way, and shall not exceed 3 feet in height.
 - b. Fences and walls are not subject to any other setback requirements.
 - 2. The maximum height of a wall or fence shall be 6 feet.
 - (ii) Swimming pools, screen enclosures, pool decks, spas, cabanas, saunas, and patios.
 - 1. For single family detached dwelling units, these structures are not permitted in the front yard.
 - 2. The minimum side road, side yard, and rear setbacks are 3 feet.
 - (iii) Detached Garages.
 - 1. For detached garages on lots developed under a common plan of development, the minimum rear setback is 5 feet.
 - 2. For all other detached garages, the minimum rear setback is 10 feet.

B) Residential-2 (R-2)

- (1) Permitted Uses, Density and Intensity.** Uses permitted within the R-2 District are identified in Table 3-20: Permitted Uses.
- (a) Density for all residential uses.
 - (i) The maximum gross density is 12 dwelling units per gross acre.
 - 1. Accessory dwelling units are not counted towards the maximum gross density.
 - 2. The maximum gross density for Continuing Care and Assisted Living Facilities may be calculated as follows: 25 beds per acre.
 - (ii) Bonus densities may be permitted up to 8 dwelling units per gross acre pursuant to Section 3.3.2: Bonus Density.
 - (b) Accessory Dwelling Units.
 - (i) Each single family dwelling unit may have one accessory dwelling unit.
 - (ii) Mobile homes are not permitted as accessory dwelling units.
 - (c) Intensity for all non-residential uses.
 - (i) Maximum FAR is .35

(ii) Neighborhood centers shall not exceed 15 acres and shall be governed by the requirements of Section 3.3.1: Neighborhood Centers.

(2) Requirements

- (a) Development in R-2 is subject to the standards found in Tables 3-6, 3-7, 3-8, and 3-9, below.
- (b) Forty feet is the minimum lot width for a lot containing a single family detached dwelling.

**TABLE 3-6: R-2 DISTRICT RESIDENTIAL STANDARDS FOR SINGLE FAMILY DETACHED
(EXCLUDING ZERO LOT LINE)**

Residential Use Type	Lot Width	Minimum Lot Size (Square Feet)	Minimum Front Setback ¹ (Feet)	Minimum Side Road Setback ² (Feet)	Minimum Side Yard Setback ² (Feet)	Minimum Rear Yard Setback (Feet)	Maximum Building Height (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Single family detached dwellings	40 ³	3,600	BLDG: 10	BLDG: 10	BLDG: 5	10	40	60%	25%
			FLG: 20	SLG: 10	SLG: 10				
	50 ⁴	4,500	BLDG: 10	BLDG: 10	BLDG: 5	10	40	60%	25%
			FLG: 20	SLG: 10	SLG: 10				
	More than 70 ⁵	6,300	BLDG: 10	BLDG: 10	BLDG: 5	10	40	55%	25%
			FLG: 20	SLG: 10	SLG: 10				

1. BLDG = Building without front-loading garage, or portion of building without front-loading garage. FLG = Front Loading Garage.

2. BLDG = Building without side-loading garage, or portion of building without side-loading garage. SLG = Side Loading Garage.

3. If a lot is at least 40 feet wide but less than 50 feet wide, the standards in this row apply.

4. If a lot is at least 50 feet wide but not more than 70 feet wide, the standards in this row apply.

5. If a lot is greater than 70 feet in width, the standards in this row apply unless the lot is part of a residential parcel developed under a common plan of development intended to provide 70 foot (or less) lots.

**TABLE 3-7: R-2 DISTRICT RESIDENTIAL STANDARDS
FOR DETACHED ZERO LOT LINE DEVELOPMENT**

Residential Use Type	Minimum Lot Width (Feet)	Minimum Lot Size (Square Feet)	Minimum Front Setback¹ (Feet)	Minimum Side Road Setback on non-zero-lot-line^{2, 3} (Feet)	Minimum Building Separation (Feet)	Minimum Rear Yard Setback (Feet)	Maximum Building Height (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Zero lot line single family detached dwellings	40	3,600	BLDG:10	BLDG: 10	10	10	40	60%	25%
			FLG: 20	SLG: 15					
1. BLDG = Building without front-loading garage, or portion of building without front-loading garage. FLG = Front Loading Garage.									
2. No setback is required (i.e. a 0-foot setback is permitted) for zero lot line development on the zero lot line side.									
3. BLDG = Building without side-loading garage, or portion of building without side-loading garage. SLG = Side Loading Garage.									

TABLE 3-8: R-2 DISTRICT OTHER RESIDENTIAL STANDARDS

Residential Use Type	Minimum Lot or Parcel Width (Feet)	Minimum Lot or Parcel Size (Square Feet)	Minimum Front Road Setback¹ (Feet)	Minimum Side Road Setback² (Feet)	Minimum Side Yard Setback² (Feet)	Minimum Rear Yard Setback (Feet)	Maximum Building Height³ (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Single family attached	20	1,600	BLDG: 10	BLDG: 10	BLDG: 10	10	40	65%	20%
			FLG: 20	SLG: 10	FLG: 20				
Multi-family dwellings ⁴	-	10,000	15	10	10	20	60	50%	25%
Assisted living facilities	-	-	20	20	20	20	75	50%	25%
Foster care facilities and group homes	50	3,500	BLDG: 10	BLDG: 10	BLDG: 10	10	40	60%	25%
			FLG: 20	SLG: 10	FLG: 20				
1. BLDG = Building without front-loading garage, or portion of building without front-loading garage. FLG = Front Loading Garage.									
2. BLDG = Building without side-loading garage, or portion of building without side-loading garage. SLG = Side Loading Garage. No setback is required for single family attached dwelling units along the shared wall.									
3. The maximum building height for buildings abutting lots containing single family detached dwellings shall be 40 feet, regardless of the number in this column.									
4. For multi-family developments, setbacks shall be measured from the boundary of the parcel. No other setbacks apply to buildings within the parcel, except buildings are subject to building separation requirements in the Florida Building Code and fire safety codes.									

TABLE 3-9: R-2 DISTRICT NON-RESIDENTIAL STANDARDS

Non-Residential Use Type	Minimum Parcel Size (Square Feet)	Minimum Parcel Width (Feet)	Minimum Front Setback (Feet)	Minimum Side Road Setback (Feet)	Minimum Side Yard Setback (Feet)	Minimum Rear Setback (Feet)	Maximum Building Height² (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Religious uses	43,560	100	20	20	30	30	50	35%	25%
Educational uses	43,560	100	20	20	30	30	40	35%	25%
Recreational	N/A	-	15	15	15	15 ¹	40	30%	40%
Residential Amenity Center	20,000	-	20	30	30	30 ¹	30	40%	25%
Conservation uses	-	-	-	-	-	-	-	-	-

1. No setback required if abutting a lake or open space tract.

2. All mechanical equipment located on rooftops must be screened by parapets or other architectural features.

(3) Accessory Structures. Unless otherwise specified below, accessory structures shall not exceed 25 feet in height, and shall meet all setback requirements of the principal structure.

(4) The following structures are subject to the following requirements:

(i) Fences and walls.

1. Setbacks. The minimum front setback for fences and walls is 10 feet. Except for decorative edge treatments permitted below, fences and walls shall be set back at least three (3) feet from the nearest face of the structure.
 - a. Decorative edge treatments, which may include decorative fencing or walls, are permitted for a group of residences developed under a common plan of development, but will not be permitted on a lot-by-lot basis. Decorative edge treatments permitted under this section may be located in front of a residence, shall not encroach on any right of way, and shall not exceed 3 feet in height.
 - b. Fences and walls are not subject to any other setback requirements.
2. The maximum height of a wall or fence shall be 6 feet.

(ii) Swimming pools, screen enclosures, pool decks, spas, cabanas, saunas, and patios.

1. For single family detached dwelling units, these structures are only permitted in the rear yard.
2. The minimum side road, side yard, and rear setbacks are 3 feet, except:
 - a. Screen enclosures are permitted along the attached side of attached dwelling units.

(iii) Detached Garages.

1. Detached garages shall only be permitted as part of a common plan of development. The minimum setback is 10 feet.

Section 2: Civic District (CV)

- A) Permitted Uses.** Uses permitted within the CV District are identified in Table 3-20: Permitted Uses.
- B) Intensity.** Intensity for all non-residential uses: maximum FAR is 1.5.
- C) Requirements.** Development in CV is subject to the standards found in Table 3-10 below.

TABLE 3-10: CV DISTRICT STANDARDS

Use Type	Minimum Front Setback (Feet)	Minimum Side Road Setback (Feet)	Minimum Side Yard Setback (Feet)	Minimum Rear Setback (Feet)	Maximum Building Height ¹ (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Religious uses	15	15	15	10	50	35%	25%
Educational uses	15	15	15	10	50	35%	25%
Recreational uses	15	15	10	10	50	30%	50%
Conservation uses	-	-	-	-	-	-	-
Civic Uses	20	15	15	10, or if abutting residential, 25	50	30%	25%
Conservation uses	-	-	-	-	-	-	-

1. All mechanical equipment located on rooftops must be screened by parapets or other architectural features.

D) Accessory Structures. Accessory structures shall be permitted pursuant to the requirements below:

- (a) Unless otherwise specified below, accessory structures shall not exceed 30 feet in height, and shall meet all setback requirements of the principal structure.
- (b) The following structures are subject to the following additional requirements:
 - (i) Fences and walls.
 1. The minimum front setback for fences and walls is 10 feet. Fences and walls are not subject to any other setback requirements.
 2. The maximum height of a wall or fence shall be 6 feet.

Section 3: Mixed Use (MU)

A) Permitted Uses, Density and Intensity. Uses permitted within the MU District are identified in Table 3-20: Permitted Uses.

(1) Density for all residential uses.

(a) Minimum gross density is 4 units per gross acre, and the maximum gross density is 16 dwelling units per gross acre, excluding accessory dwelling units.

(i) Accessory dwelling units are not counted towards the maximum gross density.

(ii) The maximum gross density for Continuing Care and Assisted Living Facilities may be calculated as follows: 34 beds per acre.

(b) Bonus densities may be permitted up to 8 dwelling units per acre pursuant to Section 3.3.2: Bonus Density.

(2) Accessory dwelling units.

(a) Each single family dwelling unit may have one accessory dwelling unit.

(b) Mobile homes are not permitted as accessory dwelling units except in mobile home subdivisions.

(3) Intensity for all non-residential uses: maximum FAR is 3.0.

(4) A mix of non-residential and residential uses may be developed on the same parcel, and may be integrated vertically or horizontally. On a parcel with mixed use, both density and intensity shall be calculated based upon the gross acreage. The maximum amount of allowed non-residential development is not affected by the amount of allowed residential development on a parcel; the maximum amount of allowed residential development is not affected by the amount of allowed non-residential development on a parcel.

B) Requirements.

(1) General Requirements. Development in MU is subject to the standards found in Tables 3-11 and 3-12 below.

(a) Building Height.

(i) The maximum building height in the MU District is 120 feet, except:

1. The maximum building height in the MU District within 100 feet of the R-1 District is 50 feet.

2. The maximum building height for development in the MU District within 100 feet of R-2 District is 70 feet.

(ii) All mechanical equipment located on rooftops must be screened by parapets or other architectural features.

(b) The minimum rear setback for development abutting residential zoning districts is 25 feet. All other development shall have a minimum setback of 10 feet.

(2) Non-residential. Non-residential development in the MU District is subject to the following requirements.

- (a) Standards for uses under 20,000 square feet.
 - (i) Front setback:
 - 1. Minimum 20 foot from lot line.
 - 2. Minimum 20 foot building separation.
 - (ii) Side Setback.
 - 1. Minimum 10 foot from lot line.
 - 2. Minimum 20 foot building separation.
 - (iii) Rear Setback:
 - 1. Minimum 10 foot from lot line.
- (b) Standards for uses 20,000 square feet or more are in Table 3-12.
- (c) Setbacks shall be measured from the boundary of the parcel. No other setback standards apply to buildings within the parcel, except buildings are subject to building separation requirements in the Florida Building Code and the fire safety code.

TABLE 3-11: MU DISTRICT RESIDENTIAL STANDARDS

Residential Use Type	Minimum Lot Width Per Dwelling Unit (Feet)	Minimum Front Setback¹,² (Feet)	Minimum Side Road Setback²,³ (Feet)	Minimum Side Yard Setback^{2,3} (Feet)	Minimum Rear Yard Setback² (Feet)	Maximum Building Height (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Single family attached dwellings	20	BLDG: 5	BLDG: 5	BLDG: 5	10	50	70%	20%
		FLG: 20	SLG: 20	SLG: 20				
Multi-family dwellings	-	5	20	10	20	100	50%	25%
Assisted living facilities	-	5	20	10	20	100	50%	25%
<p>1. BLDG = Building without front-loading garage, or portion of building without front-loading garage. FLG = Front Loading Garage.</p>								
<p>2. For multi-family developments, setbacks shall be measured from the boundary of the parcel. No other setbacks apply to buildings within the parcel, except buildings are subject to building separation requirements in the Florida Building Code and fire safety codes.</p>								
<p>3. BLDG = Building without side-loading garage, or portion of building without side-loading garage. SLG = Side Loading Garage. No setback is required for single family attached dwelling units along the shared wall.</p>								

TABLE 3-12: MU DISTRICT NON-RESIDENTIAL STANDARDS

Non-Residential Use Type	Minimum Parcel Size (Square Feet)	Minimum Front Setback (Feet)	Minimum Side Setback (Feet)	Minimum Rear Setback (Feet)	Minimum Building Separation (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Religious uses	43,560	20	10	10	20	35%	25%
Educational Uses	43,560	20	10	10	20	35%	25%
Recreational Uses	-	20	10	10	20	30%	60%
Conservation uses	-	-	-	-	-	-	-
Commercial Uses	-	20	10	10	20	45%	25%
Medical Uses	-	20	10	10	20	45%	25%
Sexually oriented business	-	30	10	10	20	35%	25%
Civic Uses	-	20	10	10	20	30%	25%
Light industrial uses	-	30	10	10	20	50%	25%
Institutional uses	-	10	10	10	20	35%	25%
Commercial recreation uses	-	20	10	10	20	35%	25%
Agricultural uses	-	-	-	-	-	-	-
Essential facilities and services	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-
1. Buildings separated from residential zoning districts by a road or canal are not considered adjacent to residential zoning districts.							

- (1) Accessory Structures.** Accessory structures shall be permitted pursuant to the requirements below:
- (a) Unless otherwise specified below, accessory structures are subject to the same setback and height requirements as the principle structure.
 - (b) The following structures are subject to the following additional requirements:
 - (i) Fences and walls.
 - a. The minimum front setback for fences and walls is 10 feet. Fences and walls are not subject to any other setback requirements.
 - b. The maximum height of a wall or fence shall be 6 feet.
 - (ii) Swimming pools, screen enclosures, pool decks, spas, cabanas, saunas, and patios.
 - a. For single family attached residential uses, these structures are only permitted in the rear yard.

- b. The minimum side road, side yard, and rear setbacks for a screen enclosure are 5 feet, unless the screen enclosure is adjacent to a lake or open space tract, in which case the minimum side road, side yard, and rear yard setbacks are 3 feet from the lake or open space tract.
 - c. Except for screen enclosures, the minimum side road, side yard, and rear setback is 3 feet.
- (iii) Detached Garages.
- 1. Detached garages shall have minimum side road, side yard, and rear setbacks of 10 feet.

Section 4: Town Center District (TC)

B) Permitted Uses Density and Intensity.

- (1) Uses permitted within the TC District are identified in Table 3-20: Permitted Uses.
- (2) Density for all residential uses.
 - (a) The minimum gross density is 4 units per gross acre, and the maximum gross density is 16 dwelling units per gross acre.
 - (i) Accessory dwelling units are not counted towards the maximum gross density.
 - (ii) The maximum gross density for Continuing Care and Assisted Living Facilities may be calculated as follows: 34 beds per acre.
 - (b) Bonus densities may be permitted up to 8 dwelling units per acre pursuant to Section 3.3.2: Bonus Density.
- (3) Intensity for all non-residential uses: maximum FAR is 3.0.

C) Requirements.

- (1) General Requirements. Development in TC is subject to the standards found in Tables 3-13 and 3-14 below.
 - (a) Building Height.
 - (i) The maximum building height in the TC District is 150 feet, except:
 - 1. The maximum building height for development in the TC District within 120 feet of the R-1 District is 50 feet.
 - 2. The maximum building height for development in the TC District within 100 feet of R-2 District is 70 feet.
 - (ii) All mechanical equipment located on rooftops must be screened by parapets or other architectural features.
 - (b) Building Separation.
 - (i) For every 400 feet of continuous building frontage there must be 40 feet of separation. The building separation requirement is a total footage requirement and may be broken into smaller

increments. All development is subject to building separation requirements in the Florida Building Code and fire safety codes.

TABLE 3-13: TOWN CENTER RESIDENTIAL STANDARDS

Residential Use Type	Minimum Lot Square Footage Per Dwelling Unit	Minimum Lot Width Per Dwelling Unit (Feet)	Minimum Front Setback ^{1, 2} (Feet)	Minimum Side Road Setback ^{2, 3} (Feet)	Minimum Side Yard Setback ^{2, 3} (Feet)	Minimum Rear Yard Setback ² (Feet)	Maximum Building Height (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Single family attached dwellings	1,600	16	BLDG: 5	BLDG: 5	BLDG: 5	10	50	60%	25%
			FLG: 20	SLG: 20	SLG: 20				
Multi-family dwellings	-	-	5	20	10	20	100	50%	25%
Assisted living facilities	-	-	5	20	10	20	100	50%	25%

1. BLDG = Building without front-loading garage, or portion of building without front-loading garage. FLG = Front Loading Garage.

2. For multi-family developments, setbacks shall be measured from the boundary of the parcel. No other setbacks apply to buildings within the parcel, except buildings are subject to building separation requirements in the Florida Building Code and fire safety codes.

3. BLDG = Building without side-loading garage, or portion of building without side-loading garage. SLG = Side Loading Garage. No setback is required for single family attached dwelling units along the shared wall.

TABLE 3-14: TOWN CENTER NON-RESIDENTIAL STANDARDS

Non-Residential Use Type	Minimum Front Setback for Buildings (Feet)	Minimum Side Setback (Feet)	Minimum Rear Setback (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Recreational Uses	10	10	10	50%	60%
Conservation Uses	-	-	-	-	-
Commercial Uses	5	10	10	55%	25%
Medical Uses	5	10	10	55%	25%

TABLE 3-14: TOWN CENTER NON-RESIDENTIAL STANDARDS

Non-Residential Use Type	Minimum Front Setback for Buildings (Feet)	Minimum Side Setback (Feet)	Minimum Rear Setback (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Civic Uses	5	10	10	35%	25%
Sexually oriented business	35	10	10	50%	25%
Light industrial uses	30	10	10	50%	25%
Institutional uses	10	10	10	50%	25%
Commercial recreation uses	10	10	10	50%	25%
Agricultural uses	-	-	-	-	-
Essential facilities and services	-	-	-	-	-
Utilities	-	-	-	-	-

Section 5: Open Space and Recreation (OSR)

A) Permitted Uses Density and Intensity.

- (1) Uses permitted within the OSR District are identified in Table 3-20: Permitted Uses.
- (2) Intensity for all non-residential uses: maximum FAR is 0.25.

B) Requirements. Development in OSR is subject to the standards found in Table 3-16, below.

TABLE 3-16: OPEN SPACE AND RECREATION STANDARDS

Use Type	Minimum Parcel Size (Square Feet)	Minimum Parcel Width (Feet)	Minimum Front Setback	Minimum Side Road Setback	Minimum Side Yard Setback	Minimum Rear Setback	Maximum Building Height
Recreational uses							
Neighborhood Parks	-	-	15	15/15	15	15	40
Conservation uses	-	-	-	-	-	-	-
Civic uses	-	-	5	10	10	35%	25%

Section 6: Medical District (MD)

D) Permitted Uses, Density, and Intensity. Uses permitted within the MD District are identified in Table 3-20: Permitted Uses.

(1) Minimum gross density is 4 units per gross acre, and the maximum gross density is 16 dwelling units per gross acre. Accessory dwelling units are not counted towards the maximum gross density.

(2) Intensity for all non-residential uses types: Maximum FAR is 3.0.

(3) Accessory uses to a hospital or medical use include, but are not limited to:

- (a) Newstand
- (b) Giftshop
- (c) Cafeteria
- (d) Religious Use or Place of Worship

E) Conflict. If this section conflicts with another section of these LDRs, the provisions within this section shall apply to the extent of the conflict.

F) Limitation on certain uses. Hospitality Houses for patients (and/or patients' families); food service, restaurants, and cafes, including those with live entertainment (but excluding those with drive through service); and restaurants and cafes with drive through service are permitted within the MD District but may not exceed 10,000 total square feet within the district.

G) Requirements. Development in MD District is subject to the standards found in Tables 3-17, below.

TABLE 3-17: MD DISTRICT STANDARDS

Use Type	Minimum Parcel Size ¹ (Acres)	Minimum Parcel Width	Minimum Front Setback	Minimum Side Setback - Collector	Minimum Side Setback -	Minimum Rear Setback (Feet)	Maximum Building Height ³ (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
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		(Feet)	(Feet)	or Arterial Road (Feet)	Local Road (Feet)				
Hospital	1	200	35	25	10	20	200 ²	60%	25%
All Other Uses in MD District	1	200	35	25	10	20	120	60%	25%

1. There is no minimum size requirement for development parcels created by metes and bounds, provided there is unity of control with parent development parcel.
2. For any portion of a hospital within 200 feet of the R-2 District, the maximum height is 150 feet.
3. All mechanical equipment located on rooftops must be screened by parapets or other architectural features.

Section 7: Planned Development (PD)

- A)** In lieu of proceeding under the standards above, a parcel or property owner may propose project-specific standards as a Planned Development (PD). PDs must be consistent with the land use types and densities and intensities of the underlying future land use category consistent with the Comprehensive Plan and other Articles of these LDRs. PDs shall be allowed in all Future Land Use Categories as Zoning Districts, and may allow for all uses. PDs shall be processed as Rezoning, subject to City Council Approval.
- B)** Requirements:
 - (1)** Design Guidelines. Developer must submit design guidelines that will govern development within the PD and address any standards that differ from the standards in these LDRs.

ARTICLE 3.2 Overlays

Section 1: Solar Energy Overlay. Primary Solar Facilities and accessory solar facilities shall be allowed within the Solar Energy Overlay pursuant to the requirements of the Comprehensive Plan.

Section 2: M Canal Overlay. Vertical development is prohibited within the M Canal right of way. Further, vertical development is prohibited north of the M Canal right of way and within 80 feet to the south of the M Canal right of way. This does not prohibit vertical development in M Canal right of way related to the operation and maintenance of the M Canal.

Section 3: Single Family Overlay. Multi-family dwellings shall be prohibited within 400 feet of the southern boundary of the City from its eastern boundary to the eastern edge of the Downtown Mixed Use Future Land Use category as depicted on the City of Westlake Official Zoning Map. Only single family attached and single family detached dwelling units shall be allowed in this area.

Section 4: Southeast Buffer Overlay. Only buffers may be constructed within the Southeast Buffer Overlay.

ARTICLE 3.3 Special Use Standards

Section 1: Neighborhood Centers. Neighborhood Centers are permitted in R-1 and R-2 zoning districts as part of site plan approval consistent with the requirements below.

- A) Uses within a Neighborhood Center are limited to:**
 - (1) Religious Uses
 - (2) Vocational or Technical Schools
 - (3) Child or Adult Care Centers
 - (4) Small-Scale Civic Uses
 - (5) Retail Sales or Service.
 - (6) Motor Vehicle Repair and/or service establishments, gasoline stations, and car washes
 - (7) Office
 - (8) Food Service, Restaurants, and Cafes, including those with live entertainment (but excluding those with drive through service Restaurants and cafes with drive through service)
 - (9) Microbreweries
 - (10) Medical office
 - (11) Essential Facilities and Services
 - (12) Uses accessory to permitted uses
 - (13) Clubhouses and amenity centers
- B) Any use not listed may be permitted as a conditional use subject to Comprehensive Plan compatibility requirements.**
- C) Stand-alone religious and educational uses (including vocational and technical schools, and child or adult care centers) cannot be neighborhood centers unless accompanied by at least one other use.**
- D) Requirements.** – Neighborhood Centers are subject to the standards found in Table 3-18 below. In addition Neighborhood Centers in R-1 must be a minimum of 3 acres and a maximum of 10 acres. Neighborhood Centers in R-2 must be a minimum of 3 acres and a maximum of 15 acres.

TABLE 3-18: NEIGHBORHOOD CENTER STANDARDS

Uses¹	Minimum Front Setback (Feet)	Minimum Side Setback (Feet)	Minimum Rear Setback (Feet)	Maximum Building Height² (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Religious uses	15	30	30	50	35%	30%
Educational uses	15	20	25	40	35%	30%
Small Scale Civic Uses	15	20	25	35	35%	30%
Retail sales or service	15	20	25	35	35%	30%

Food Service except as follows:	15	15	25	35	35%	30%
Restaurants and cafes with drive through service	25	30	30	35	35%	30%
1. Accessory uses shall adhere to the same height and setback requirements as the primary use. 2. All mechanical equipment located on rooftops must be screened by parapets or other architectural features.						

Section 2: Voluntary Bonus Density Program.

- A)** Developers may elect to use the Voluntary Bonus Density Program. Developers that meet the criteria in this section will be granted density bonuses over the maximum gross densities in accordance with the following limits set forth in Table 3-19, below:

TABLE 3-19: AVAILABLE BONUS DENSITIES

District	Available Bonus Density
R-1	4 Dwelling Units/Acre
R-2	8 Dwelling Units/Acre
MU	8 Dwelling Units/Acre
Town Center	8 Dwelling Units/Acre

- B)** In order to be granted bonus densities, developers will guarantee Affordable or Workforce Housing, or Senior Housing be provided consistent with the following requirements:

(1) Affordable or Workforce Housing.

(a) Required percentage of bonus housing units.

(i) At the time of initial sale or rental:

1. 25% of all bonus housing units will be affordable to moderate-income households of 4 persons, or
2. 50% of all bonus housing units will be affordable to middle-income households of 4 persons.

(ii) Phased Development. Affordable and workforce housing units must be provided in the same phase as the bonus density housing.

(b) Developers shall demonstrate that the initial sale or rental is affordable to the appropriate income category (moderate-income or middle-income) based on professionally acceptable methodologies and the following parameters:

(i) For purchase:

1. A down payment not exceeding 10% of the total unit value;
2. A household size of 4 persons (or less)

3. A 30-year fixed rate mortgage based on the most recent six-month period as provided by the Federal Housing Finance Agency
 4. Estimates of tax, utility, and insurance costs.
- (ii) For Rental:
1. A household size of 4 persons (or less)
 2. Rental prices based on the annual Florida Housing Finance Corporation Multi-Family Rental Figures, adjusted for the number of bedrooms.
 3. Estimates of utility and insurance costs.
 4. Rental price to remain affordable for at least 5 years.
- (c) The timing for construction of affordable or workforce bonus housing units would be such that the maximum gross density for the project, unadjusted for the density bonus units, would not be exceeded until the affordable or workforce units have been constructed.
- (2) Senior Housing. Development must demonstrate at least 50% of the housing will be age-restricted to persons aged 55 and older.
- C)** Workforce and affordable bonus housing units shall be marketed in the same manner as the market-rate units within a development.
- D)** Affordability Requirements: All required Work Force Housing units (WFH) shall be offered for sale at an attainable housing cost for each of the targeted income ranges. The sale prices shall be updated annually by the Planning and Zoning Director or his or her designee, with the sales prices based on the AMI, and the household income limits for PBC (West Palm Beach/Boca Raton metropolitan statistical area) for a family of four, which pricing shall not be adjusted based on the number of occupants, as published annually by HUD (sale price: household income figure multiplied by three and priced at the middle of each of the four WFH income categories).
- (1) Prior to final approval by the Planning and Zoning Director, at the time of site plan for each residential parcel containing Work Force Housing units (WFH), the property owner shall identify each required WFH unit within that residential parcel.
 - (2) The deed for each Work Force Housing units (WFH) sold shall include restrictions requiring
 - (a) that all identified WFH units be sold or resold only to qualified households in the applicable targeted income range at an attainable housing cost for each of the targeted income ranges;
 - (b) that these restrictions remain in effect for a total of 10 years from the date of the certificate of occupancy for each unit; and,
 - (c) that in the event a unit is resold before the 10-year period concludes, the covenant remains in place until the expiration of the original 10-year period.
 - (3) Release of Obligation to Construct Work Force Housing units (WFH) For-Sale Units It is not the intent of the WFH provisions to require a developer to commence construction on a WFH for sale unit for which a valid and binding contract for purchase between developer and buyer has not been executed. It is intended that all WFH units will be marketed in the same manner as the market-rate units within the

development. In the event a WFH unit eligible for contract has been available for purchase for a period not less than 180 days and no contract to purchase that unit has been executed during the 180 day period, and is located within a residential parcel or Phase in which not less than 80% of the market rate units have binding purchase contracts, then that specific WFH unit shall be eligible to be released from the WFH obligations indicated in the Applicable Site Plan. When a WFH unit is not purchased in accordance with the provision above, the developer shall make an in lieu payment to the City pursuant to the following:

- (a) An amount equal to one half of the differential between the WFH unit cost and the contract price not to exceed \$40, 000 per unit.
 - (b) "Available for purchase" shall be defined as:
 - (c) Written notice is provided to the Planning and Zoning Director that developer has a project approved which requires the construction of WFH units and the developer is ready to commence sales of the required WFH unit within the development. The written notice shall include the location of the subject property, the location of the sales office, the hours of the sales office, the floor plan and construction specifications for the WFH unit available for contract; and the pricing of the WFH unit available for contract;
 - (i) Developer shall include in the sales office displays and WFH unit promotional brochures produced as of and during the entire duration of the build-out of the project until all WFH units required have been sold and/or released according to this condition;
 - (ii) The inclusion of informational packets in the sales center for those interested in purchasing a WFH unit which provides the qualification standards, where to go to get qualified, and other relevant information regarding the WFH units. This packet shall be provided by or approved by the City prior to placement on the sales floor;
 - (iii) At the time the WFH units become available for purchase the developer shall provide to the Planning and Zoning Director proof of out-reach to local housing advocacy groups and others on the interested parties list; and,
 - (iv) The developer acts in good faith to market and sell the unit during the term of the project until such time as all WFH units are sold or released pursuant to this condition.
 - (d) In the event of default by the purchaser of a for sale Work Force Housing units (WFH), after execution of a binding contract, the subject WFH shall return as available for sale for the remainder of the applicable 180-day sale period.
 - (e) Nothing in these conditions requires the developer to provide and/or guarantee financing for any applicant for a Work Force Housing units (WFH). The Developer is not required to aid in the purchase and/or financing of the WFH unit.
- (4) On an annual basis, beginning November 1, 2018, or as otherwise stipulated, the owner of the Work Force Housing units (WFH) shall submit to the Planning Director, or designee, on a form provided by the City, an annual report containing information and documentation to demonstrate continued compliance with the WFH and a copy of any monitoring information provided to and received from the appropriate funding agency/source.

- E) Development incorporating bonus density housing units will meet all applicable Comprehensive Plan requirements.
- F) Design flexibility.
 - (1) The City may deviate from parcel size, setback, landscaping, parking, height, and other standards to encourage developers to engage in the voluntary density bonus program. The City will not authorize deviations from standard LDR requirements that would result in detrimental effects to the public’s health, safety, or welfare.
- G) The developer shall have the obligation to demonstrate compliance with the density bonus program and shall provide documentation to the City evidencing such compliance pursuant to any requirements in the development order.

ARTICLE 3.4 Uses

A) Interpretation of Use Tables.

- (1) **Materially Similar Uses.** The City Manager or designee may determine that a use is materially similar if a permitted use is sufficiently similar to a use classified below, and may rely on:
 - (a) American Planning Association Land-Based Classification Standards (LBCS)
 - (b) North American Industrial Classification System (NAICS)
 - (c) Institute of Transportation Engineers (ITS) Trip Generation Guide

B) Permitted Uses. The uses permitted in each zoning district are shown below in Table 3-20: Permitted Uses. Table 3-20: Permitted Uses does not apply to PDs.

TABLE 3-20: PERMITTED USES

(Excludes PDs)

	R-1	R-2	CV	MU	TC	OSR	MD
Residential Use Types:							
Single family attached dwellings	P	P		P	P		
Single family detached dwellings	P	P					

TABLE 3-20: PERMITTED USES

(Excludes PDs)

	R-1	R-2	CV	MU	TC	OSR	MD
Mobile homes	P						
Accessory dwelling units	P	P		P			
Multi-family dwellings		P		P	P		
Assisted living facilities		C		P	P		P
Foster care facilities and group homes		C					
Religious Uses:							
Religious Uses	C	C	P	P			P
Educational Uses:							
Public or Private Primary and Secondary Schools			P	P			
Vocational and Technical Schools			P	P			P
Colleges and Universities			P	P			
Child or Adult Care Center	C	C	P	P			P
Recreational Uses:							
Neighborhood Parks	C	P	P	P		P	
Community Parks			P	P		P	
Amenity Center	P	P		P			
Commercial recreation uses				P		P	
Outdoor amphitheaters				P	P		

TABLE 3-20: PERMITTED USES

(Excludes PDs)

	R-1	R-2	CV	MU	TC	OSR	MD
Stadiums, Arenas, and Sports Complexes			P	P		P	
Golf Courses	C	C				P	
Conservation Uses:							
Conservation uses	P	P	P	P		P	
Civic Uses:							
Civic uses (see definition in Chapter 1)			P	P		P	
Commercial Uses:							
Retail Sales or Service				P	P		
Athletic Training Facility				P			
Neighborhood Center	P	P					
Hotels, motels, other accommodation services				P	P		
Motor vehicle repair and/or service establishments, gasoline stations, and car washes.				P			
Bars and Night Clubs include those with live entertainment open to the general public				P	P		
Bowling Alleys, Billiards, Miniature Golf, and similar				P	P		

TABLE 3-20: PERMITTED USES

(Excludes PDs)

	R-1	R-2	CV	MU	TC	OSR	MD
indoor or outdoor recreational facilities							
Museums, Art Gallery, Auditorium, theatres including open air theaters and cinemas, and similar cultural uses.				P	P		
Funeral Homes, Crematorium, Mausoleum, Death care services				P			
Office				P	P		P
Veterinary (including indoor overnight stays only for patients that require overnight care as a result of a medical procedure)				P	P		
Overnight Kennel, including kennels ancillary to veterinary services				C			
Food Service, Restaurants, and cafes, including those with live entertainment (but excluding those with drive through service)				P	P		P
Restaurants and cafes with drive through service				P	P		

TABLE 3-20: PERMITTED USES

(Excludes PDs)

	R-1	R-2	CV	MU	TC	OSR	MD
Mobile food services				P	P		P
Microbreweries or Craft Brewery (Beer & Cider)				P	P		
Craft Distillery (Spirits)				P	P		
Self-Storage Facility				P			
Sexually oriented business				C			
Medical Uses:¹							
Hospital							P
Pharmacy and Dispensary				P	P		P
Medical or Dental Office				P	P		P
Behavioral Health Center							P
Inpatient Rehabilitation Center							P
Free Standing Emergency Department							P
Medical marijuana dispensary							P
Emergency Department (Linked to Hospital)							P
Child Birth Center							P
Surgical Facilities (excluding in-office dental and eye surgical facilities)							P

TABLE 3-20: PERMITTED USES

(Excludes PDs)

	R-1	R-2	CV	MU	TC	OSR	MD
Cardiac Catheterization Laboratory							P
Chemotherapy and Radiation/Cancer Center Treatment							P
Medical Infusion Center							P
Hyperbaric Oxygen and Wound Care Treatment Facility							P
Imaging, Diagnostic, Therapeutic, and Laboratory Services							P
Proton Center							P
Urgent Care Center							P
Hospitality House for Patients (and/or Patients' Families)				P	P		P
Light Industrial Uses							
Light industrial uses				P			
Other Uses:							
Institutional uses not otherwise listed in this table or prohibited uses table				P			P
Agricultural uses (FLU Policy 1.2.2)			C			C	
Essential facilities and services	P	P	P	P	P	P	P
Utilities	P	P	P	P	P	P	P

Seventh Order of Business

City of Westlake



FISCAL YEAR 2020

TENTATIVE BUDGET

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Date: September 18, 2019
To: Honorable Mayor and City Council
From: Ken Cassel, City Manager
RE: Fiscal Year 2020 Annual City Budget

In accordance with Section 10, Subsection C (d) of the City Charter, it is with pleasure that I present the City's third budget since incorporation for the Fiscal Year 2020, which begins October 1, 2019 and ends September 30, 2020. Included in this budget are financial tables, graphs and documentation regarding accomplishments and future needs of the City. This information provides historical information regarding past millage rates, revenues and expenses as well as the projected needs for the future.

The challenge in presenting the City's budget in the typical budget produced by most municipalities is the difference between a governmental entity with employees and a fully contracted City. Currently there are seven contracts for services with the City. A significant effort has been made to convert contract for services into a format which depicts the number of personnel and cost associated with the various departments.

At the present time the City has two funds. Below is a brief description of the two funds:

Special Revenue Fund: is comprised of the revenue derived from the Housing Assistance Payment Plan Yearly program. This program provides funds to assist potential homeowners with down payment assistance. These potential homeowners must meet the parameters of the HAPPY program.

General Fund: is comprised of all other revenue sources and is utilized to fund the operations of the various departments. There are seven departments within the organizational structure of the City. Those departments are as follows:

- Legislative accounts for the expenses related to City Council and special events.
- City Manager accounts for the expenses related to the City Manager's office.
- Legal accounts for the expenses related to the operation of the legal department and legislative expense.
- City Clerk accounts for the expenses of the Clerk's office including legal advertising.
- Finance accounts for the expenses related to the operation of the finance department including the annual audit.
- General Administration accounts for the expenses related to the general operation of the City. These functions include but are not limited to information technology, website, administration personnel, leases, cleaning services, postage and freight, and office supplies.
- Comprehensive Planning accounts for the Engineering, Building, and Planning & Zoning departments.
- Law Enforcement accounts for the expense related to the contract services from PBSO and other Public Safety expenses.

- Roads and Street Facilities accounts for the expense related to signalization and street lighting for the portions of the roads which the City is responsible.

From a financial perspective the City continues to grow in line with the projections in the conversion and incorporation plan of 2016. The taxable value has increased one-hundred-twenty-two (122) percent over last year. This is primarily due to land sales, development of homesites, home construction and the emergency surgical center.

The General Fund can be summarized in the following table:

(\$000)	FY 19			FY 20		
	Budget	Forecast	Var.	Proposed	Incr.	% Incr.
Revenue	3,141	2,594	-547	4,107	966	31%
Use Of Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	NA
Total Funding	3,141	2,594	-547	4,107	966	31%
Expenditure – Excluding Contingency	3,051	2,567	484	4,085	1,034	34%
Contingency	<u>90</u>	<u>27</u>	<u>63</u>	<u>22</u>	<u>-68</u>	<u>-76%</u>
Total Expenditure	3,141	2,594	547	4,107	966	31%
Opening Fund Balance	651	651	NA	651	0	0%
Use Of Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	NA
Closing Fund Balance	651	651	0	651	0	0%
Closing Balance As % Of Expenditure	21%	25%	4%	16%	-5%	NA

The following observations are based on the table above.

Revenue – The revenue is up approximately 31% over last year due to the increase in taxable value maintaining the 5.125 tax (millage) rate. The Elector-Initiated Combined Conversion and Incorporation Plan in Table 15 clearly outlines the 5.125 tax (millage) rate was planned through the year 2021 in order to meet the needs of the growing City.

Expenditures – Expenditures are projected to increase by 31% due to the development growth and the need to provide services in connection with the growth.

Contingency – The miscellaneous contingency was reduced from \$90,000 in 2019 to \$22,000 for the 2020 Fiscal Year. The difference was reallocated to other sections of the budget to more accurately represent expenditures in various areas.

Closing Fund Balance – The projected closing fund balance is estimated to be \$650,662 which is less than a three-month operating reserve based on the full expenditure of the budget. A three-month operating reserve is considered to be financially healthy.

FY 2019 Highlights

- Approved the platting and development for Cresswind (POD P) for eight-hundred fifty (850) single family detached active adult subdivision with an amenity center.
- Approved the platting and development for Sky Cove (POD M) for two-hundred thirty-six single family detached subdivision.
- Approved the platting and development of Meadows for three hundred eighty-eight single family units.
- Approved the plat and site plan for the construction of the dog park.
- Approved the plat for construction of Persimmon East
- Approved the plat for the construction of waters Edge Drive (est. completion January 2020)
- Approved the plat for Ilex phase 2
- Approved the plat for construction of Kingfisher Blvd. from Town Center Parkway North to Town Center Parkway South.
- Approved the plat for the construction of Persimmon West.
- Approved the plat and development of 7-11
- Approved the plat for POD K
- FPL has completed construction of the Westlake Substation and main transmission lines.
- FPL Solar site is well under construction. Expected completion second quarter of 2020.
- Completed the adoption of seven chapters of the City's Land development regulations

The above listed items highlight how fast the city is developing year over year and demonstrates the need to ensure sufficient funding is available to cover expenses. Only with adequate foresight will we be able to keep up with the demand.

Looking forward to 2020

We anticipate a continued growth over the next year with the addition of the two additional developers (Cresswind, Sky Cove). The balance of the land development regulations will be completed. The FPL solar field and the full operation of the Westlake Substation is expected in early 2020. Currently it is anticipated that we will process between four and six plats in the commercial areas.

The faster this growth occurs the faster we can move away from the developer funding of the shortfall between tax revenue and expenses.

I would like to thank the finance staff for their diligent work in developing this budget that is before you.

It is a pleasure working with this council in making the vision of a different kind of government come into fruition.

Respectfully,

A handwritten signature in blue ink that reads "Kenneth G. Cassel". The signature is written in a cursive style with a large initial 'K'.

Kenneth G. Cassel



**City of Westlake
Fiscal Year 2020 Budget**

All Funds - Total Budget

	FY 2019			FY 2020		
	Amended Budget	Forecast	Fav / (Unfav)	Proposed Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Total Revenue	\$ 3,291,000	\$ 2,839,336	\$ (451,665)	\$ 4,256,700	\$ 965,700	29.3%
Total Fund Bal. Use / (Addition)	-	-	-	-	-	NA
Total Funding	\$ 3,291,000	\$ 2,839,336	\$ (451,665)	\$ 4,256,700	\$ 965,700	29.3%
<u>EXPENDITURES</u>						
Personnel Expenses	\$ 219,600	\$ 219,606	\$ (6)	\$ 226,200	\$ 6,600	3.0%
Operating Expenses	2,925,400	2,383,078	542,322	3,902,500	977,100	33.4%
Capital Expenses	6,000	-	6,000	6,000	-	0.0%
Contingency	90,000	26,639	63,361	22,000	(68,000)	-75.6%
Building Reserves	50,000	-	50,000	100,000	50,000	100.0%
Total Expenditures	\$ 3,291,000	\$ 2,629,323	\$ 661,677	\$ 4,256,700	\$ 965,700	29.3%



General Fund

**City of Westlake
Fiscal Year 2020 Budget**

General Fund - Summary

	FY 2019			FY 2020		
	Amended Budget	Forecast	Fav / (Unfav)	Proposed Budget	Incr. Over Budget	% Incr. Budget
<u>FUNDING</u>						
Total Revenue	\$ 3,141,000	\$ 2,593,984	\$ (547,016)	\$ 4,106,700	\$ 965,700	30.7%
Use / (Add To) Fund Balance	-	-	-	-	-	NA
Total Funding	3,141,000	2,593,984	(547,016)	4,106,700	965,700	30.7%
<u>EXPENDITURES</u>						
Personnel Expense	219,600	219,606	(6)	226,200	6,600	3.0%
Operating Expense	2,775,400	2,347,739	427,661	3,752,500	977,100	35.2%
Capital Expense	6,000	-	6,000	6,000	-	0.0%
Contingency	90,000	26,639	63,361	22,000	(68,000)	-75.6%
Building Reserves	50,000	-	50,000	100,000	50,000	100.0%
Total Expenditures	3,141,000	2,593,984	547,016	4,106,700	965,700	30.7%
<u>AVAILABLE FUND BALANCE</u>						
Opening Balance	650,662	650,662	-	650,662	-	0.0%
(Use) / Add To Fund Balance	-	-	-	-	-	NA
Closing Balance	\$ 650,662	\$ 650,662	\$ -	\$ 650,662	\$ -	0.0%
Closing Bal % Of Total Exp	20.7%	25.1%	4.4%	15.8%	-4.9%	N/A

**City of Westlake
Fiscal Year 2020 Budget**

General Fund - Source Of Funds

FUNDING

Revenue

Property Tax	\$ 238,900	\$ 241,127	\$ 2,227
Other Taxes	123,200	61,222	(61,978)
Permitting / P&Z Fees	925,000	912,109	(12,891)
Other Licenses, Permit and Fees	45,500	188,045	142,545
Developer Contribution	1,806,400	1,190,027	(616,373)
Interest Income	2,000	1,454	(546)

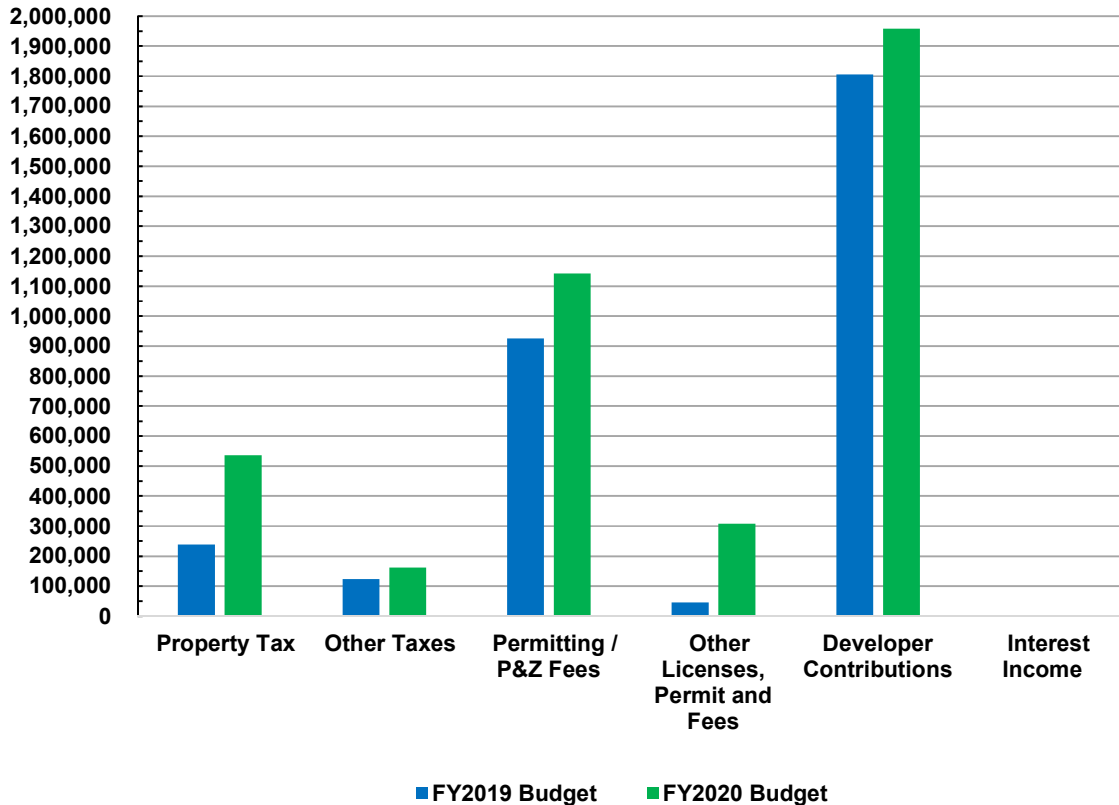
Total Revenue

Use (Add To) Fund Balance

Total Funding

	FY 2019			FY 2020		
	Amended Budget	Forecast	Fav / (Unfav)	Proposed Budget	Incr. Over Budget	% Incr. Budget
Property Tax	\$ 238,900	\$ 241,127	\$ 2,227	\$ 535,630	\$ 296,730	124.2%
Other Taxes	123,200	61,222	(61,978)	162,301	39,101	31.7%
Permitting / P&Z Fees	925,000	912,109	(12,891)	1,142,500	217,500	23.5%
Other Licenses, Permit and Fees	45,500	188,045	142,545	308,000	262,500	576.9%
Developer Contribution	1,806,400	1,190,027	(616,373)	1,958,269	151,869	8.4%
Interest Income	2,000	1,454	(546)	-	(2,000)	-100.0%
Total Revenue	\$ 3,141,000	\$ 2,593,984	\$ (547,016)	\$ 4,106,700	\$ 965,700	30.7%
Use (Add To) Fund Balance	-	-	-	-	-	NA
Total Funding	\$ 3,141,000	\$ 2,593,984	\$ (547,016)	\$ 4,106,700	\$ 965,700	30.7%

**Revenues
FY2019 Budget vs. FY2020 Budget**



**City of Westlake
Fiscal Year 2020 Budget**

General Fund - Revenue Details

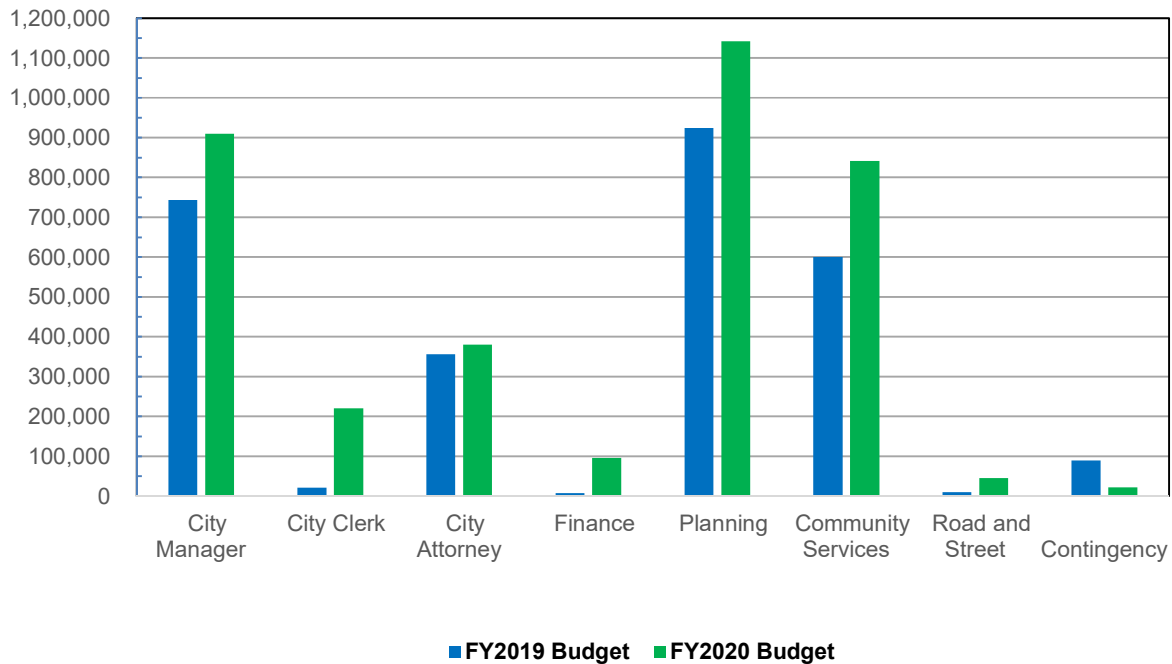
Description	FY 2018	FY 2019			FY 2020		
	Actual	Amended Budget	Forecast	Variance Fav/(Unfav)	Proposed Budget	Incr. Over Budget	% Incr. Budget
Property Tax							
Tax Receipts - Current Year	\$ 140,208	\$ 248,894	\$ 248,894	\$ -	\$ 557,948	\$ 309,054	124.2%
Tax Receipts - Discounts	(5,463)	(9,994)	(7,767)	2,227	(22,318)	(12,324)	123.3%
Total - Property Tax	134,745	238,900	241,127	2,227	535,630	296,730	124.2%
Other Taxes							
Local Option Fuel Tax	85	100	50	(50)	100	-	0.0%
Local Discretionary Sales Tax	-	800	-	(800)	-	(800)	-100.0%
Municipal Revenue Sharing	-	-	-	-	1	1	NA
Local Govt. Half Cent Sales Tax	-	400	-	(400)	2,400	2,000	500.0%
Public Service Tax-Electricity	5,578	18,000	29,985	11,985	50,000	32,000	177.8%
Public Service Tax-Water	13,874	76,800	7,000	(69,800)	69,400	(7,400)	-9.6%
Public Service Tax-Gas	-	-	6,215	6,215	10,400	10,400	NA
Communications Svcs. Tax	11,618	27,100	17,972	(9,128)	30,000	2,900	10.7%
Total - Other Taxes	31,155	123,200	61,222	(61,978)	162,301	39,101	31.7%
Permitting / Planning & Zoning							
Building	665,690	600,000	608,346	8,346	725,400	125,400	20.9%
Engineering	314,204	75,000	231,758	156,758	175,400	100,400	133.9%
Planning & Zoning	115,395	250,000	72,005	(177,995)	241,700	(8,300)	-3.3%
Total - Permitting / P&Z	1,095,289	925,000	912,109	(12,891)	1,142,500	217,500	23.5%
Other Licenses, Permit and Fees							
FPL Franchise Fee	16,538	33,300	82,879	49,579	138,100	104,800	314.7%
Occupational Licenses	5,910	5,000	5,306	306	5,300	300	6.0%
Building Reinspection Fees	8,600	1,000	13,500	12,500	10,000	9,000	900.0%
Building Surcharge Admin.Fees	1,666	-	1,403	1,403	1,800	1,800	NA
FPL TUG Program Admin.Fee	-	-	15,750	15,750	15,000	15,000	NA
Solid Waste Disposal Fees	-	-	-	-	76,600	76,600	NA
County Impact Fee Admin.Fees	52,370	-	56,029	56,029	57,100	57,100	NA
County Solid Waste Admin.Fees	1,773	-	6,458	6,458	-	-	NA
Contractor Registration Fees	4,143	4,700	5,640	940	4,100	(600)	-12.8%
Impact Fees	-	1,500	-	(1,500)	-	(1,500)	-100.0%
Lien Search Fees	333	-	475	475	-	-	NA
Other Fees	179	-	605	605	-	-	NA
Total - Other Fees	91,512	45,500	188,045	142,545	308,000	262,500	576.9%
Developer Contribution	1,019,568	1,806,400	1,190,027	(616,373)	1,958,269	151,869	8.4%
Interest Income							
Interest Income	961	2,000	1,381	(619)	-	(2,000)	-100.0%
Interest Income - Tax Collector	9	-	73	73	-	-	NA
Total - Interest Income	970	2,000	1,454	(546)	-	(2,000)	-100.0%
Total Revenue	2,373,239	3,141,000	2,593,984	(547,016)	4,106,700	965,700	30.7%

**City of Westlake
Fiscal Year 2020 Budget**

General Fund - Total Expenditures By Function

	FY 2019			FY 2020		
	Amended Budget	Forecast	Fav / (Unfav)	Proposed Budget	Incr. Over Budget	% Incr. Budget
Expenditures						
City Council	\$ 338,600	\$ 223,770	\$ 114,830	\$ 349,100	\$ 10,500	3.1%
City Manager	743,500	727,727	15,773	910,000	166,500	22.4%
City Clerk	20,600	24,106	(3,506)	219,900	199,300	967.5%
City Attorney	356,300	369,546	(13,246)	380,600	24,300	6.8%
Finance	7,000	3,225	3,775	96,100	89,100	1272.9%
Comprehensive Planning	925,000	1,142,590	(217,590)	1,142,500	217,500	23.5%
Community Services	600,000	72,473	527,527	841,500	241,500	40.3%
Road and Street Facilities	10,000	3,908	6,092	45,000	35,000	350.0%
Contingency	90,000	26,639	63,361	22,000	(68,000)	-75.6%
Building Reserves	50,000	-	50,000	100,000	50,000	100.0%
Total Expenditures	\$ 3,141,000	\$ 2,593,984	\$ 547,016	\$ 4,106,700	\$ 965,700	30.7%

FY2019 Budget vs. FY2020 Budget by Function



**City of Westlake
Fiscal Year 2020 Budget**

General Fund – City Council Department

Mission

Serves as the legislative body in accordance with the Charter and applicable statutes. The form of government is a Council Manager. The City council shall conduct regular meetings, special meetings, adopt codes and ordinances and approve the annual budget by September 30 each year by resolution.

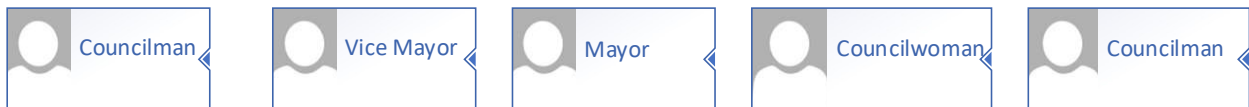
Current Year Highlights

- Approved over ten plats for future development
- Adopted ordinances for seven chapters of the City’s Land Development regulations.
- Approved the contract for Solid Waste.
- Workshopped the annual budget with the City Manager and staff.
- Approved development of Cresswind and Sky Cove in addition to Meadows.
- Approved development for the 7-11.
- Approved plats for roads and the construction thereof.

Next Year Goals

- Finish adoption of the remaining chapters of the City’s Land Development regulations.
- Approve additional plats as presented by staff.
- Approve site plans for developments in conformance with the City’s Land development Regulations

Organizational Chart



**City of Westlake
Fiscal Year 2020 Budget**

General Fund - City Council Department

Description	FY 2018	FY 2019			FY 2020		
	Actual	Amended Budget	Forecast	Variance Fav/(Unfav)	Proposed Budget	Incr. Over Budget	% Incr. Budget
Personal Services							
Mayor/Council Stipend	\$ 204,000	\$ 204,000	\$ 204,000	\$ -	\$ 210,100	\$ 6,100	3.0%
FICA	15,606	15,600	15,606	(6)	16,100	500	3.2%
Total Personal Services	219,606	219,600	219,606	(6)	226,200	6,600	3.0%
Operating Expenses							
City Events	-	75,000	-	75,000	75,000	-	0.0%
ProfServ-Legislative Expense	16,000	24,000	-	24,000	24,000	-	0.0%
Council Expenses	-	20,000	4,164	15,836	20,000	-	0.0%
Public Officials Insurance	-	-	-	-	3,900	3,900	100.0%
Total Operating Expenses	16,000	119,000	4,164	114,836	122,900	3,900	3.3%
Total Council	\$ 235,606	\$ 338,600	\$ 223,770	\$ 114,830	\$ 349,100	\$ 10,500	3.1%

**City of Westlake
Fiscal Year 2020 Budget**

General Fund – City Manager Department

Overview

The City Manager is the chief administrative officer of the City, directs and supervises the administration of all departments, offices and agencies of the City except the City Attorney, and except as otherwise directed in the City Charter. Ensures all laws and provisions of the Charter and acts of the Council are fully executed. Make recommendations to the council concerning the affairs of the City. Prepares the annual budget and capital program. Ensures the City Clerk prepares the Council agendas. Draws and signs vouchers as provided by ordinance. Provides administrative services to support the City Council. Keep council advised as to the financial condition of the City. Provide reports to council on the finances and administrative services of the City. Performs other duties as outlined in the Charter or requested by Council.

Mission

To serve the residents of the community by fulfilling duties as the legislative body through developing policies designed to successfully conduct municipal government, perform municipal functions and render municipal services.

Major Issues

- Final implementation of an IT platform that allows the various contracted departments to work as one
- Ensuring the proper level of service is maintained while minimizing the overall cost for services.
- Passage of the balance of the City's Land Development Regulations in order to move from the interim code.
- Planning for future growth of needed services and ensuring sufficient revenues to cover the growth.
- Maintaining intergovernmental cooperation with other agencies surrounding and impacting the City.
- Working with the developers and other third parties to ensure the integrity of the original vision of the City is maintained.

**City of Westlake
Fiscal Year 2020 Budget**

General Fund – City Manager Department

Current Year Highlights

- Ensured development occurred within the comprehensive master plan and current LRS's
- Initiated the implementation of a cloud-based IT system to ensure the communication between departments.
- Implemented a new document management system for the City.
- Successfully completed the drafting and approval of seven chapters of the City's Land Development regulations.
- Processed an additional ten plats for development within the City.
- Negotiated a contract with PBCSO for police services to provide full time coverage.
- Ensured the processing of all the appropriate GIS information for all properties within the City.
- Continued the implementation process of a unified building department software system
- Continued to implement administrative process that minimize processing time.

Next Year Goals

- Complete the drafting and adoption of the remaining chapters of the City's Land Development regulations.
- Review new commercial and residential plats as submitted for future development.
- Review and draft contracts for additional services as needed.
- Work with new commercial and residential developers to ensure city codes are met.
- Begin implementation of the code enforcement processes
- Improve community outreach through the appropriate combination of meetings and media.
- Improve the City Website and ensure compliance of applicable ADA requirements

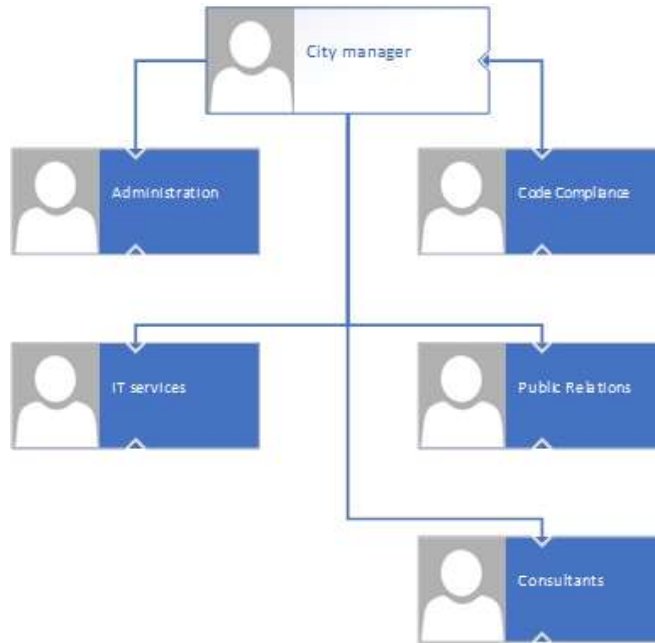
Positions

Within the City managers department there are four individuals directly involved. The Budget provides for an additional individual in addition to contract for services in the area of public relations, code compliance and other consultant as the need arises.

**City of Westlake
Fiscal Year 2020 Budget**

General Fund – City Manager Department

Organizational Chart



**City of Westlake
Fiscal Year 2020 Budget**

General Fund - City Manager Department

Description	FY 2018	FY 2019			FY 2020		
	Actual	Amended Budget	Forecast	Variance Fav/(Unfav)	Proposed Budget	Incr. Over Budget	% Incr. Budget
Operating Expenses							
Contracts - City Manager	-	-	-	-	254,600	254,600	100.0%
Prof. Services - IT Services	-	148,000	202,418	(54,418)	165,600	17,600	11.9%
Prof. Services - Consultants	18,825	40,000	14,430	25,570	88,800	48,800	122.0%
Public Relations	-	-	-	-	50,000	50,000	100.0%
Code Compliance	-	-	-	-	50,000	50,000	100.0%
Contracts - Administration	-	-	-	-	158,700	158,700	100.0%
General Government	50,097	100,000	47,879	52,121	47,900	(52,100)	-52.1%
Office Cleaning	-	-	-	-	38,400	38,400	100.0%
Telephone, Cable, Internet	3,720	7,500	18,072	(10,572)	23,100	15,600	208.0%
Office Supplies	7,365	5,000	17,100	(12,100)	17,100	12,100	242.0%
Insurance	6,000	16,500	7,120	9,380	4,000	(12,500)	-75.8%
Lease-Building	500	500	500	-	500	-	0.0%
Miscellaneous Services	-	-	460	(460)	-	-	0.0%
Late Fees	-	-	348	(348)	-	-	0.0%
Management Services	350,149	410,000	414,748	(4,748)	-	(410,000)	-100.0%
Dues, Licenses, Subscriptions	5,321	10,000	4,652	5,348	5,300	(4,700)	-47.0%
Total Operating Expenses	441,977	737,500	727,727	9,773	904,000	166,500	22.6%
Capital Expenses							
Capital Outlay	-	6,000	-	6,000	6,000	-	0.0%
Total Capital Expenses	-	6,000	-	6,000	6,000	-	0.0%
Total City Manager	\$ 441,977	\$ 743,500	\$ 727,727	\$ 15,773	\$ 910,000	\$ 166,500	22.4%

**City of Westlake
Fiscal Year 2020 Budget**

General Fund – City Clerk Department

Overview

The City Clerk position is a contract position as part of the master contract with Inframark to provide management services to the City. The contract is a fee for services based upon the scope and level of work. This is reviewed and adjusted on an annual basis within the budget process. The City pays proportionately to the amount of time required to accomplish the task of City Clerk. As the City has grown the point where a full time City Clerk is needed as well as some additional support time.

Mission

Preserve access to official public records; coordinate and administer City elections; prepare and distribute City Council agendas; respond to public records request, certify and distribute ordinances and resolutions, publish legal notices and enhance community communication through managing the new website management group.

Major Issues

- Significant need to continue organization of the electronic records management system in accordance with the applicable records retention statutes.
- Keep the City records organized and accessible to the public in accordance with applicable State Statutes.
- Update the City's website utilizing the new website management group and maintaining compliance with applicable statutes.

Current Year Highlights

- Began implementation of new electronic records management system.
- Attended FACC Webinar to Plan for the upcoming general election in 2020.

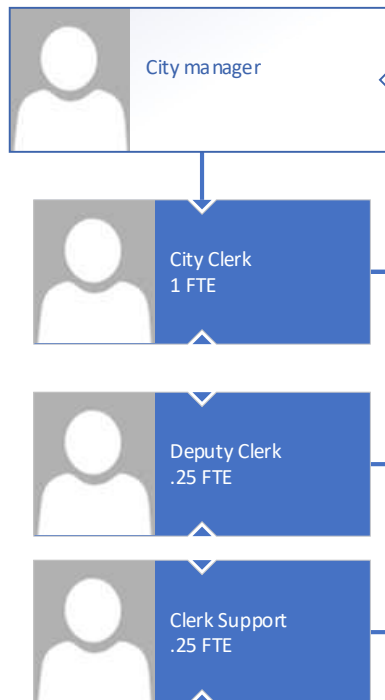
Next Year Goals

- Improve the agenda preparation process to ensure agendas are distributed to the City Council in time for review.
- Ensure the City website is updated and in compliance with ADA standards.
- Successfully run the City elections.
- Develop key contact list for property managers.
- Attend FACC Meetings and Seminars to further the growth of the City Clerk's office and streamline processes for more efficiency.

**City of Westlake
Fiscal Year 2020 Budget**

General Fund – City Clerk Department

Organizational Chart



**City of Westlake
Fiscal Year 2020 Budget**

General Fund - City Clerk Department

Description	FY 2018	FY 2019			FY 2020		
	Actual	Amended Budget	Forecast	Variance Fav/(Unfav)	Proposed Budget	Incr. Over Budget	% Incr. Budget
<i>Operating Expenses</i>							
Contracts-City Clerk	-	-	-	-	125,100	125,100	100.0%
Lease-Copier	-	-	-	-	36,800	36,800	100.0%
Advertising	33,718	12,000	15,221	(3,221)	24,100	12,100	100.8%
Website Support	5,025	6,100	6,204	(104)	18,200	12,100	198.4%
Resident Mailings	-	-	-	-	12,400	12,400	100.0%
Printing	100	1,000	1,872	(872)	1,900	900	90.0%
Postage and Freight	1,416	1,500	809	691	1,400	(100)	-6.7%
<i>Total Operating Expenses</i>	40,259	20,600	24,106	(3,506)	219,900	199,300	967.5%

**City of Westlake
Fiscal Year 2020 Budget**

General Fund – City Attorney Department

Summary

The City Attorney in accordance with the City Chartered is a contracted service.

Mission

Serves as the chief legal advisor to the City Council and Administration to ensure the City is operating in accordance with applicable statutes. Drafts and review all contractual documents between the City and various vendors and suppliers. Drafts ordinances and resolutions for the governance of the City. Work with the City Manager in the drafting of policies requested by the Council to address policy issues.

Current Year Highlights

- Completed the drafting and approval of seven chapters of the City's Land Development regulations.
- Reviewed and approved the plat language on ten new plats.
- Completed the contract negotiations and approval of the Solid Waste Contract.
- Drafted ordinances and resolutions for approval by the City Council.
- Monitored the legislature for potential impacts on the City.
- Advised City Council on plats and LDR's
- Worked with the City Manager, Planning & Zoning Director and Engineering in drafting the Land Development Regulations.

Next Year Goals

- Finish the drafting and adoption of the remaining chapters of the City's Land Development regulations.
- Process with the City Manager applications and agreement for the HAPPY program.
- Review new plat language for consistency and protection of City's interest.
- Review and draft contracts for additional services as needed.

Organizational Chart



**City of Westlake
Fiscal Year 2020 Budget**

General Fund – Finance Department

Summary

The finance department is part of the City Managers contract for services. The finance department has approximately seven personnel who work on various aspects of the financial process. These positions are Accounting Manager, Lead Accountant, Accountant, A/R Specialist, AP Manager, AP Specialist, and Payroll Specialist.

Mission

To provide the processing of all financial information for the City. Ensure all appropriate reporting is made to the appropriate agencies. Work with the outside Auditor to ensure the Audit is completed. Work with the City Manager in the preparation of the annual budget. Ensure all invoices are properly paid to vendors and various agencies. Keep accurate accounting records of the City operations.

Current Year Highlights

- Completed a clean Audit for the fiscal year of 2018
- Ensured all invoices were paid on time.
- Accounted for all funds, credits and receivables for the City.
- Filed all reports with various agencies in a timely manner.
- Prepared monthly financial reports for the City Manager and Council approval.

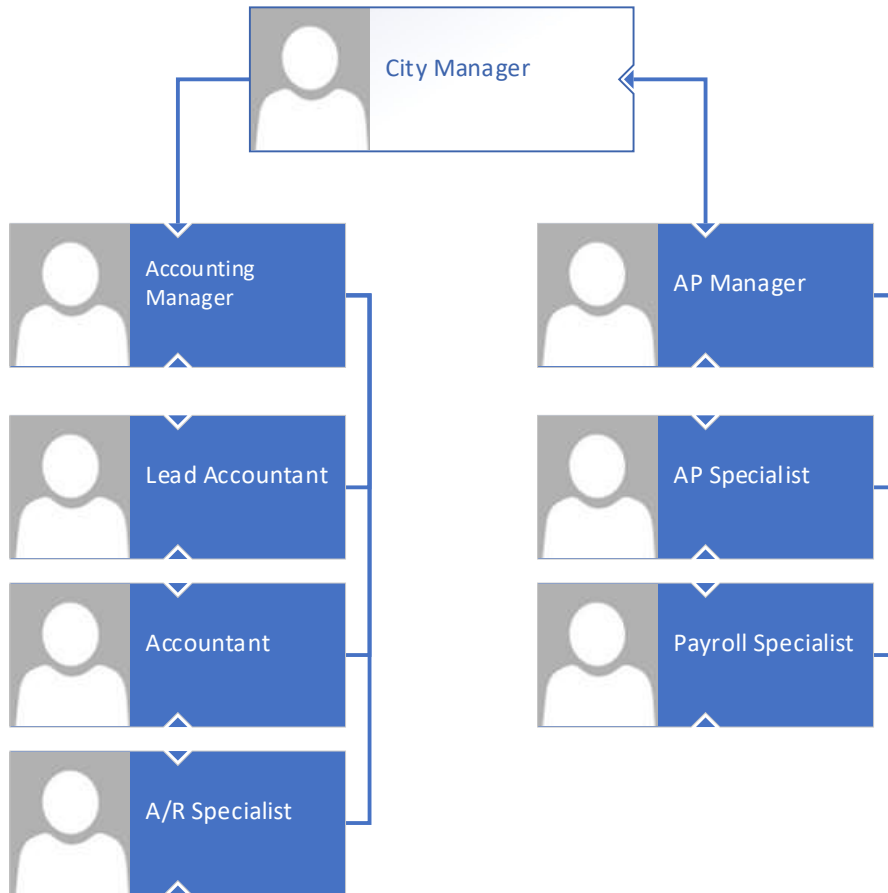
Next Year Goals

- Continue to provide accurate accounting of all City funds.
- Ensure all invoices are correct and paid on time.
- Work with the City Manager and other staff to improve the budget format and presentation.
- File all applicable financial reports on time.
- Continue to prepare monthly financial reports.

**City of Westlake
Fiscal Year 2020 Budget**

General Fund – Finance Department

Organizational Chart



**City of Westlake
Fiscal Year 2020 Budget**

General Fund – Comprehensive Planning Department

Summary

The comprehensive department is composed of three disciplines which include Building, Engineering and Planning and Zoning. These departments are contracted, and their cost is covered by the revenue generated from permit and review fees paid by the various developers. Between the three departments there are approximately twenty personnel involved in the processing, permitting, and inspections processes.

Mission

The comprehensive planning department includes the Engineering, Building and Planning & Zoning departments. These departments although separate, work together to ensure the proposed development comply with the applicable land development regulations and building codes.

Major Issues

- Final implementation, integration and migration of the development process from paper to electronic formats.
- Ensuring the new developers understand the City's processes and procedures.
- Ensuring the proper level of service and customer service is maintained.
- Participate in the drafting of the balance of the City's Land Development Regulations in order to move from the interim code.
- Planning for future growth of needed services.
- Maintain good interdepartmental communication and communication with the City Manager and the City Attorney.

Current Year Highlights

- Ensured development occurred within the comprehensive master plan and current LRS's
- Worked with the City Manager in the implementation of a cloud-based IT system.
- Successfully participated in the drafting and approval of seven chapters of the City's Land Development regulations.
- Processed an additional ten plats for current and future development.
- Coordinated with the GIS department to ensure addressing plans etc. were correct in order to process permits.
- Continued work with the implementation process of the building department software system
- Continued to evaluate administrative process and improve processing time.
- Processed review and inspections in a timely manner.

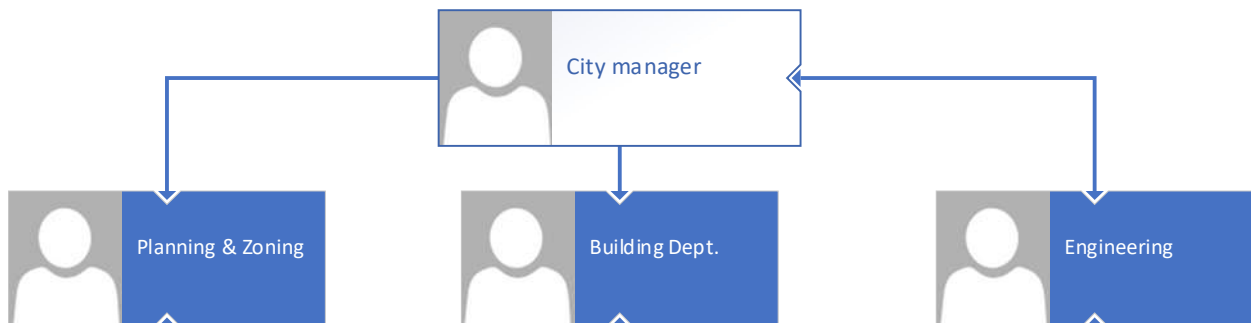
**City of Westlake
Fiscal Year 2020 Budget**

General Fund – Comprehensive Planning Department

Next Year Goals

- Participate in the drafting and adoption of the remaining chapters of the City’s Land Development regulations.
- Review new commercial and residential plats as submitted.
- Review all applications for compliance with current and proposed LDR’s
- Work with new commercial and residential developers to ensure city process are followed.
- Continue to plan and accommodate future demands for services.

Organizational Chart



**City of Westlake
Fiscal Year 2020 Budget**

General Fund – Community Services Department

Summary

The community services department is comprised of the contract with the Sheriff's office for police services, solid waste, R&M community service and parks.

Mission

- *Sheriff* - The mission of the Sheriff's department is to provide police service to the City. The current contract calls for one 24/7 deputy. In order to accomplish this coverage, it requires a total of five deputies. The contract includes dedicated officers, vehicles, dispatch. The contract also includes the supervisory personnel, K-9, detectives, crime lab, SWAT, and other resource necessary for the safety of the residents.
- *Solid Waste* – The Solid waste contract is part of the County's solid waste system. The solid waste is covered by two sources of revenue. The first is a direct bill from the City for annual service and the second component is the fee on the tax bill.
- *Community Service* – This line indicated the funds to pay for the delivery of the garbage cans and recycling containers. The operating supplies line is the projected cost of additional garbage can for the residents.

**City of Westlake
Fiscal Year 2020 Budget**

General Fund - Other Departments

Description	FY 2018	FY 2019			FY 2020		
	Actual	Amended Budget	Forecast	Variance Fav/(Unfav)	Proposed Budget	Incr. Over Budget	% Incr. Budget
City Attorney	291,387	356,300	369,546	(13,246)	380,600	24,300	6.8%
Finance							
Contracts - Finance	-	-	-	-	92,700	92,700	100.0%
Auditing Services	3,085	7,000	3,225	3,775	3,400	(3,600)	-51.4%
Total Finance	3,085	7,000	3,225	3,775	96,100	89,100	1272.9%
Comprehensive Planning							
Building	622,366	600,000	725,449	(125,449)	725,400	125,400	20.9%
Planning & Zoning	221,191	250,000	241,717	8,283	241,700	(8,300)	-3.3%
Engineering	156,719	75,000	175,424	(100,424)	175,400	100,400	133.9%
Total Planning Expense	1,000,276	925,000	1,142,590	(217,590)	1,142,500	217,500	23.5%
Community Services							
Contracts-Sheriff	36,199	550,000	72,473	477,527	677,000	127,000	23.1%
Contracts-Solid Waste	-	-	-	-	72,800	72,800	NA
R&M-Parks	-	50,000	-	50,000	50,000	-	0.0%
R&M-Community Service	-	-	-	-	26,700	26,700	NA
Operating Supplies	-	-	-	-	15,000	15,000	NA
Total Community Services	36,199	600,000	72,473	527,527	841,500	241,500	40.3%
Road and Street Facilities							
Electricity	-	10,000	3,908	6,092	45,000	35,000	350.0%
Total Road and Street Facilities	-	10,000	3,908	6,092	45,000	35,000	350.0%
Contingency	51,732	90,000	26,639	63,361	22,000	(68,000)	-75.6%
Building Reserves	-	50,000	-	50,000	100,000	50,000	100.0%
Total Other Departments	\$ 1,382,679	\$ 2,038,300	\$ 1,618,381	419,919	\$ 2,627,700	\$ 589,400	28.9%



Special
Revenue
Fund

**City of Westlake
Fiscal Year 2020 Budget**

Special Revenue Fund (Housing Assistance Program)

Description	FY 2018	FY 2019			FY 2020		
	Actual	Amended Budget	Forecast	Variance Fav/(Unfav)	Proposed Budget	Incr. Over Budget	% Incr. Budget
<u>Housing Assistance Revenue</u>							
Interest-Investments	2,348	-	6,947	6,947	-	-	NA
Housing Assistance Fee	21,000	150,000	238,405	88,405	150,000	-	0.0%
Developer Contribution	316,500	-	-	-	-	-	NA
Total Revenue	339,848	150,000	245,352	95,352	150,000	-	0.0%
<u>Expenditures</u>							
Assistance Program	56,745	138,700	35,304	103,396	138,700	-	0.0%
Administration Fee	58	11,300	35	11,265	11,300	-	0.0%
Total Expenditures	56,803	150,000	35,339	114,661	150,000	-	0.0%
Change in Fund Balance	283,045	-	210,012	(210,012)	-	-	NA
Beginning Fund Balance	-	283,045	283,045	-	493,057	210,012	74.2%
Ending Fund Balance	283,045	283,045	493,057	(210,012)	493,057	210,012	74.2%

7A

SEPTEMBER 23, 2019

RESOLUTION 2019-26

A RESOLUTION OF OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, ADOPTING THE FINAL AD VALOREM MILLAGE RATE TO BE LEVIED FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2019, AND ENDING ON SEPTEMBER 30, 2020.

WHEREAS, pursuant to applicable provisions of law, the City of Westlake has computed a final millage rate and prepared a final budget for the fiscal year beginning October 1, 2019 and ending on September 30, 2020; and

WHEREAS, a "Notice of Final Millage Rate and Final Budget Hearings" advising the public that a public hearing on the final millage rate and final budget would be held on September 23, 2019, at 6:30 pm in the Westlake Community Center, located at 4005 Seminole Pratt Whitney Road, in Loxahatchee, Florida, has been published as required by Florida Statute 200.065; and

WHEREAS, said public hearing has been held as stated above and comments from the public concerning said final millage rate and final budget have been heard and considered; and

WHEREAS, the gross taxable value for operation purposed not exempt from taxation within Palm Beach County, has been certified by the Palm Beach County Appraiser to the City of Westlake as \$108,867,972; and

WHEREAS, it is the desire of the City Council for the City of Westlake to adopt a final millage rate for the fiscal year beginning October 1, 2019 and ending on September 30, 2020;

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

Section 1: That the final ad valorem millage rate of \$1,000.00 of assessed value for real and personal property value as established by the Palm Beach County Property Appraiser for the October 1, 2019 to September 30, 2020, fiscal year is hereby set at 5.125 mills.

Section 2: The operating millage rate for the fiscal year 2019/2020 is set at 5.125 mills, which is 144.24% higher than the "rolled-back rate" of 5.125 mills.

Section 3: The City of Westlake does not have voted debt for fiscal year 2019/2020.

Section 4: That this resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED by City Council for the City of Westlake, on this 23rd day
of September 2019.

Roger Manning, Mayor
City of Westlake

Sandra H. Demarco
City Clerk

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

7B

SEPTEMBER 23, 2019

RESOLUTION 2019-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, ADOPTING THE FINAL BUDGET FOR THE CITY OF WESTLAKE, FLORIDA, AND MAKING AN APPROPRIATION FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2019, AND ENDING ON SEPTEMBER 30, 2020.

WHEREAS, in accordance with applicable provision of the law, the City Council for the City of Westlake has prepared a final budget for the City of Westlake for the fiscal period beginning on October 1, 2019 and ending on September 30, 2020, and determined the amount of available funds on hand, the estimated revenues, and appropriated amounts for the support of various operations of the City for the fiscal period; and

WHEREAS, a "Notice of Proposed Tax Increase" advising the public that the public hearing on the final millage rate and the final budget would be held on September 23, 2019, at 6:30 pm, at the Westlake Community Center, located at 4005 Seminole Pratt Whitney Road, Westlake, Florida 33470, has been published as required by Florida Statute 200.065; and

WHEREAS, said public hearing has been held as stated above and comments from the public concerning said final millage rates and final budget have been heard and considered; and

WHEREAS, as set forth during the final budget hearing the City Council acknowledges that said final budgets reflect the following revenue and expenditure estimates for the fiscal year beginning on October 1, 2019 and ending September 30, 2020 for all funds total \$4,256,700; and

WHEREAS, it is the desire of the City Council for the City of Westlake, to adopt a final budget for the fiscal year beginning October 1, 2019 and ending on September 30, 2020;

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

SECTION 1. There is hereby approved and adopted the final budget for the City of Westlake, Florida, as reflected in Exhibit "A", which is attached hereto and made a part hereof, for the fiscal period beginning on October 1, 2019 and ending on September 30, 2020.

SECTION 2. There is hereby appropriated for all funds of the City of Westlake, Florida, the sum of \$4,256,700 as the appropriation for the fiscal year, October 1, 2019 through September 30, 2020.

SECTION 3. That the adopted final operation budget for Fiscal Year 2020 established limitations on expenditures/expenses by fund total. Said limitation meaning that the total sum allocated to each fund for total expenditures/expenses may not be increased without specific authorization by a duly enacted resolution effecting such amendment or transfer.

SECTION 4. That during the course of the 2020 fiscal year the City Council may transfer budgeted amounts from one fund or project to another fund or project and otherwise amend the budget by resolution, in accordance with laws of this State and the City Charter.

SECTION 5. This resolution shall become effective immediately upon its adoption.

PASSED AND APPROVED BY the City Council for the City of Westlake, Florida, this 23rd day of September 2019.

Roger Manning, Mayor
City of Westlake, Florida

Sandra H. Demarco, City Clerk

Approved as to Form
Pam E. Booker, City Attorney

Tenth Order of Business

District 15 City of Westlake Monthly Report: August 2019



Calls for Service	Monthly
Business/Residence Checks	267
Traffic Stops	114
Calls for Service (Excluding 1061's)	219
All CAD Calls – Total*	486

Traffic Summary	Monthly
Warnings (Written and Verbal)	83
Citations	33
Total	116

Data Source: CrimeView Desktop
*Omit Miscellaneous Calls

Summary: During the month of August, there were 486 generated calls within the district. 78% 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
Total	0

Eleventh 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

September 17, 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 August 2019.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "William Rowley".

William Rowley, District Chief
Palm Beach County Fire Rescue

*"An Equal Opportunity
Affirmative Action Employer"*



9/9/2019

Palm Beach County Fire Rescue

Westlake Response Time Report

20190801 to 20190831

Event #	Station	Location of Event	Date	Received	Entered	Dispatch	Enroute	Oncene	Close	Disp Hand	Turnout	Travel	Resp Time*
Emergency Calls:													
F19132286	22	135 SEMINOLE PRATT WHITNEY RD WLK	08/06/2019	14:33:15	14:33:47	14:34:01	14:35:14	14:37:07	15:10:50	0:00:46	0:01:13	0:01:53	0:03:52
F19132836	22	210 SEMINOLE PRATT WHITNEY RD WLK	08/07/2019	11:14:47	11:15:08	11:15:14	11:15:26	11:19:07	11:39:37	0:00:27	0:00:12	0:03:41	0:04:20
F19135718	22	400 SEMINOLE PRATT WHITNEY RD WLK	08/12/2019	06:58:53	06:59:21	06:59:30	07:00:57	07:03:09	07:26:24	0:00:37	0:01:27	0:02:12	0:04:16
F19138342	22	133 SEMINOLE PRATT WHITNEY RD WLK	08/16/2019	13:43:44	13:44:19	13:44:49	13:45:29	13:47:52	14:33:42	0:01:05	0:00:40	0:02:23	0:04:08
F19141659	22	400 SEMINOLE PRATT WHITNEY RD WLK	08/22/2019	07:22:07	07:22:29	07:22:38	07:23:16	07:26:41	08:18:02	0:00:31	0:00:38	0:03:25	0:04:34
F19144006	26	170 140TH AVE N WLK	08/26/2019	08:22:24	08:22:42	08:22:48	08:24:00	08:32:39	09:07:02	0:00:24	0:01:12	0:08:39	0:10:15
F19144868	22	400 SEMINOLE PRATT WHITNEY RD/STATION 22 DR	08/27/2019	16:07:46	16:08:01	16:08:07	16:09:05	16:11:11	16:23:25	0:00:21	0:00:58	0:02:06	0:03:25
Average Response Times:										0:00:36	0:00:54	0:03:28	0:04:59
Non Emergency Calls:													
F19131861	22	940 PERSIMMON BLVD WLK	08/05/2019		20:06:00	20:06:08	20:07:48	20:16:16	21:19:40	0:00:33	0:01:40	0:08:28	0:10:41
Corrupt Data:													
F19131869	22	174 PERSIMMON BLVD WLK	08/05/2019	20:16:31	20:16:55								Empty Time Fields
F19138902	22	170 SEMINOLE PRATT WHITNEY RD WLK	08/17/2019		11:56:31	11:56:36		11:56:54	12:41:20				Empty Time Fields

Total number of Events: 10

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



9/9/2019

Palm Beach County Fire Rescue

Westlake - # of Calls by Type

20190801 to 20190831

<u>Type - Situation Dispatched</u>	<u># of Incidents</u>
Medical Calls:	6
Vehicle Accidents:	3
Inter-facility Transports:	1
Total number of Events:	10

Calls by Situation Dispatched

