

CITY OF WESTLAKE



MINUTES

City Council Budget Workshop

Tuesday, July 26, 2022, at 6:00 PM

Westlake Council Chambers
4005 Seminole Pratt Whitney Road
Westlake, Florida 33470

CITY COUNCIL:

JohnPaul O'Connor, Mayor
Greg Langowski, Vice Mayor
Pilar Valle Ron, Council Member – Seat 1
Julian Martinez, Council Member – Seat 2
Charlotte Leonard, Council Member – Seat 3

CITY STAFF:

Ken Cassel, City Manager
Zoie P. Burgess, CMC, City Clerk
Donald J. Doody, Esq., City Attorney
Nilsa Zacarias, AICP, Planning and Zoning Director
Suzanne Dombrowski, P.E., ENV SP, City Engineer

A City Council Budget Workshop meeting of the City Council of the City of Westlake was held on Tuesday, July 26, 2022, at 6:00 PM., at the Westlake Community Center, 4005 Seminole Pratt Whitney Road. Members of the public also participated in the meeting through electronic means and accessed as follows:

1. Join the Webex meeting from your computer, tablet, or smartphone at the following link:
<https://cityofwestlake.my.webex.com/>

Meeting ID: 2631 113 8770
Password: hello

2. Participants may also dial in using your phone with any of the following number(s):

United States Toll: +1-408-418-9388
Meeting ID: 2631 113 8770

For participants attending the meeting via WebEx, public comments will be accepted via an electronic comment card, at least 24 hours prior to the public meeting and also acknowledged during the meeting when participants utilize the "raise your hand" feature during the designated time.

Procedures for Public Comment are also provided via the City website:
<https://www.westlakegov.com/cityclerk/page/covid-19-public-meetings>

As a preliminary matter, Ms. Ramirez noted that Mayor JohnPaul O'Connor, Vice Mayor Greg Langowski Councilwoman Pilar Valle Ron, Councilman Julian Martinez, and Councilwoman Charlotte Leonard were present physically constituting a quorum.

Ms. Ramirez provided further instruction regarding public comments, noting that comments will be acknowledged by the mayor and accepted at the appropriate times as indicated in the Agenda and those who wish to speak may use the "virtual" hand raise feature. Ms. Ramirez provided the disclaimer that the meeting is being recorded by both voice and video, reminding the audience that microphones are live.

Ms. Ramirez further explained that microphones will be muted; audience members have the ability to unmute themselves and anyone that has called in should mute their device. Ms. Ramirez noted that anyone causing a disruption or being inappropriate will be removed from the meeting.

Ms. Ramirez reminded Council Members physically present to utilize microphones.

CALL TO ORDER

Mayor O'Connor called the City Council Budget Workshop meeting of Tuesday, July 26, 2022, to order at 6:01 PM.

ROLL CALL

Present and constituting a quorum:

Councilwoman Charlotte Leonard
Councilman Julian Martinez
Councilwoman Pilar Valle Ron
Vice Mayor Greg Langowski
Mayor JohnPaul O'Connor

PLEDGE OF ALLEGIANCE

Mayor O'Connor led the Pledge of Allegiance.

WORKSHOP AGENDA

A. FY 2023 Proposed Budget Discussion

Mr. Cassel presented a PowerPoint presentation outlining the proposed City Budget. Mr. Cassel started with the background of the City of Westlake and its incorporation. Mr. Cassel further explained the organizational structure and the City-Seminole Improvement District relationship noting that both organizations provide equal, yet different functions, but function together as one. He discussed how the city contracts with seven different contractors for all its functions:

- Inframark – Administrative Services (City Manager, City Clerk, Administrative Staff, Accountants, Accounts Payable, Accounts Receivable, Assessments)
- Goren, Chernoff, Doody & Ezra – Legal Services
- NZ Consultants – Planning and Zoning services
- Chen-Moore Engineering – Engineering Services (Plat, Landscaping, Engineering, and Traffic reviews)
- Nova Engineering – Building Department Services (Building Official, Reviewers, Inspectors, Permit Clerks, Code Compliance)
- PBSO – Police services – 1 Full Time Equivalent (5 officers), All other services that may be needed and necessary.
- Waste Management – Solid Waste Services under a PBC SWA bid process

Mr. Cassel discussed prior budgets that were put in place for the city and how the budget continues to grow as the city gets larger. Mr. Cassel also discussed the fees that were received from permitting, property taxes and contributions made from developers.

Mr. Cassel further explained the proposed millage rate, identifying a rate of 5.125 to be economically viable.

CITY COUNCIL COMMENTS

Council reviewed the Special Revenue Fund Detail – Comprehensive Planning Services Report and discussed total revenue and expenditures for the following:

- 2020 Total Revenue spent
- Public Service Tax Electricity, Taxes
- FPL Franchise fees
- Lien search fees
- Council Expenses
- Other Administrative services
- Public Relations
- City Events
- Council Expenses
- City Managers Budget
- Advertising
- Legal Services
- Street Lighting
- Operating Supplies - Solid Waste
- HAPPY Program – Special Revenue
- General Funds
- Telephone – Facility Services

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- Insurance Liability – Covers General liability
 - Miscellaneous Services – Annual Property Tax for Copiers
 - Principal Capital Lease Payments – Lease on Software
 - Special Assessments
 - City Council Department
 - Inspector General Fees – Professional Service Compliance
 - Federal Grants – American Recovery Funds, Grants City has Participated in, Grants for Parks, Grant Writers
 - Unincorporated lands
 - GIS
 - Contingency

CITY ATTORNEY COMMENTS

No comment from City Attorney.

CITY MANAGER COMMENTS

Mr. Cassel discussed the future park that will be operated by Seminole Improvement District. Plans are in progress to use man-made and natural resources to be incorporated into the design of the park.

PUBLIC COMMENTS

This section of the agenda allows for comments from the public to speak. Each speaker will be given a total of three (3) minutes to comment. A public comment card should be completed and returned to the City Clerk. When you are called to speak, please go to the podium or unmute your device, and prior to addressing Council, state your name and address for the record.

Ms. Ramirez noted there were no public comment cards received prior to the meeting and gave the virtual audience a moment to comment. There being no comments, the next item followed.

ADJOURNMENT

There being no further business, Mayor O'Connor adjourned the meeting at 7:36 PM.

Zoie P. Burgess, City Clerk

JohnPaul O'Connor, Mayor