

CITY OF WESTLAKE



MINUTES - DRAFT

City Council Budget Workshop

Tuesday, August 18, 2020 at 6:30 PM

VIA COMMUNICATIONS MEDIA TECHNOLOGY

This meeting shall be held in accordance with the Governor's Executive Order 2020-179. Due to COVID-19, and the need to ensure public health safety and welfare, this meeting will be conducted without a quorum of its members present physically or at any specific location and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statutes.

Members of the public may participate in the meeting through electronic means and may access as follows:

1. Join the Webex meeting from your computer, tablet or smartphone at the following link:

<https://cityofwestlake.my.webex.com/>

Meeting ID: 132 781 3384

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: 132 781 3384

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 provided via the City website:

<https://www.westlakegov.com/cityclerk/page/covid-19-public-meetings>

CITY COUNCIL:

Roger Manning, Mayor
Katrina Long Robinson, Vice Mayor
Patric Paul, Council Member – Seat 1
Kara Crump, Council Member – Seat 2
JohnPaul O'Connor, Council Member – Seat 3

CITY STAFF:

Ken Cassel, City Manager
Pam E. Booker, City Attorney
Zoie P. Burgess, City Clerk

A Budget Workshop of the City Council of the City of Westlake was held on Tuesday, August 18, 2020, at 6:30 PM., via Communications Media Technology in accordance with the Governor's Executive Order 2020-69 (as extended by Executive Order 20-179) and as adopted by the City of Westlake City Council Emergency Ordinance 2020-08, due to COVID-19 and the need to ensure public health, safety and welfare.

As a preliminary matter, Ms. Burgess confirmed all Council Members, City staff and meeting participants were present and able to hear and speak. Ms. Burgess 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. Burgess provided the disclaimer that the meeting is being recorded by both voice and video, reminding the audience that microphones are live. Ms. Burgess further explained that microphones will be muted; however, audience members have the ability to unmute themselves.

CALL TO ORDER

Mayor Manning called the City of Westlake City Council Budget Workshop of Tuesday, August 18, 2020, to order at 6:32 PM.

Mayor Manning acknowledged that meeting was being held in accordance with the Governor's Executive Order 2020-69 (as extended by Executive Order 20-179) and as Adopted by the City of Westlake City Council in Emergency Ordinance 2020-08.

Mayor Manning also noted that due to COVID-19, and the need to ensure public health safety and welfare, this meeting may be conducted without a quorum of its members present physically or at any specific location and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statutes.

ROLL CALL

Present and constituting a quorum via Communications Media Technology were:

Roger Manning, Mayor
Katrina Long Robinson, Vice Mayor
Patric Paul, Councilman
Kara Crump, Councilwoman
JohnPaul O'Connor, Councilman

Also present were:

Kenneth Cassel, City Manager
Pam E. Booker, Esq. City Attorney
Zoie P. Burgess, CMC, City Clerk

PLEDGE OF ALLEGIANCE

Mayor Manning led the Pledge of Allegiance.

WORKSHOP AGENDA

- A. Discussion and finalization of proposed FY 2020-21 budget for Public Hearing in September

Submitted By: City Manager, Kenneth Cassel

Mayor Manning introduced the first item and requested that the budget be discussed line by line.

Mr. Cassel, along with the Mr. Fowler, provided a line item budget overview identifying General Fund Revenues and Expenditures.

Mr. Cassel requested direction on the following expenditures:

Event Expenses

Council Expenses

Mr. Cassel continued with discussion for General Fund Expenditures reviewing each line item for the City Manager, City Clerk, Finance, and Legal Services.

Ms. Booker provided an overview for her overall budget, including a request to bring on an additional attorney and any anticipated outside counsel for professional services.

Council discussion regarding Legal Services budget.

Mr. Cassel continued the General Fund budget discussion for Facility Services, Administrative Services, and Community Services.

Council discussion continued and suggestions made for budget.

Mayor Manning inquired of the building of City Hall and not seeing in the budget. Mr. Cassel acknowledged that it is not included as there would need to be a Bond that the City cannot not afford at this time. Mr. Cassel noted that Seminole Improvement District may need to hold the bond, as they have the bonding capacity that the City does not have. Mr. Cassel added that he has spoken with Mr. Carter, in which he informed the Mr. Cassel that he would assist in the design services.

Mayor Manning would like Council informed at a later date to become aware of the plan for City Hall and what land is being proposed. Mr. Cassel will provide Council with preliminary information.

Mayor Manning is concerned why the Developer Agreement is tied to construction of City Hall. Mr. Cassel noted that it would be best if Council reached out to Mr. Carter for further discussion.

CITY COUNCIL COMMENTS

- A. Councilman JohnPaul O'Connor

No additional comments.

- B. Councilwoman Kara Crump

No additional comments.

- C. Councilman Patric Paul

No additional comments.

- D. Vice Mayor Katrina Long Robinson

No additional comments.

- E. Mayor Roger Manning

No additional comments

CITY ATTORNEY COMMENTS

No additional comments.

CITY MANAGER COMMENTS

B. Management Discussion

Submitted By: City Manager, Kenneth Cassel

Mayor Manning introduced item, noting Mr. Cassel's memo.

Councilwoman Crump acknowledged that after further reading of the Memo, she does not see a need to make any changes and does not see a conflict with Mr. Cassel's roll with the City and with Seminole Improvement District.

Councilman O'Connor does not see a need to make any changes and finds that there may be damage from making any changes at this time.

There being no further comment, the next item followed.

PUBLIC COMMENTS

There being no further comment, the next item followed.

ADJOURNMENT

Mayor Manning adjourned the meeting at 8:38 PM.

Zoie P. Burgess, City Clerk

Roger Manning, Mayor