

CITY OF WESTLAKE



MINUTES

City Council Regular Meeting

Monday, December 06, 2021, at 6:30 PM

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

In efforts to balance the need for the City of Westlake to function and conduct business during the COVID-19 pandemic, we will adhere to the recommended social/physical distancing (staying at least six feet away from each other) guidelines, per the Centers for Disease Control and Prevention (CDC) and Palm Beach County's directives. There was limited seating available in the Council Chambers and preregistration was requested for in-person participation.

The instructions for preregistration attendance/participation and viewing of the meeting were outlined below:

PREREGISTRATION FOR IN-PERSON ATTENDANCE:

- All interested persons, Quasi-Judicial meeting applicants, their representatives, and witnesses must preregister to attend/participate in a meeting by sending an email to City Clerk, Zoie Burgess at zburgess@westlakegov.com or by phone at 561-530-5880 no later than one (1) business day prior to the meeting date (e.g. by 4:00 P.M. on a Friday, if the meeting is scheduled for that Monday, etc.)
- In-person attendance/participation will be based upon the order in which the preregistration requests are received by the City Clerk. For Public Hearing Quasi-Judicial meetings, precedence into the Council Chambers will be given to applicants, their representatives, and/or witnesses over all other preregistered parties.

COMMUNICATIONS MEDIA TECHNOLOGY – WEBEX:

Members of the public participated in the meeting through electronic means and accessed as follows:

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

Meeting ID: 2631 453 7321

Password: hello

2. Participants also dialed in using phone with the following number:

United States Toll: +1-408-418-9388

Meeting ID: 2631 453 7321

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>

CITY COUNCIL:

Roger Manning, Mayor

JohnPaul O’Connor, Vice Mayor

Vacant – Seat 1

Kara Crump, Council Member – Seat 2

Katrina Long Robinson, Council Member – Seat 4

CITY STAFF:

Ken Cassel, City Manager

Zoie P. Burgess, City Clerk

Donald J. Doody, Esq., City Attorney

Nilsa Zacarias, Planning & Zoning Director

Suzanne Dombrowski, Engineering Director

A regular meeting of the City Council of the City of Westlake was held on Monday, December 6, 2021, at 6:30 PM., at the Westlake Community Center, 4005 Seminole Pratt Whitney Road.

As a preliminary matter, Ms. Burgess noted that Mayor Roger Manning, Vice Mayor JohnPaul O'Connor, Councilwoman Kara Crump and Councilwoman Katrina Long-Robinson were present physically constituting a quorum.

Ms. Burgess confirmed staff present and any speakers and presenters attending electronic media technology were capable of seeing and speaking in efforts to participate.

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 microphones are live.

Ms. Burgess further explained that microphones will be muted; audience members can unmute themselves and anyone that has called in should mute their device.

Ms. Burgess noted that anyone causing a disruption or being inappropriate will be removed from the meeting. Ms. Burgess reminded Council Members physically present to utilize microphones.

CALL TO ORDER

Mayor Manning called the City of Westlake Regular City Council meeting of December 6, 2021, to order at 6:31 PM.

ROLL CALL

Councilwoman Katrina Long-Robinson
Councilwoman Kara Crump
Vice Mayor JohnPaul O'Connor
Mayor Roger Manning

Also, present:

Kenneth Cassel, City Manager
Donald J. Doody, Interim City Attorney
Zoie P. Burgess, CMC, City Clerk
Nilsa Zacarias, Planning & Zoning Director
Suzanne Dombrowski, Engineering Director

PLEDGE OF ALLEGIANCE

Mayor Manning led the Pledge of Allegiance.

ADDITIONS, DELETIONS OR MODIFICATIONS, AND APPROVAL OF AGENDA

Mayor Manning called for any additions, deletions, or modifications to the agenda. There being none, Mayor Manning called for a Motion.

Motion by Councilwoman Long-Robinson to approve the agenda, seconded by Vice Mayor O'Connor.

UPON ROLL CALL:

Councilwoman Long-Robinson	YES
Councilwoman Crump	YES
Vice Mayor O'Connor	YES
Mayor Manning	YES

With all in favor, motion carried without dissent (4-0).

PUBLIC COMMENTS AND REQUESTS

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.

Mayor Manning called for public comments.

Ms. Burgess 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.

CONSENT AGENDA

This section of the agenda consists of routine or administrative items that require final approval by the City Council and may be approved in its entirety by a single motion. There will be no discussion of these items unless a City Council Member requests such, in which event, the item will be removed from the Consent Agenda and considered on a future agenda.

- A. Minutes - City Council Workshop Meeting - 08.23.2021 - DRAFT
- B. Minutes - Regular City Council Meeting and Budget Hearing - 09.13.2021 DRAFT
- C. Minutes - City Council Final Budget Hearing - 09.27.2021 DRAFT
- D. Financial Report - October 2021

Motion by Vice Mayor O'Connor to approve Consent Agenda, seconded by Councilwoman Crump.

UPON ROLL CALL:

Councilwoman Crump	YES
Vice Mayor O'Connor	YES
Mayor Manning	YES
Councilwoman Long-Robinson	YES

With all in favor, motion carried without dissent (4-0).

PRESENTATIONS/PROCLAMATIONS

There being no presentations, the next item followed.

PUBLIC HEARING

- A. A Resolution for the Replat of Cresswind (Pod P) Phase III

Submitted By: Engineering

RESOLUTION 2021-37

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, APPROVING A REPLAT OF THE PLAT OF THE CRESSWIND PALM BEACH PHASE 3, PLAT BOOK 132, PAGES 120-126, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. LYING IN SECTION 6, TOWNSHIP 43 SOUTH, RANGE 41 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA. PROVIDING FOR RECORDATION, PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Manning introduced item. Mr. Doody, by title only, read Resolution 2021-37 into record.

Mr. Hearing of Cotleur & Hearing, on behalf of applicant presented a PowerPoint Presentation.

Mayor Manning confirmed with staff for approval.

Motion by Vice Mayor O'Connor to approve Resolution 2021-37, seconded by Councilwoman Long-Robinson.

UPON ROLL CALL:

Vice Mayor O'Connor	YES
Mayor Manning	YES
Councilwoman Long-Robinson	YES
Councilwoman Crump	YES

With all in favor, motion carried without dissent (4-0).

PUBLIC HEARING - QUASI JUDICIAL

- A. **SPM-2021-04:** Application from Christ Fellowship Church, Inc. for a **Site Plan Modification to allow a reduction of decorative pavers on the site entrance and update the building façade colors of the previously approved** 38,155 sq. ft. Worship Center. The subject application is located at 16561 Waters Edge Drive, Westlake, Florida, 33470.

Submitted By: Planning and Zoning

Mayor Manning introduced item, noting Quasi-Judicial Hearing. Mr. Doody swore in witnesses providing testimony.

Ms. Zacarias presented a PowerPoint Presentation and noting both Planning and Zoning and Engineering recommend approval of the subject application. Ms. Zacarias noted that zoning requirements are not being modified. Ms. Zacarias also noted that there are no noted conditions of approval; however, in 2019 when council approved the initial application, Resolution 2019-39 that provided three conditions of approvals that must be met.

Mr. Hearing of Cotleur & Hearing, on behalf of applicant provided brief comments and noted they are in agreement with previous conditions.

Mayor Manning opened public hearing and called for comments. Ms. Burgess noted that no comment cards were received but gave the virtual audience a moment to comment. There being no comments, Mayor Manning called for a motion.

Motion by Vice Mayor O'Connor to adopt SPM 2021-04, seconded by Councilwoman Crump.

UPON ROLL CALL:

Vice Mayor O'Connor	YES
Mayor Manning	YES
Councilwoman Long-Robinson	YES
Councilwoman Crump	YES

With all in favor, motion carried without dissent (4-0).

NEW BUSINESS

A. Council Group (Seat) #1 Appointment

Submitted By: Administration

Mayor Manning introduced item and invited each of the three candidates to speak, allowing seven minutes for each.

Upon each individual presentation, council questions and discussion.

Final Council discussion and selection of Pilar Valle Ron.

Motion by Vice Mayor O'Connor to appoint Pilar Valle Ron, seconded by Councilwoman Crump.

UPON ROLL CALL:

Mayor Manning	YES
Councilwoman Long-Robinson	YES
Councilwoman Crump	YES
Vice Mayor O'Connor	YES

With all in favor, motion carried without dissent (4-0).

Mr. Doody, by title only, read Resolution 2021-38 into record for formal appointment.

RESOLUTION 2021-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, APPOINTING PILAR VALLE RON AS A CITY COUNCIL MEMBER OF THE CITY OF WESTLAKE TO FILL THE VACANCY CREATED BY THE RESIGNATION OF PATRIC PAUL; PROVIDING THAT THE INDIVIDUAL APPOINTED TO THE COUNCIL SHALL SERVE UNTIL THE CITY COUNCIL MEMBER ELECTED AT THE NEXT REGULARLY SCHEDULED CITY ELECTION, DETERMINED BY THE CITY COUNCIL TO BE MARCH 2024, IS SWORN INTO OFFICE; PROVIDING FOR CONFLICTS, PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion by Vice Mayor O'Connor to adopt Resolution 2021-38, seconded by Councilwoman Crump.

UPON ROLL CALL:

Councilwoman Long-Robinson	YES
Councilwoman Crump	YES
Vice Mayor O'Connor	YES
Mayor Manning	YES

With all in favor, motion carried without dissent (4-0).

B. Housing Assistance Program - Update, Discussion and Direction

Submitted By: Vice Mayor O'Connor

Vice Mayor O'Connor introduced item in efforts to reform the HAPPY program and specifically bring it into compliance with Federal Housing Administration guidelines and raise the limits to assist homebuyers an opportunity to qualify. Vice Mayor O'Connor noted that there are no specific guidelines for military or veteran applicants and would like to direct staff to support any honorably discharged veteran or military personnel to be eligible for housing assistance.

Mr. Doody acknowledged that Council consensus is clear for staff to proceed. Mr. Cassel explained that a motion would be needed if program limits are to be raised. Mr. Cassel acknowledged that staff would be bringing back to Council other programs, and programs specifically to include veterans.

Further Council discussion to increase funding guidelines for the current program.

Motion by Vice Mayor O'Connor to raise cap to \$425,000.00, seconded by Councilwoman Long-Robinson.

UPON ROLL CALL:

Vice Mayor O'Connor	YES
Mayor Manning	YES
Councilwoman Long-Robinson	YES
Councilwoman Crump	YES

With all in favor, motion carried without dissent (4-0).

CITY COUNCIL COMMENTS

A. Councilwoman Katrina Long Robinson – Requested a city table be purchased for the Mayor's Ball on February 25, 2022 which is in honor of first responders.

Addressed the need to have a representative on the Palm Beach Transportation Planning Agency Board and encouraged staff to work to have representation.

B. Councilwoman Kara Crump – Thanked Council and wished all happy holidays.

D. Vice Mayor JohnPaul O'Connor – Thanked Council and support especially for the housing assistance

E. Mayor Roger Manning – Thanked City Manager and City Attorney.

REPORT – STAFF

No staff report.

REPORT - CITY ATTORNEY

Thanked the Council and wished all happy holidays and a productive new year.

REPORT - CITY MANAGER

Mr. Cassel wished to diffuse a rumor that Cresswinds has their own water treatment systems, noting it to be false.

Mr. Cassel provided an update regarding the culvert at Sycamore noting it has been completed.

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Ani Tapiero – 5591 Whippoorwill – Provided comments regarding the applicants for council, noting that Mr. Martinez and Ms. Valle Ron are amazing people, and the city will be greatly served by Ms. Valle Ron and encouraged Mr. Costoya to continue to serve our community and thanked all of council for the amazing job they do.

ADJOURNMENT

There being no further business, Mayor Manning adjourned meeting at 8:06 PM

Zoie P. Burgess, City Clerk

JohnPaul O'Connor, Mayor