

# CITY OF WESTLAKE



## MINUTES

### **City Council Regular Meeting**

Tuesday, April 01, 2025, at 6:00 PM

The Lodge at Westlake Adventure Park  
5490 Kingfisher Blvd.  
Westlake, Florida 33470

### **CITY COUNCIL:**

JohnPaul O'Connor, Mayor  
Greg Langowski, Vice Mayor  
Gary Werner, Council Member – Seat 1  
Eric Gleason, 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  
Osniel Leon, AICP, Planning and Zoning  
Suzanne Dombrowski, P.E., ENV SP, Engineering

A regular meeting of the City Council of the City of Westlake was held on Tuesday, April 1, 2025, at 6:00 PM., at The Lodge at Westlake Adventure Park, 5490 Kingfisher Blvd. Members of the public also attended 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: 2862 785 8815  
Password: hello

2. Participants also dialed in using the following number:

United States Toll: +1-650-479-3208  
Meeting ID: 2862 785 8815

### **CALL TO ORDER**

Mayor O'Connor called the City of Westlake Regular Meeting of Tuesday, April 1, 2025, to order at 6:03 PM.

### **ROLL CALL**

Present and constituting a quorum:

Councilman Gary Werner  
Councilman Erik Gleason  
Councilwoman Charlotte Leonard  
Vice Mayor Greg Langowski  
Mayor JohnPaul O'Connor

Also present:

Kenneth Cassel, City Manager  
Donald J. Doody, Esq., City Attorney  
Zoie Burgess, CMC City Clerk  
Jennifer Hankins, Deputy City Clerk

### **PLEDGE OF ALLEGIANCE**

Mayor O'Connor led the Pledge of Allegiance.

### **ADDITIONS, DELETIONS OR MODIFICATIONS, AND APPROVAL OF AGENDA**

Mayor O'Connor called for any additions, deletions, or modifications to the agenda.

Vice Mayor Langowski requested to add Resolution 2025-10 that deals with municipal bonds coming from the League of Cities.

Councilman Werner requested to add a proclamation declaring April 20-27, 2025 as National Days of Remembrance.

Mayor O'Connor called for a motion to amend the agenda to add Resolution 2025-10 under New Business and a Proclamation for April 20-27 as National Days of Remembrance under Presentations/Proclamations.

Motion by Councilman Werner to amend the Agenda, seconded by Councilwoman Leonard.

**UPON ROLL CALL:**

Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES

With all in favor, motion carried without dissent (5-0).

Mayor O'Connor called for a motion to approve the agenda as amended.

Motion by Councilman Werner to approve the agenda as amended, seconded by Councilman Gleason.

**UPON ROLL CALL:**

Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES

With all in favor, motion carried without dissent (5-0).

**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, and prior to addressing Council, state your name and address for the record. All public comments will be noted and may receive a response if necessary. Any follow-up will be handled by staff later.*

Public Comment – Mr. Bobby Farber - 4829 Saint Armands Way – Mr. Farber discussed his contact with Florida Power & Light (FPL) and the resolution of blue lights and lights that were out. He suggested that a committee be created to work on signage and street lighting. He also discussed the Westlake sign and a tree in Cresswinds that is poisonous and does not believe that it should be in their developments.

**PRESENTATIONS/PROCLAMATIONS**

- A. Presentation of Sample Documentation for Fundraising  
**Presented By:** Anita Kaplan, Chair

Mayor O'Connor introduced Ms. Anita Kaplan, Chair of the Education Advisory Board (EAB). Ms Kaplan presented her presentation and overview of submitted documentation for fundraising.

There was discussion between Ms. Kaplan and the Mayor on what can be done to raise funds for the neighboring schools and the two vacancies within the board.

- B. Proclamation 2025-05 – April 20-27 as National Days of Remembrance

Mayor O'Connor identified the Proclamation and read it into the record.

## **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 Council Member requests such, in which event, the item will be removed from the Consent Agenda and considered on a future agenda.*

## **PUBLIC HEARING - QUASI JUDICIAL**

- A. A Resolution for the Plat of Westlake Pod G – North – Parcel C.  
**Submitted By:** Engineering

### **RESOLUTION 2025-08**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, APPROVING THE PLAT OF WESTLAKE POD G – NORTH – PARCEL C, BEING A REPLAT OF A PORTION OF LOT 1, WESTLAKE POD G – NORTH, PLAT BOOK 138, PAGES 3 THROUGH 5, INCLUSIVE, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, LYING IN SECTION 1, TOWNSHIP 43 SOUTH, RANGE 40 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA. PROVIDING FOR RECORDATION, PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Mayor O'Connor introduced the item, and Mr. Doody swore in all witnesses who would be providing testimony.

Mayor O'Connor asked for members to disclose any ex-parte communications. There being none, Mayor O'Connor called for presentations.

Mr. Donaldson Hearing of Cotleur Hearing on behalf of the applicant Minto PBLH, LLC presented the plat for Westlake Pod G – North, Parcel C. Mr. Hearing noted that City staff determined that it is consistent with the requirements of the city code and the requirements of Florida Statutes. He also noted that it is determined to be technically compliant. It is a boundary plat and there were no special issues related to the plat.

Ms. Kathryn Rossmell, Esq. with Lewis, Longman and Walker on behalf of the applicant Minto PBLH, LLC wanted to reiterate that the plat review is technical in nature, and it is only for compliance with city and statutory criteria. She further explained that it is non-discretionary if the criteria are met, and it is generally referred to as a ministerial duty. She stated that the Florida Supreme Court has routinely explained that to deny a plat application, a local government agency must show by competent and substantial evidence that the application does not meet the published criteria.

Council discussion regarding Westlake Pod G – North, Parcel C

Mayor O'Connor opened Public Hearing for comments.

There being no public comments, Mayor O'Connor closed the Public Hearing.

Mayor O'Connor called for a motion.

Motion by Councilman Werner to approve Resolution 2025-10 for the Plat of Westlake Pod G – North – Parcel C as recommended by staff, seconded by Vice Mayor Langowski.

## **UPON ROLL CALL:**

Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES

Councilman Werner	YES
Councilman Gleason	YES

With all in favor, motion carried without dissent (5-0).

## **PUBLIC HEARING**

- A. FIRST READING:** Ordinance 2025-02 – Site design guidelines for non-residential development.  
**Submitted By:** Planning and Zoning

### **ORDINANCE 2025-02**

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING CHAPTER 101 OF THE CITY OF WESTLAKE, FLORIDA'S CODE OF ORDINANCES ENTITLED "GENERAL AND ADMINISTRATIVE PROVISIONS", BY SPECIFICALLY AMENDING SECTION 101-194 ENTITLED "APPLICATIONS" UNDER ARTICLE III ENTITLED "PROCEDURES"; PROVIDING FOR ADDITIONAL SITE DESIGN GUIDELINES FOR NON-RESIDENTIAL DEVELOPMENT IN THE MU DISTRICT, THE TOWN CENTER DISTRICT (TC) AND THE MEDICAL DISTRICT (MD); PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.**

Mayor O'Connor introduced the item and asked Mr. Doody to read by title only for the record.

Mr. Doody swore in all witnesses who would be providing testimony.

City Planner, Mr. Osniel Leon, introduced item noting its presentation and recommendation from the Local Planning Agency. He further explained that staff will be researching the pros and cons of installing pavers and will bring those findings before Council during the second reading of the ordinance.

Council discussion and request to see cost benefit analysis as it relates to internal crosswalks or perimeter, as well as safety concerns or excessive maintenance concerns.

Motion by Councilman Werner to approve staff proposed Ordinance with amendments which would be as follows under Section U, Number 1, delete the words perimeter, replace with all perimeter and internal and continue with crosswalk and delete connecting to a multimodal pathway, replace it with depicted on the approved site plan shall be delineated using contrasting paver blocks consistent with those utilized throughout the city.

There being no second, motion failed.

An additional council request to have a presentation regarding the impact of the Ordinance, safety concerns and its impact on the developers.

Mayor O'Connor called for a Motion to approve as presented by staff.

Mayor O'Connor called for a motion to move forward as presented and as recommended by staff.

Motion by Councilwoman Leonard to approve the Ordinance on First Reading, Ordinance 2025-02, seconded by Vice Mayor Langowski.

**UPON ROLL CALL:**

Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES

With all in favor, motion carried without dissent (5-0).

Mayor O'Connor opened for Public Hearing.

Public Comment – Ms. Alicia Torres – 5847 Whipoorwill Circle – Ms. Torres noted that Publix was adamant about not having crosswalk pavers for liability reasons and wanted to bring it the attention of Council.

There being no further comments, Mayor O'Connor closed public hearing.

**B. FIRST READING:** Ordinance 2025-03 – Chapter 13 Text Amendment (Signs)  
**Submitted By:** Planning and Zoning

**ORDINANCE NO 2025-03**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING CHAPTER 13 ENTITLED “SIGNS” OF THE CITY OF WESTLAKE’S CODE OF ORDINANCES; BY SPECIFICALLY AMENDING SECTION 113-8 ENTITLED “MASTER SIGN PLAN”, SECTION 113-11 ENTITLED “PERMITTED SIGNS” AND SECTION 113-66 ENTITLED “PERMITTED TEMPORARY SIGNS”; PROVIDING FOR AN AMENDMENT TO NOTES AND REMARKS TO PROVIDE FOR A MAXIMUM NUMBER OF SIGNS AND FOR ADDITIONAL REQUIREMENTS RELATIVE TO GRAND OPENING /PROJECT OPENING AND NEW BUSINESS SIGNS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Mayor O'Connor introduced the item and Mr. Doody read the Resolution, by title, only for the record.

Mayor O'Connor stated that the Local Planning Agency (LPA) made recommendations to allow grand opening signs for longer than the afforded days of what the code required.

Mr. Leon confirmed that the suggested time be 30 days, seven days before the event and 30 days after for the removal of grand opening temporary signage.

Mayor O'Connor opened for council discussion, there being no comments, Mayor O'Connor opened the Public Hearing. There being no comments, Mayor O'Connor closed the Public Hearing and called for a motion.

Motion by Vice Mayor Langowski to approve Ordinance 2025-03 per Chapter 13 text amendment for signs as recommended by the LPA with changes, seconded by Councilman Werner.

**UPON ROLL CALL:**

Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES

With all in favor, motion carried without dissent (5-0).

## **NEW BUSINESS**

- A. AMENDED AGENDA ITEM - Declaring Support for the Preservation of the Federal Tax Exemption of Municipal Bonds

**Submitted By:** City Clerk's Office

### **RESOLUTION 2025-10**

## **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, DECLARING SUPPORT FOR THE PRESERVATION OF THE FEDERAL TAX EXEMPTION OF MUNICIPAL BONDS**

Mayor O'Connor introduced the item and Mr. Doody read by title only for the record. Mayor O'Connor explained that the US government was in talks about cutting funds from tax free municipal bonds and although the City of Westlake does not have any, it would be tough and very detrimental to the cities across the state. Therefore, the City is introducing a Resolution in support of keeping tax free municipal bonds in the event that the City of Westlake may need it.

Vice Mayor Langowski further explained that the Resolution was recently announced by the Florida League of Cities requesting each city to adopt. He noted that it will also go to the National League of Cities and to Congress.

Mayor O'Connor called for a motion.

Motion by Councilman Werner to approve proposed Resolution, seconded by Vice Mayor Langowski.

### **UPON ROLL CALL:**

Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES

With all in favor, motion carried without dissent (5-0).

- B. CMA PROPOSAL – Comprehensive Plan Update

**Submitted By:** Planning and Zoning

Mayor O'Connor introduced the item and Mr. Cassel provided additional background, explaining that it is part of the letter received from the State of Florida as it is a necessity to update the City's Comprehensive Plan, noting there are items that would need to be updated.

Ms. Nilsa Zacarias, Director of Planning at Chen Moore and Associates (CMA), gave a presentation on the Comprehensive Plan – what it is, Florida Statutes that govern the comprehensive plan, the agencies involved and compliance. Ms. Zacarias identified the deadline to be February 27, 2026, for the transmittal of documents required to the State of Florida.

Council discussions about the implications of not submitting documents within the specified time frame and additional discussion about introducing workshops in conjunction with council meetings and, if necessary, in between council meetings to incorporate public input.

Additional discussion regarding turf classification being permeable and impermeable. Ms. Zacarias will give a presentation at the next meeting.

Discussion regarding workshops and additional meetings to discuss updates. Staff will coordinate and present to Council.

Mayor O'Connor called for a motion.

Motion by Vice Mayor Langowski to approve the CMA proposal for the Comprehensive Plan update, seconded by Councilman Werner.

**UPON ROLL CALL:**

Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES

With all in favor, motion carried without dissent (5-0).

- C. Select a Member of City Council to serve in the position of Vice-Mayor Until April 7, 2026  
**Submitted By:** City Clerk's Office

**RESOLUTION 2025-09**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, SELECTING A MEMBER OF THE CITY COUNCIL TO SERVE IN THE POSITION OF VICE-MAYOR UNTIL APRIL 7, 2026, PURSUANT TO THE CITY'S CHARTER; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Mayor O'Connor introduced the item.

Mayor O'Connor acknowledged the achievements and support for the City by Vice Mayor Langowski and his support of seeing that continue.

Motion by Councilwoman Leonard to adopt the Resolution 2025-09 selecting a member of the City Council, current Vice Mayor Langowski, to serve in the position of Vice Mayor until April 7, 2026, seconded by Councilman Gleason.

Councilman Werner nominated Councilwoman Leonard as Vice Mayor and stated that since the Council is small that there is no reason why the Vice Mayor role should not be rotated.

Mayor O'Connor stated that there was a motion and a second on the floor.

Councilman Werner amended the motion nominating Councilwoman Leonard as Vice Mayor.

Mayor O'Connor asked for a second on the amended motion.

Councilwoman Leonard asked to have her name removed from the nomination.

The amended Motion failed.

Councilman Werner made another amendment to the motion nominating himself for Vice Mayor.

There being no second, Motion failed.



Mayor O'Connor returned to the original Motion by Councilwoman Leonard to adopt the Resolution 2025-09 selecting a member of the City Council, current Vice Mayor Langowski, to serve in the position of Vice Mayor until April 7, 2026, seconded by Councilman Gleason.

**UPON ROLL CALL:**

Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES

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

Mr. Doody read by title only for the record.

Mayor O'Connor called for a motion to adopt the Resolution.

Motion by Councilwoman Leonard to adopt the Resolution 2025-09, seconded by Councilman Gleason.

**UPON ROLL CALL:**

Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES

With all in favor, motion carried without dissent (5-0).

**CITY COUNCIL COMMENTS**

A. Councilwoman Charlotte Leonard – Congratulated all the Board members for all that they are doing in the City of Westlake and thanked Councilman Werner for the newsletter that he creates. She congratulated Vice Mayor Langowski and welcomed Councilman Gleason.

Councilwoman Leonard identified a message she received from a resident about a bus on Town Center Parkway that blocks the traffic flow and is seeking a remedy.

B. Councilman Erik Gleason – Addressed the concerns from residents regarding the transparency of City purchases and presented some recommendations on new processes.

Mayor O'Connor encouraged Council to address questions and concerns with Westlake staff prior to Council meetings to allow them time to prepare a response to said concerns.

Councilman Gleason hosted his first civic engagement event as Council member, noting its success and that his goal is to meet every resident of Westlake and to ensure that all their voices are heard.

C. Councilman Gary Werner – No comments.

D. Vice Mayor Greg Langowski – Thanked Council for voting for him. Vice Mayor Langowski requested a proclamation on behalf of South Florida Water Management for Water Reuse Week for May 18<sup>th</sup> – 24<sup>th</sup>.

Vice Mayor Langowski asked the City Manager to reach out to Mr. Yohe regarding the back entrance of the Cresswind community, as well as the front entrance to The Groves about there not being any crosswalks.

Vice Mayor Langowski acknowledged the upcoming ribbon cuttings for new businesses 3Natives and a dental office and extended the invitation for anyone to attend those events. He concluded that on April 12, he would have his 1 on 1 meetings at Starbucks from 10:00 a.m. – 2:00 p.m. for residents to say hello and to share their thoughts.

- E. Mayor JohnPaul O'Connor – Commended those on the Council of their community outreach efforts and announced that SpringFest is on Saturday, April 5, 2025.

Mayor O'Connor stated that there are appropriations moving through Tallahassee and hoping that it will bring funds into Westlake. He also advised that there is a new pilot program called “Go West” through Palm Tran that should be bringing public transportation into Westlake.

### **REPORT – STAFF**

- A. Palm Beach County Fire Rescue Annual Report - October 1, 2023 - September 30, 2024  
**Presented By:** Amanda Vomero, District Chief 28

Chief Vomero presented the 2023/2024 fiscal year annual report.

- B. Palm Beach County Sheriff's Office Law Enforcement Report

Lieutenant Sauers of the Palm Beach County Sheriff's Office provided the monthly report.

### **REPORT - CITY ATTORNEY**

Nothing to report.

### **REPORT - CITY MANAGER**

Mr. Cassel addressed and provided clarification for issues behind the gate is a Homeowner's Association (HOA) issue, not a City of Westlake or Seminole Improvement District (SID) issue. He further explained, that if there are issues concerning roadways, the street lights, the monument signs, then it is a SID issue.

Mr. Cassel acknowledged the previous public comment regarding the poisonous tree, noting that he will discuss it with the landscape engineer and architects.

City Manager addressed the matter of purchasing that was brought up by Councilman Gleason and advised that the City of Westlake follows Florida Statutes parameters and will continue to do so.

### **PUBLIC COMMENTS**

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**Public Comment – Ms. Alicia Torres – 5847 Whippoorwill Circle – Ms. Torres wanted clarity about the upcoming workshops that would be taking place and to ensure that the public will have a say in the upcoming meetings.**

Public Comment – Ms. Rebekah Brown – 13566 Spruce Pine Drive – Ms. Brown had questions about the ongoing work with Comcast in the developments and how it is being managed.

Public Comment – Ms. Marjorie Perry – 5351 Saint Armands Way – Ms. Perry identified that during the past weekend cars had been broken into and wanted to know if any of the other communities experienced the same.

### **ADJOURNMENT**

There being no further business, Mayor O'Connor adjourned the meeting at 8:01 PM.

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Zoie P. Burgess, City Clerk

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JohnPaul O'Connor, Mayor