

CITY OF WESTLAKE



MINUTES

City Council Regular Meeting

Tuesday, August 05, 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

[TENTATIVE: SUBJECT TO REVISION]

A regular meeting of the City Council of the City of Westlake was held on Tuesday, August 5, 2025, at 6:01 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: 2865 885 2298
Password: hello

2. Participants also dialed in using the following number:

United States Toll: +1-650-479-3208
Meeting ID: 2865 885 2298

CALL TO ORDER

Mayor O'Connor called the City of Westlake regular meeting of Tuesday, August 5, 2025, to order at 6:01 PM

ROLL CALL

Present and constituting a quorum:

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

Also present:

Kenneth Cassel, City Manager
Sean M. Swartz, Esq., City Attorney
Zoie Burgess, CMC City Clerk
Odet Izquierdo, Deputy City Clerk
Osniel Leon, AICP, Planning and Zoning

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 made a motion to approve the agenda as presented. Seconded by Councilman Werner.

ROLL CALL

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

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

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 – Sergeant Del Plato – Sergeant Del Plato from Palm Beach County Sheriff's Office (PBSO) provided the monthly report for July on behalf of the Captain Sandt.

Public Comment - Bobby Farber - 4829 Saint Armis Way - Mr. Farber reported that there were 39 streetlights out in the city, with 29 blue lights. All have been addressed and marked with yellow tape. He suggested adding information plaques to the Fresh Burst art installation to explain the artwork and identify the artist.

Public Comment - Jackie Campbell - 15220 Siesta Key Lane – Ms. Campbell suggested developing leadership programs and planning programs for young people in Westlake. She emphasized the importance of investing in young people who will eventually take leadership roles in the city.

Public Comment - Brian Tash - 5359 Saint Vincent Lane – Mr. Tash inquired about the special assessment letter residents received regarding water bills. He suggested incorporating these charges into taxes instead of having separate assessments. He also mentioned issues with garbage service timing and expressed concern about safety at stop signs, suggesting additional painted warning lines or mini speed strips.

PRESENTATIONS/PROCLAMATIONS

There being no presentations, or proclamations, and 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 matters unless a Council Member requests such, in which event, the item will be removed from the Consent Agenda and considered on a future agenda.

- A. Financial Report - June 2025
- B. Minutes_City Council Strategic Planning Workshop (Day 1) - 06.20.2025 DRAFT
- C. Minutes_City Council Strategic Planning Workshop (Day 2) - 06.21.2025 DRAFT
- D. Minutes_City Council Budget Workshop - 06.24.2025 DRAFT
- E. Minutes_City Council Regular Meeting - 07.01.2025 DRAFT

Mayor O'Connor called for a motion to approve Consent Agenda.

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

ROLL CALL

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

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

PUBLIC HEARING - QUASI JUDICIAL

- A. AIPP-2025-01:** The applicant is requesting approval of a proposed art sculpture installation called "Fresh Burst" for the Westlake Palms development. The subject application is located at 4931 Seminole Pratt Whitney Rd 1000.

Submitted By: Planning and Zoning

Mayor O'Connor introduced the item regarding approval of a proposed art sculpture installation called "Fresh Burst" for Westlake Palms development. City Attorney [Sean M. Swartz](#) swore in witnesses.

Mr. Leon, Planner for the City of Westlake, presented the application, explaining that the applicant was requesting approval for a sculpture called "Fresh Burst" for Westlake Palms development.

Mr. Leon explained the sculpture location, design and material to be used. Mr. Leon confirmed that the Arts in Public Places Board recommended approval with no conditions on June 24, 2025.

Mr. Hearing, of Coteleur Hearing, representing the applicant, explained that the art would be installed at Westlake Palms, a small project located south of Tractor Supply. Mr. Hearing gave a background of the commissioned artist, Mr. Mark Fuller, an environmental graphic and industrial designer. Mr. Hearing provided additional details on the design, structure and materials to be used.

Mayor O'Connor asked if the artist would be opposed to adding a plaque with information about the artwork and a QR code explaining its inspiration. Mr. Hearing agreed this could be done and mentioned the importance of getting releases from artists allowing the city to use images of the artwork for promotional purposes.

Mayor O'Connor opened public hearing, with no public comments received, Mayor O'Connor closed the public hearing.

Mayor O'Connor called for a motion to approve the AIPP-2025-01.

Motion by Councilman Werner, to approve AIPP-2025-01 with the condition recommended by staff for a maintenance agreement seconded by Vice Mayor Langowski.

ROLL CALL

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

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

- B. VAR-2025-02:** The applicant is requesting a variance from the City's Land Development Regulations to allow a reduction of the required 1,000-foot distance from another establishment licensed for the retail sale of alcoholic beverages.

Submitted By: Planning and Zoning

Mayor O'Connor introduced the application requesting a variance from the city's land development regulations to allow for reduction of the required 1,000-foot distance from another establishment licensed for retail sale of alcoholic beverages.

Mr. Cleves, City Planner, presented the application for Xcel-Padel, LLC located in James Business Park. Mr. Cleves identified the applicant's request of a variance to allow the reduction of the required 1,000-foot separation from another alcohol-licensed establishment. The other establishment (Publix) is approximately 900 feet away from door to door.

Mr. Cleves explained that in the city code Chapter 4, Section 4, the City Council may grant a variance to the distance requirement if it finds that the establishment is not within 1,000 feet of a school or church, and if granting the variance will not impair the safety, health, morals, or general welfare of citizens. Staff recommended approval with the condition that no alcohol sales for off-premises consumption be permitted.

Ms. Haber from Gray Robinson Law Offices, representing Xcel-Padel, LLC, clarified that the applicant was seeking an exception rather than a variance in operating a cafe selling beer and wine only with a state-issued license for on-premises consumption. She confirmed the facility, set to open in September, will be a state-of-the-art indoor paddle facility with 10 paddle courts and a cafe. Ms. Haber explained that the cafe would operate as an amenity complementary to the paddle facility, serving healthy items typical of a high-end gym space.

The applicant's CEO confirmed that staff would undergo responsible vendor training and that the facility would have a front desk person to check-in members.

Councilman Gleason asked about security provisions and whether the applicant would be willing to engage Palm Beach Sheriff's Office for off-duty services, if necessary, to which the applicant agreed. He also confirmed the facility would only serve beer and wine, not a full line of alcoholic beverages.

With no public comments received, Mayor O'Connor closed the public hearing.

Mayor O'Connor called for a motion to approve VAR-2025-02 as presented and including the condition recommended by staff for on-premises consumption only.

Motion by Councilman Werner to approve VAR-2025-02 as presented and including the condition recommended by staff for on-premises consumption only, seconded by Councilman Gleason.

ROLL CALL

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

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

- C. SPR-2025-02:** The applicant is requesting Site Plan approval for a 12.72-acre site for a proposed Retail Sales & Services use known as "Lowe's," located in the northern portion of Pod G, south of Town Center Parkway North. The application includes a 107,547-square-foot main building and a 26,601-square-foot Garden Center. The applicant is also requesting a Waiver from Chapter 119, Section 119- 33(3)(b)(1)(ii), to increase the permitted fence height around the outdoor display area from six (6) feet to twenty (20) feet at this location.

Submitted By: Planning and Zoning

Mayor O'Connor introduced the application requesting site plan approval for a 12.72-acre site for a proposed retail sales service use known as Lowe's.

Mr. Leon presented the application for a retail sales and services use known as Lowe's, located in the northern portion of Pod G, south of Town Center Parkway North.

Mr. Hearing, representing Lowe's and Minto PBLH LLC, provided a presentation providing the site details.

Mr. Christian Redman, Lowe's District Manager, noted that the store would bring approximately 150 jobs, with a mix of 40% full-time and 60% part-time positions, including 7 salaried leaders. Mr. David Yost mentioned that construction would likely start in late October or early November, with the store opening by the end of 2026.

Vice Mayor Langowski suggested adding screening to the garden center fence and asked about security measures. Mr. Hearing confirmed that black screening could be installed on the inside of the fence, and representatives noted that Lowe's takes security very seriously with extensive camera systems and is willing to coordinate with the Palm Beach County Sheriff's Office if issues arise.

With no public comments received, Mayor O'Connor closed the public hearing.

Mayor O'Connor called for a motion.

Motion by Vice Mayor Langowski, seconded by Councilman Werner, to approve SPR-2025-02 with approval of the waiver for the 20-foot fence, approval of the revision of condition 5 set forth by the applicant and staff, changing "LSEV" to "golf cart parking," and including all other conditions recommended by staff.

ROLL CALL

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

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

PUBLIC HEARING

- A. SECOND READING:** Ordinance 2025-06 – Chapters 101, 117, and 119 Zoning Text Amendments (Cottage Homes)

Submitted By: Planning and Zoning

ORDINANCE NO. 2025-06

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING CHAPTER 119, "ZONING," OF THE CITY'S CODE OF ORDINANCES; SPECIFICALLY AMENDING SECTION 119-31, "RESIDENTIAL DISTRICTS," UNDER ARTICLE II, "ZONING DISTRICTS AND STANDARDS," TO ESTABLISH DEVELOPMENT STANDARDS FOR COTTAGE HOMES WITHIN THE R-1 AND R-2 ZONING DISTRICTS AND TO ALLOW REDUCED SIDE YARD SETBACKS FOR CERTAIN SINGLE-FAMILY ATTACHED UNITS; AMENDING CHAPTER 101, "GENERAL AND

ADMINISTRATIVE PROVISIONS,” UNDER ARTICLE I, SECTION 101-1, “DEFINITIONS AND ACRONYMS,” TO INCLUDE DEFINITIONS RELATED TO COTTAGE HOMES; AMENDING CHAPTER 117, “SUBDIVISION AND SITE DEVELOPMENT STANDARDS,” UNDER ARTICLE VII, SECTION 117-176, “MINIMUM STANDARDS; ACCESS AND CIRCULATION SYSTEMS,” TO ESTABLISH STANDARDS FOR COMMON DRIVEWAY ACCESS; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

City Attorney Sean M. Swartz, read Ordinance 2025-06 by title only.

Mr. Leon explained that this was the second reading of the privately initiated text amendment. The Land Planning Agency recommended approval on July 1, 2025, and City Council approved first reading on the same date. There have been no changes since the first reading, and staff recommended approval.

No public comments were received.

Mayor O'Connor called for a motion to approve Ordinance 2025-06.

Motion by Councilman Werner, seconded by Councilman Gleason, to approve Ordinance 2025-06 as recommended by staff.

ROLL CALL

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

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

NEW BUSINESS

A. Contracted Services Review
Submitted By: Administration

Mayor O'Connor introduced the item, which was requested by the Council to review current contracted service agreements for the city.

Councilman Werner noted that the information provided seemed incomplete. The Inframark agreement in the package showed \$288,000 in service costs per year, but he had seen other agreements provided by the City Clerk that totaled around \$500,000 per year. He expressed concern that the Council has limited ability to review service providers since discussions must occur in public meetings with little preparation.

Mr. Cassel explained that some of the information provided included memorandums of understanding that modified the original contracts by adding services. He stated that Inframark personnel spend about 16,250 hours per year on the city contract, which equates to about a \$72 per hour rate. He offered to compile a more comprehensive overview of the fee structures for fiscal years 2023, 2024, 2025, and proposed 2026.

Councilman Werner emphasized the importance of understanding service quality and suggested that at some point, the City Council might want to evaluate whether some positions currently contracted

through Inframark should be brought in-house, though he acknowledged there might be charter limitations.

Mayor O'Connor expressed concern about the procurement process, particularly about the solid waste contract, which the Council had requested to review before it went out. He suggested establishing a formal process requiring Council approval for criteria on contracts of certain sizes.

- B. Federal Fiscal Year 2024 (County FY 2025) Edward Byrne Memorial Justice Assistance Grant Program Funds

Submitted By: Administration

City Manager Cassel explained that this was a request from Palm Beach County for the city to support their application for grant funds for outreach and training programs. After a brief discussion, the Council agreed by consensus to provide a letter of support.

- C. Strategic Planning Final Report

Submitted By: Administration

Dr. Sugerman from the International Institute for Leadership Development and Training presented the final report on the city's strategic planning process. He congratulated the Council and staff on completing a successful strategic planning process and thanked community members who participated.

- D. Approving and Authorizing the Mayor or Vice Mayor to Execute the Seventh Addendum to Law Enforcement Agreement

Submitted By: Administration

RESOLUTION NO. 2025-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, APPROVING AND AUTHORIZING THE MAYOR OR VICE MAYOR TO EXECUTE THE SEVENTH ADDENDUM TO THE LAW ENFORCEMENT SERVICE AGREEMENT BETWEEN THE CITY OF WESTLAKE AND THE SHERIFF OF PALM BEACH COUNTY, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor O'Connor introduced the item.

City Attorney Sean M. Swartz, read Resolution 2025-18 into record.

Mr. Cassel explained that this resolution was for the latest revision updating the law enforcement agreement with Palm Beach Sheriff's Office. He also mentioned that he had recently received the job description for a full-time traffic enforcement position, which would come as another addendum in October.

Mayor O'Connor called for a motion.

Motion by Vice Mayor Langowski, seconded by Councilman Gleason, to approve and authorize the Mayor or Vice Mayor to execute the seventh addendum to the law enforcement service agreement.

ROLL CALL

Councilman Gleason	YES
Vice Mayor Langowski	YES

Mayor O'Connor YES
Councilman Werner YES

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

- E. Resolution 2025-19 Relating to Plats and the Amendment to Chapter 177, Florida Statutes, Pursuant to Senate Bill 784.

Submitted By: City Attorney's Office

RESOLUTION NO. 2025-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, RELATING TO PLATS AND THE AMENDMENT TO CHAPTER 177, FLORIDA STATUTES PURSUANT TO SENATE BILL 784; DESIGNATING THE ADMINISTRATIVE AUTHORITY AND ADMINISTRATIVE OFFICIAL FOR RECEIPT, REVIEW AND APPROVAL OF PLAT AND REPLAT APPLICATIONS; DIRECTING THAT THE CITY CONFORM ITS RECEIPT, REVIEW AND APPROVAL PROCESSES FOR PLAT AND REPLAT APPLICATIONS TO THE REQUIREMENTS OF CHAPTER 177, AS AMENDED, AND TO THE EXTENT NECESSARY DECLARING A ZONING IN PROGRESS THAT THE CITY'S LAND DEVELOPMENT REGULATIONS BE INTERPRETED AND APPLIED IN A MANNER CONSISTENT WITH THE REQUIREMENTS OF CHAPTER 177, AS AMENDED AND THAT IN THE EVENT OF A CONFLICT, CHAPTER 177, AS AMENDED, SHALL APPLY; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor O'Connor introduced the item.

City Attorney Sean M. Swartz, read Resolution 2025-19 into record.

Mr. Cassel explained that this resolution was necessitated by recent changes approved by the governor. He recommended designating the City Manager or his designee (which could be either the Planning and Zoning Director or Director of Engineering) as the administrative authority for plat approvals. He noted that plat approval is a ministerial function that, according to the new law, no longer comes before the Council.

Mayor O'Connor called for a motion.

Motion by Vice Mayor Langowski, seconded by Councilman Werner, to approve Resolution 2025-19 designating the City Manager and/or his designee as the administrative authority for plats.

ROLL CALL

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

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

CITY COUNCIL COMMENTS

- A. Councilwoman Charlotte Leonard - absent
- B. Councilman Erik Gleason – no additional comments

- C. Councilman Gary Werner- no additional comments
- D. Vice Mayor Greg Langowski

Vice Mayor Langowski requested consensus for four proclamations: Hunger Action Month for September (requested by Feeding South Florida), Constitution Week (September 17-23), Day of Remembrance (September 11), and Veterans Day (November 11). The Council gave consensuses for all four.

He also mentioned that the Education Advisory Board was featured in the Westlake magazine and would be meeting on Thursday at 6 PM at the city offices. Additionally, he announced he would hold a "Let's Chat Westlake" session on Saturday from 10 AM to 12 noon at the back entrance of the Lodge at Venture Park.

- E. Mayor JohnPaul O'Connor

Mayor O'Connor thanked his colleagues for their leadership during the Northlake Road closure, noting that traffic had been moving more smoothly than anticipated due to law enforcement presence. He apologized for inadvertently violating state statute by including the city's logo on one of his traffic updates and stated he would be working on an Office of the Mayor logo for future updates.

REPORT – STAFF

Staff presented the monthly report earlier in the meeting under public comments.

REPORT - CITY ATTORNEY

No report.

REPORT - CITY MANAGER

City Manager Cassel mentioned that the solid waste Request for Proposals would be presented at the September meeting. He also confirmed December 7, 2025, as the date for the holiday pop-up event, noting it did not conflict with Wellington's parade.

PUBLIC COMMENTS

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Public Comment – Mr. Bobby Farber – 4829 Saint Armands Way – Mr. Farber asked whether approving the variance for Xcel-Padel might set a precedent for future applicants requesting similar variances. Mayor O'Connor clarified that variances do not set precedent, and each case is weighed on its individual merits.

Public Comment – Ms. Jackie Campbell - 15220 Siesta Key Lane – Ms. Campbell disagreed with the City Manager's earlier comments suggesting residents should direct concerns to him rather than Council members. She felt residents should be able to approach Council members directly with issues. The City Manager explained he was referring to the council-manager form of government structure, where the manager runs day-to-day

operations and Council sets policy. He noted that Council members could be in violation if they directly directed staff.

Public Comment - Alicia Torres – 5847 Whippoorwill Circle – Ms. Torres asked about the timing of the next SID-City joint meeting and inquired about public transportation options with Lowe's coming to town. The City Manager mentioned they are working with the county on a pilot project for public transportation, which might be implemented within the next 18 months.

Public Comment - Farrah Labed – 15769 Key Biscayne Lane– Ms. Lebed commended the Council for their work during the strategic planning workshop and asked how residents would be informed about progress on the initiatives. City Manager Cassel mentioned they are working on park funding alternatives and explained that updates would likely come through Council meetings and possibly through Westlake updates.

Public Comment - Brian Tash – 5359 St. Vincent Lane – Mr. Tash inquired about the status of the Chase branch, which City Manager Cassel indicated that it is in the planning process with permits secured and some site work beginning. He also asked about potential tenants for other buildings under construction, with the City Manager noting the spaces were likely intended for medical offices but nothing had been finalized.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:19 PM.

Zoie P. Burgess, City Clerk

JohnPaul O'Connor, Mayor