

# CITY OF WESTLAKE



## MINUTES

### **City Council Regular Meeting**

Tuesday, November 07, 2023, 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  
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, PE, ENV SP, City Engineer

A regular meeting of the City Council of the City of Westlake was held on Tuesday, November 7, 2023, at 6:00 PM., at The Lodge at Westlake Adventure Park, 5490 Kingfisher Blvd. Members of the public also 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: 2632 888 9851

Password: hello

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

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

Meeting ID: 2632 888 9851

As a preliminary matter, Ms. Burgess noted that council members are present physically constituting a quorum.

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 inappropriate will be removed from the meeting. Ms. Burgess reminded Council Members physically present to utilize microphones.

### **CALL TO ORDER**

Mayor O'Connor called the City of Westlake Regular City Council meeting of Tuesday November 7, 2023, 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

Also present:

Timothy Day, City Manager  
Donald J. Doody, Esq., City Attorney  
Zoie Burgess, City Clerk

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**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.

There being none, Mayor O'Connor called for a motion to approve the agenda as presented.

Motion by Vice Mayor Langowski to approve the agenda as presented, seconded by Councilwoman Valle Ron.

**UPON ROLL CALL:**

Councilwoman Leonard	YES
Councilman Martinez	YES
Councilwoman Valle Ron	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES

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

**PUBLIC COMMENTS AND REQUESTS**

Mayor O'Connor called for public comments. Ms. Burgess noted there was a comment from the virtual audience, Ms. Torres.

**Alicia Torres – 5847 Whippoorwill Circle** - Ms. Torres stated she reviewed qualifications for council, and it stated you must be a current resident in the City of Westlake and must maintain residency. Ms. Torres stated the charter did not discuss this item and asked Mr. Doody if one of the council members were to move out of the city what is the next course of action? Mr. Doody stated he did not have the charter in front of him, but generally charters provide for filling a vacancy in two ways. Depending on the remaining term of that particular elected official, the council would have the opportunity to make an appointment. If there is a length of time that calls for six months a special election would be called. Ms. Torres thanked Mr. Doody for the clarification.

Mayor O'Connor called for additional comments.

Ms. Burgess gave the virtual audience a moment to comment.

There being no further comments, the next item followed.

**CONSENT AGENDA**

- A. Minutes\_City Council Regular Meeting - 10.03.2023 DRAFT
- B. Monthly Financial Report - August
- C. Monthly Financial Report – September

Mayor O'Connor identified the consent agenda items and called for a motion to approve.

Motion by Vice Mayor Langowski to approve the Consent Agenda, seconded by Councilwoman Leonard.

**UPON ROLL CALL:**

Councilman Martinez	YES
Councilwoman Valle Ron	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilwoman Leonard	YES

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

**PRESENTATIONS/PROCLAMATIONS**

- A. Proclamation 2023-11 - Veterans Day

Mayor O'Connor identified the Proclamation that was previously approved by Council and read the proclamation into the record.

Next item followed.

**NEW BUSINESS**

- A. Resolution 2023-30 – Amendment to Fiscal Year 2023 Budget

**Submitted By:** Finance

**RESOLUTION 2023-30**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, APPROVING THE AMENDMENT TO THE SPECIAL REVENUE FUND-COMPREHENSIVE PLANNING SERVICES BUDGET FOR FISCAL YEAR 2023; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Mayor O'Connor introduced the item.

Mr. Doody read the item, by title only, into the record.

Mayor O'Connor called for clarification on item from the City Manager.

Mr. Doody interjected, stating the issue was not a legal matter, but explained the item was more of a housekeeping item amending the 2023 Fiscal Year budget to make sure everything has been reconciled.

Mayor O'Connor called for any staff or council comments.

There being no further comments, Mayor O'Connor called for a motion.

Motion by Councilwoman Leonard to approve Resolution 2023-30, seconded by Vice Mayor Langowski.

**UPON ROLL CALL:**

Councilwoman Valle Ron	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilwoman Leonard	YES
Councilman Martinez	YES

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

B. Art in Public Places - Consideration of Board Appointment and Discussion of Term Limits

Resident - Jimenez, Johana

**Submitted By:** Clerk's Office

Mayor O'Connor introduced the item.

Mayor O'Connor called for staff to discuss the item further.

Ms. Burgess stated an application was received for consideration for board appointment to the from Ms. Johana Jimenez. Ms. Burgess noted Ms. Jimenez was aware the item was being reviewed at the meeting; however, Ms. Jimenez was not present in the audience.

Mayor O'Connor stated he was not aware of a vacancy on the Art in Public Places Board, and he was not aware that the vacancy was advertised. Ms. Burgess clarified the vacancy was not advertised as it was part of the initial board, no one was interested in providing an application to present to council. Mayor O'Connor asked what the current term limits were. Ms. Burgess stated the council has not set term limits for the Art in Public Places Board. Mayor O'Connor asked to iron out the term limit details and then advertise for the vacancy. Mayor O'Connor stated he would like to have staggered term limits for the board. Mayor O'Connor called for a motion to table item and advertise for the vacancy. Mayor O'Connor asked for there to also be an alternate position created for the board. Ms. Burgess stated there are currently five regular members and two alternates, the vacancy is for one of the alternate positions. The council discussed the item further. Mr. Doody asked for a consensus on alternating term limits and their time lengths. Mr. Doody stated the resignation of the board might need to be requested to start fresh and appoint seats for one year. Mayor O'Connor asked why the current seats couldn't just be modified. Mr. Doody stated he didn't want to offend anyone by picking seats. Mr. Doody stated he will speak to all the council before adding the item to the next agenda to allow council to give it some thought. Mr. Doody also advised; council might want to reach out to the current board members to see what they are comfortable with. Mr. Doody advised he recommends council revisit the board every year on a calendar month to ensure everyone seats equally and to verify they want to continue to serve and reappoint them. Members with unexcused absences can be removed and fill vacancies as they come.

Councilwoman Leonard asked for a description of the purpose of the board to be stated for the record. Mayor O'Connor gave a brief description of the board's purpose. Ms. Burgess stated she had the board's purpose and asked to read it into the record.

Mayor O'Connor requested the vacancy be advertised and brought back to the following meeting, including a revised ordinance stating term limits. Ms. Burgess asked council to advise how long they would like the notice to be published. Council discussed to have time published immediately and to close a week before the following meeting to allow staff to review applications. Mr. Doody stated several items will be brought back up regarding the board.

Mayor O'Connor asked if a motion to table the item was needed. Mr. Doody stated a motion was needed to table the appointment.

Motion by Vice Mayor Leonard to table the appointment, seconded by Councilwoman Leonard.

**UPON ROLL CALL:**

Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilwoman Leonard	YES
Councilman Martinez	YES
Councilwoman Valle Ron	YES

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

### **CITY COUNCIL COMMENTS**

- A. Councilwoman Charlotte Leonard – Councilwoman Leonard stated she had no additional comment.
- B. Councilman Julian Martinez – Councilman Martinez stated he had several items to discuss. First, he stated Palm Beach County Days is coming up in January and would like to have an agenda item for next meeting to discuss what council would like to accomplish at Palm Beach County Days, who they wanted to speak to and what plans or documents they want to present.
- Councilman Martinez also provided an update on the 5k race, noting that he attempted to do it last year but received pushback and the timeline didn't work out. He also wanted to discuss having a joint event with the HOA to be exclusive to city residents only. Mayor O'Connor stated Councilman Martinez would have to discuss his request with the HOA as the City cannot tell a private entity what to do. Councilman Martinez stated he was asking council to discuss to see if they can all agree on having event like this to move forward with it. Mayor O'Connor asked Mr. Doody what the legality was regarding the city being behind an event. Mr. Doody stated events must be made public when held by the city. Council discussed item further on how to approach a joint event. Ms. Leonard asked what the tentative date is for the 5k. Councilman Martinez stated a date was not yet selected but it will be for the upcoming year.
- C. Councilwoman Pilar Valle Ron – Councilwoman Valle Ron wanted to congratulate the Veterans and stated how nice the proclamation was.
- D. Vice Mayor Greg Langowski – Vice Mayor Langowski stated there are events around the area you can attend to celebrate the remembrance of Veterans.
- E. Mayor JohnPaul O'Connor – Mayor O'Connor stated he had an opportunity to participate in fire ops 101 which was done in partnership with the fire union and the Palm Beach County Fire Department. Mayor O'Connor expressed his respect for firefighters and what they do.

Mayor O'Connor stated he believes the Holiday Pop Up Market was voted as an annual event last year. Mayor O'Connor stated there was a tentative date for December 10, and asked for council consensus to have the Holiday Pop Up Market this year and every year. Council discussed the event. Mayor O'Connor mentioned the event paid for itself minus the insurance and the portable bathrooms. Councilman Martinez asked if there was any consideration to amping up the event this year adding a couple of things. Mayor O'Connor stated budget permitting was the big concern as the city does not have the money for this stuff and try to keep the events self-funded. Mayor O'Connor stated adding food trucks and vendors allows for a bigger budget for the event.

### **REPORT - STAFF**

- A. Palm Beach County Sheriff's Office - Monthly Report – October

Mayor O'Connor called for any reports from the Palm Beach County Sheriff's Office. Lieutenant Darla Sauers has been recently appointed to the administrative office for the Westlake area, second in command with Captain Craig Turner. Lieutenant Sauers discussed the monthly call report for October.

Mayor O'Connor called for District Chief Vomero to discuss the response time report.

Palm Beach County Fire Rescue District Chief, Amanda Vomero, discussed the monthly call volume and response.

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**REPORT - CITY ATTORNEY**

No additional comments.

**REPORT - CITY MANAGER**

Mr. Day apologized he was not prepared to answer the question on the budget item discussed earlier. Mr. Day summarized again the previously discussed budget amendment.

**PUBLIC COMMENTS AND REQUESTS**

Mayor O'Connor 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.

**Anita Kaplan – 5459 Santarosa Lane** – Ms. Kaplan asked for clarification on the HOA issue. Councilman Martinez clarified, that as the city, they cannot hold a private event.

Ms. Kaplan also asked about the terms for the boards. Ms. Kaplan stated she was not aware if the Education and Youth Advisory Board has terms. Ms. Kaplan asked to have consistency across the boards when it comes to terms. Mr. Doody stated terms will be discussed at the next meeting.

Ms. Anita also wanted to know how the ambulance decided where to take you when called for an emergency. Councilman Martinez stated it depended on the type of call and the severity, where you will be taken. Councilwoman Valle Ron also discussed the types of injuries and where a patient will be taken. Council continued to discuss where ambulances take patients to. Mr. Doody clarified, for the record, that these comments are not made by councilmembers on behalf of the city, they are not city policies or city issues, they are outside of the scope of the city's authority.

**Alicia Torres – 5847 Whippoorwill Circle** – Ms. Torres asked for more information on the amendment to the budget as she did not see the numbers listed in the agenda. Mr. Day advised Ms. Torres where the item was in the agenda.

Mayor O'Connor called for additional public comments.

Ms. Burgess gave the virtual audience a moment to comment.

There being no further comments, the next item followed.

**ADJOURNMENT**

There being no further business, Mayor O'Connor adjourned the meeting at 6:54 PM.