



Meeting Agenda Item Coversheet

MEETING DATE:		March 3, 2026	Submitted By: Administration	
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		RESOLUTION 2026-02 - Approving and authorizing the mayor or vice mayor to execute the temporary use agreement between Minto PBLH, LLC and the city of Westlake, Florida		
STAFF RECOMMENDATION: (MOTION READY)		Motion to approve and authorize the Mayor or Vice Mayor to execute the Temporary Use Agreement between Minto PBLH, LLC and the City of Westlake for the use of Parcel PC-2 in connection with the SpringFest event scheduled for March 28, 2026.		
SUMMARY and/or JUSTIFICATION:		<p>The City of Westlake will host SpringFest on March 28, 2026, and requires temporary use of property owned by Minto PBLH, LLC to accommodate event parking and related activities.</p> <p>The Temporary Use Agreement authorizes use of the property for event parking, vendors (including food trucks), tents and temporary improvements, a bounce house, petting zoo, Easter egg hunt, and portable restroom facilities. The Agreement outlines insurance, restoration, and compliance requirements. The property will be accepted "as is" and restored following the event.</p> <p>The Agreement is limited in duration and will automatically terminate upon completion of the event. Approval will authorize execution of the Agreement and allow SpringFest 2026 to proceed as planned.</p>		
SELECT, if applicable	AGREEMENT:	<input checked="" type="checkbox"/>	BUDGET:	<input type="checkbox"/>
	STAFF REPORT:	<input type="checkbox"/>	PROCLAMATION:	<input type="checkbox"/>
	EXHIBIT(S):	<input type="checkbox"/>	OTHER:	<input type="checkbox"/>
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>	Temporary Use Agreement between Minto PBLH, LLC and the City of Westlake Exhibit "A" – Temporary Use Agreement			
SELECT, if applicable	RESOLUTION:	<input checked="" type="checkbox"/>	ORDINANCE:	<input type="checkbox"/>
IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(if Item is <u>not</u> a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank) <u>Please keep text indented.</u></i>	RESOLUTION 2026-02			
	A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, APPROVING AND AUTHORIZING THE MAYOR OR VICE MAYOR TO EXECUTE THE TEMPORARY USE AGREEMENT BETWEEN MINTO PBLH, LLC AND THE CITY OF WESTLAKE, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.			
FISCAL IMPACT (if any):				\$

