#### **Council Members**

Roger Manning-Mayor Katrina Long Robinson-Vice Mayor John Stanavitch-Seat 1 Kara Crump-Seat 2 Phillip Everett-Seat 3



City of Westlake 4001 Seminole Pratt Whitney Rd. Westlake, Florida 33470 Phone: 561-530-5880 Fax: 561-790-5466

Regular Meeting and Public Hearing Monday, September 24, 2018

Meeting Location Westlake Council Chambers 4005 Seminole Pratt-Whitney Road Westlake, FL 33470 6:30 PM

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the City Council with respect to any matter considered at this meeting or hearing, such interested person will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The meeting/hearing may be continued to another date and time as may be found necessary during the aforesaid meeting. In accordance with the provisions of the Americans with Disabilities Act (ADA), any person requiring special accommodations at these meetings because of disability or physical impairment should contact the Interim City Manager at (954)753-5841 at least two (2) calendar days prior to the meeting.

#### Council Members

Roger Manning-Mayor Katrina Long Robinson–Vice Mayor John Stanavitch–Seat 1 Kara Crump–Seat 2 Phillip Everett–Seat 3



#### Agenda Page 2

City of Westlake 4001 Seminole Pratt Whitney Rd. Westlake, Florida 33470 Phone: 561-530-5880 Fax: 561-790-5466 Website: westlakegov.com

September 19, 2018

City Council City of Westlake

#### Dear Mayor and Council:

The City Council of the City of Westlake will hold a regular meeting and public hearing on Monday, September 24, 2018 at 6:30 p.m. at the Westlake Council Chambers, 4005 Seminole Pratt Whitney Road, Westlake, Florida. Following is the advance agenda for the meeting.

- 1. Call to Order/ Roll Call
- 2. Pledge of Allegiance
- 3. Approval of Agenda
- 4. Audience Comments on Agenda Items (3) Minute Time Limit

#### PUBLIC HEARINGS TO APPROVE PLATS

- 5. Resolution 2018-24 Approving the Final School Site Plat
- 6. Resolution 2018-25 Approving the Final Plat for Persimmon Boulevard East, Plat 2

#### **CLOSE PUBLIC HEARINGS**

#### PUBLIC HEARING TO ADOPT BUDGET

- 7. Proposed Budget for Fiscal Year Ending September 30, 2019
  - A. Resolution 2018-26 Adopting the Final Millage Rate
  - B. Resolution 2018-27 Adopting the Final Budget

#### **CLOSE PUBLIC HEARING**

- 8. Reconsideration of Meeting Schedule for Fiscal Year 2019
- 9. Manager's Report
- 10. Attorney's Report
- 11. Audience Comments on Other Items (3) Minute Time Limit
- 12. Council Comments
- 13. Adjournment

Any additional supporting material for the items listed above, not included in the agenda package, will be distributed at the meeting. Staff will present their reports at the meeting. I look forward to seeing you, but in the meantime if you have any questions, please contact me.

Sincerely,

Kenneth Cassel

Kenneth G. Cassel City Manager

cc: Pam E. Booker, Esq. Terry Lewis John Carter Kelley Burke

## **Fifth Order of Business**

September 24, 2018

#### **RESOLUTION 2018-24**

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, APPROVING THE FINAL PLAT OF SCHOOL SITE PLAT, LOCATED BY METES AND BOUNDS AS A PORTION OF LAND LYING IN SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, IN THE CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, PROVIDING FOR RECORDATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Minto PBLH, LLC, a Florida Limited Liability Company, as the Applicant has requested approval Persimmon Boulevard East, Plat 2, Final Plat, described by metes and bounds description as a parcel of land lying in Section 12, Township 43 South, Range 40 East, in the City of Westlake, Palm Beach County, Florida, as described in Exhibit "A", attached hereto; and

WHEREAS, the City of Westlake has the exclusive jurisdiction to approve the plat pursuant to Florida Statutes, §177.071; and

**WHEREAS,** the application has been reviewed and approved by a Professional Surveyor and Mapper for the City of Westlake, and said Surveyor and Mapper has found the application to be consistent with the requirements under Florida Statutes, Chapter 177; and

**WHEREAS,** the building staff, engineering staff and planning staff for the City of Westlake has reviewed the application, the final plat and the boundary survey, and the collective staff has recommended approval; and

**WHEREAS,** after careful review and consideration, the collective staff has determined that this application has complied with the City of Westlake's interim Land Development Codes and Florida law.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, THAT:

- **Section 1:** The above recitals are true and correct and are incorporated herein by this reference.
- Section 2: The City Council for the City of Westlake hereby approves the final plat and boundary survey for School Site Plat, Final Plat, as described in the attached Exhibit "A", containing approximately twelve (12) acres, which is located in the City of Westlake, and in Palm Beach County, Florida.
- Section 3. The applicant shall provide a certified copy of the recorded plat and the applicant shall cover the costs of recording the plat in the public records in and for Palm Beach County Florida.
- **Section 4:** This resolution shall take effect immediately upon its adoption.

**PASSED AND APPROVED** by City Council for the City of Westlake, on this 24<sup>th</sup> day

of September, 2018.

City of Westlake Roger Manning, Mayor

Sandra Demarco, City Clerk

Approved as to Form and Sufficiency Pam E. Booker, City Attorney

#### Exhibit "A" Legal Description School Site Plat

A PARCEL OF LAND LYING IN SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF SECTION 1, TOWNSHIP 43 SOUTH, RANGE 40 EAST; THENCE S.01°33'05"W. ALONG THE EAST LINE OF SAID SECTION 1, A DISTANCE OF 250.33 FEET TO A POINT ON THE NORTH LINE OF THE 80 FOOT M-CANAL EASEMENT AS RECORDED IN DEED BOOK 1156, PAGE 58, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA AND AS SHOWN IN ROAD PLAT BOOK 6, PAGE 136 OF SAID RECORDS AND AS MONUMENTED; THENCE S.88°36'57"W. ALONG SAID NORTH LINE OF THE 80 FOOT M-CANAL EASEMENT, A DISTANCE OF 3776.52 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD AS RECORDED IN OFFICIAL RECORD BOOK 1544, PAGE 378, AND OFFICIAL RECORD BOOK 1640, PAGE 1626 BOTH OF SAID PUBLIC RECORDS; THENCE S.01°42'52"W. ALONG SAID EAST RIGHT-OF-WAY LINE, A DISTANCE OF 5462.24 FEET; THENCE DEPARTING SAID EAST RIGHT-OF-WAY LINE S.88°17'08"E., A DISTANCE OF 2671.09 FEET TO THE POINT OF BEGINNING; THENCE N.01°37'24"E., A DISTANCE OF 301.20 FEET TO A POINT OF CURVATURE OF A CURVE CONCAVE TO THE SOUTHEAST WITH A RADIUS OF 100.00 FEET; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 30°37'49", A DISTANCE OF 53.46 FEET TO A POINT OF TANGENCY: THENCE N.32°15'14"E., A DISTANCE OF 330.53 FEET TO A NON-TANGENT INTERSECTION WITH A CURVE CONCAVE TO THE SOUTHEAST WITH A RADIUS OF 95.09 FEET AND A RADIAL BEARING OF S.58°56'43"E. AT SAID INTERSECTION; THENCE EASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 94°01'15". A DISTANCE OF 156.04 FEET; THENCE S.55°21'38"E., A DISTANCE OF 747.89 FEET TO A NON-TANGENT INTERSECTION WITH A CURVE CONCAVE TO THE SOUTHWEST WITH A RADIUS OF 106.50 FEET AND A RADIAL BEARING OF S.31°30'23"W. AT SAID INTERSECTION; THENCE SOUTHERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 85°41'50", A DISTANCE OF 159.29 FEET; THENCE S.32°39'21"W., A DISTANCE OF 376.25 FEET; THENCE N.57°43'50"W., A DISTANCE OF 389.95 FEET; THENCE N.88°20'27"W., A DISTANCE OF 458.26 FEET TO THE POINT OF BEGINNING.

CONTAINING: 522,957.6928 SQUARE FEET OR 12.000 ACRES MORE OR LESS.

**DEDICATION AND RESERVATIONS** KNOW ALL MEN BY THESE PRESENTS THAT MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY. OWNER OF THE LAND SHOWN AND DESCRIBED HEREON AS SCHOOL SITE PLAT, BEING A PLAT OF A PORTION OF SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

A PARCEL OF LAND LYING IN SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF SECTION 1, TOWNSHIP 43 SOUTH, RANGE 40 EAST; THENCE S.01°33'05"W. ALONG THE EAST LINE OF SAID SECTION 1, A DISTANCE OF 250.33 FEET TO A POINT ON THE NORTH LINE OF THE 80 FOOT M-CANAL EASEMENT AS RECORDED IN DEED BOOK 1156, PAGE 58, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA AND AS SHOWN IN ROAD PLAT BOOK 6, PAGE 136 OF SAID RECORDS AND AS MONUMENTED; THENCE S.88°36'57"W. ALONG SAID NORTH LINE OF THE 80 FOOT M-CANAL EASEMENT, A DISTANCE OF 3776.52 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF SEMINOLE-PRATT WHITNEY ROAD AS RECORDED IN OFFICIAL RECORD BOOK 1544, PAGE 378, AND OFFICIAL RECORD BOOK 1640, PAGE 1626 BOTH OF SAID PUBLIC RECORDS; THENCE S.01°42'52"W. ALONG SAID EAST RIGHT-OF-WAY LINE, A DISTANCE OF 5462.24 FEET; THENCE DEPARTING SAID EAST RIGHT-OF-WAY LINE S.88°17'08"E., A DISTANCE OF 2671.09 FEET TO THE POINT OF BEGINNING; THENCE N.01°37'24"E., A DISTANCE OF 301.20 FEET TO A POINT OF CURVATURE OF A CURVE CONCAVE TO THE SOUTHEAST WITH A RADIUS OF 100.00 FEET; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 30°37'49", A DISTANCE OF 53.46 FEET TO A POINT OF TANGENCY; THENCE N.32°15'14"E., A DISTANCE OF 330.53 FEET TO A NON-TANGENT INTERSECTION WITH A CURVE CONCAVE TO THE SOUTHEAST WITH A RADIUS OF 95.09 FEET AND A RADIAL BEARING OF S.58°56'43"E. AT SAID INTERSECTION: THENCE EASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 94°01'15", A DISTANCE OF 156.04 FEET; THENCE S.55°21'38"E., A DISTANCE OF 747.89 FEET TO A NON-TANGENT INTERSECTION WITH A CURVE CONCAVE TO THE SOUTHWEST WITH A RADIUS OF 106.50 FEET AND A RADIAL BEARING OF S.31°30'23"W. AT SAID INTERSECTION: THENCE SOUTHERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 85°41'50", A DISTANCE OF 159.29 FEET; THENCE S.32°39'21"W., A DISTANCE OF 376.25 FEET; THENCE N.57°43'50"W., A DISTANCE OF 389.95 FEET; THENCE N.88°20'27"W., A DISTANCE OF 458.26 FEET TO THE POINT OF BEGINNING.

CONTAINING: 522,957.6928 SQUARE FEET OR 12.000 ACRES MORE OR LESS.

HAVE CAUSED THE SAME TO BE SURVEYED AND PLATTED AS SHOWN HEREON AND DO HEREBY DEDICATE AND **RESERVE AS FOLLOWS:** 

WITHOUT RECOURSE TO CITY OF WESTLAKE.

TRACT "C-3" TRACT "C-3", AS SHOWN HEREON, IS HEREBY RESERVED FOR MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY, ITS SUCCESSORS AND ASSIGNS, FOR FUTURE DEVELOPMENT AND PURPOSES CONSISTENT WITH THE ZONING REGULATIONS OF CITY OF WESTLAKE, FLORIDA, AND IS THE PERPETUAL MAINTENANCE OBLIGATION OF SAID MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY, ITS SUCCESSORS AND ASSIGNS,

WITNESS:

PRINT NAME:

WITNESS:

PRINT NAME:

ACKNOWLEDGEMENT

STATE OF FLORIDA COUNTY OF PALM BEACH

BEFORE ME PERSONALLY APPEARED JOHN F. CARTER WHO IS PERSONALLY KNOWN TO ME, OR HAS PRODUCED AS IDENTIFICATION, AND WHO EXECUTED THE FOREGOING INSTRUMENT AS MANAGER OF MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY, AND SEVERALLY ACKNOWLEDGED TO AND BEFORE ME THAT HE EXECUTED SUCH INSTRUMENT AS SUCH OFFICER OF SAID COMPANY, AND THAT THE SEAL AFFIXED TO THE FOREGOING INSTRUMENT IS THE COMPANY SEAL OF SAID COMPANY AND THAT IT WAS AFFIXED TO SAID INSTRUMENT BY DUE AND REGULAR COMPANY AUTHORITY, AND THAT SAID INSTRUMENT IS THE FREE ACT AND DEED OF SAID COMPANY.

WITNESS MY HAND AND OFFICIAL SEAL THIS DAY OF , 2018.

MY COMMISSION EXPIRES:

# SCHOOL SITE PLAT

BEING A PLAT OF A PORTION OF SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA

IN WITNESS WHEREOF, MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY HAS CAUSED THESE PRESENTS TO BE SIGNED BY ITS MANAGER AND ITS COMPANY SEAL TO BE AFFIXED HERETO BY AND WITH THE AUTHORITY OF ITS MEMBERS THIS DAY OF , 2018.

> MINTO PBLH, LLC A FLORIDA LIMITED LIABILITY COMPANY

> > BY: JOHN F. CARTER, MANAGER

NOTARY PUBLIC STATE OF FLORIDA

PRINT NAME:

COMMISSION NO.

(SEAL)

**CITY OF WESTLAKE'S APPROVAI** 

WESTLAKE BY A RESOLUTION DULY ADOPTED BY THE CITY COUNCIL THIS OF PROFESSIONAL SURVEYOR & MAPPER EMPLOYED BY THE CITY OF WESTLAKE IN ACCORDANCE WITH CHAPTER 177, F.S.

ATTEST CITY MANAGER, KEN CASSEL

#### TITLE CERTIFICATION

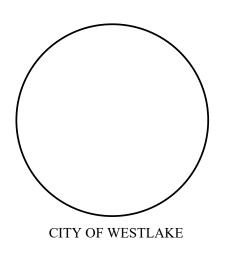
STATE OF FLORIDA COUNTY OF PALM BEACH

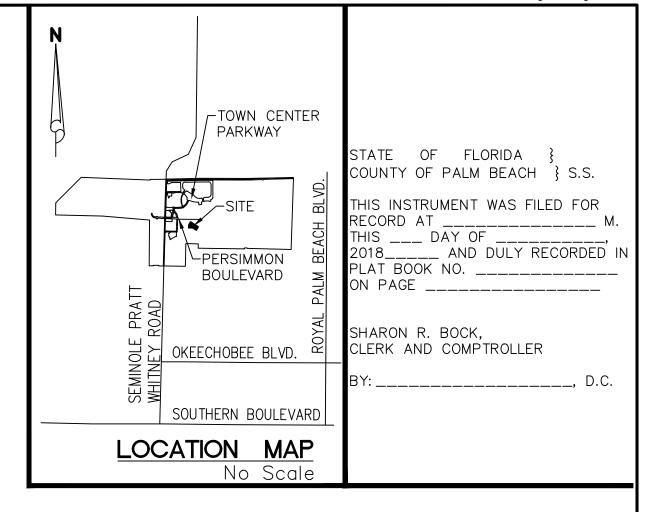
WE. FOUNDERS TITLE. A TITLE INSURANCE COMPANY, AS DULY LICENSED IN THE STATE OF FLORIDA DO HEREBY CERTIFY THAT WE HAVE EXAMINED THE TITLE TO THE HEREON DESCRIBED PROPERTY; THAT WE FIND THE TITLE TO THE PROPERTY IS VESTED IN MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY; THAT THE CURRENT TAXES HAVE BEEN PAID; AND THAT ALL PALM BEACH COUNTY SPECIAL ASSESSMENT ITEMS, AND ALL OTHER ITEMS HELD AGAINST SAID LANDS HAVE BEEN SATISFIED; THAT ALL MORTGAGES NOT SATISFIED OR RELEASED OF RECORD NOR OTHERWISE TERMINATED BY LAW ARE SHOWN HEREON; AND THAT THERE ARE NO OTHER ENCUMBRANCES OF RECORD.

DATED:

FOUNDERS TITLE

MINTO PBLH, LLC





#### **AREA TABULATION (IN ACRES)**

12.000 TOTAL ACRES, MORE OR LESS TRACT "C-3":

SURVEYORS NOTES

- PERMANENT REFERENCE MONUMENTS ARE SHOWN THUS: "■ "A 1 1/2" BRASS DISK STAMPED "PRM LB7768" SET IN A 4"X4"X24" CONCRETE MONUMENT. (UNLESS OTHERWISE NOTED).
- . BEARINGS SHOWN HEREON ARE BASED ON THE NORTH BOUNDARY OF SECTION 6, TOWNSHIP 43 SOUTH, RANGE 41 EAST, HAVING A GRID BEARING OF S.89°48'53"E. BEARINGS SHOWN HEREON, REFER TO THE STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983 (NAD 83 / '07) FOR THE EAST ZONE OF FLORIDA. SAID BASIS OF BEARING IS THE SAME IN THE NORTH AMERICAN DATUM OF 1983 (NAD 83 / '90).
- 3. NO BUILDING OR ANY KIND OF CONSTRUCTION OR TREES OR SHRUBS SHALL BE PLACED ON ANY EASEMENT WITHOUT PRIOR WRITTEN CONSENT OF ALL EASEMENT BENEFICIARIES AND ALL APPLICABLE COUNTY APPROVALS OR PERMITS AS REQUIRED FOR SUCH ENCROACHMENTS. THERE WILL BE NO ABOVE GROUND ENCROACHMENTS WHERE LAKE MAINTENANCE EASEMENTS AND UTILITY EASEMENTS OVERLAP.
- 4. THE BUILDING SETBACKS SHALL BE AS REQUIRED BY THE CITY OF WESTLAKE ZONING REGULATIONS.
- 5. NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF PALM BEACH COUNTY.
- 6. IN THOSE CASES WHERE EASEMENTS OF DIFFERENT TYPES CROSS OR OTHERWISE COINCIDE. DRAINAGE EASEMENTS SHALL HAVE FIRST PRIORITY UTILITY EASEMENTS SHALL HAVE SECOND PRIORITY, ACCESS EASEMENTS SHALL HAVE THIRD PRIORITY, AND ALL OTHER EASEMENTS SHALL BE SUBORDINATE TO THESE WITH THEIR PRIORITIES BEING DETERMINED BY USE RIGHTS GRANTED.
- 7. ALL LINES INTERSECTING CIRCULAR CURVES ARE RADIAL UNLESS OTHERWISE NOTED.
- 8. COORDINATES SHOWN HEREON ARE FLORIDA STATE PLANE GRID
- DATUM = NAD83 2007 ADJUSTMENT
- ZONE = FLORIDA EAST
- LINEAR UNITS = US SURVEY FEET
- COORDINATE SYSTEM = 1983 STATE PLANE
- PROJECTION = TRANSVERSE MERCATOR
- ALL DISTANCES ARE GROUND
- SCALE FACTOR: 1.0000 GROUND DISTANCE X SCALE FACTOR = GRID DISTANCE
- PLAT BEARING = GRID BEARING
- NO ROTATION
- ALL TIES TO SECTION CORNERS AND QUARTER CORNERS ARE GENERATED FROM MEASURED VALUES

#### **SURVEYOR & MAPPER'S CERTIFICATE**

THIS IS TO CERTIFY THAT THE PLAT SHOWN HEREON IS A TRUE AND CORRECT REPRESENTATION OF A SURVEY MADE UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION; THAT SAID SURVEY IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF; THAT PERMANENT REFERENCE MONUMENTS ("P.R.M.S") HAVE BEEN PLACED AS REQUIRED BY LAW, AND THAT PERMANENT CONTROL POINTS ("P.C.P.S"), AND MONUMENTS ACCORDING TO SEC. 177.091(9), F.S., WILL BE SET UNDER THE GUARANTEES POSTED WITH THE CITY OF WESTLAKE FOR THE REQUIRED IMPROVEMENTS; AND, FURTHER, THAT THE SURVEY DATA COMPLIES WITH ALL THE REQUIREMENTS OF CHAPTER 177, FLORIDA STATUTES, AS AMENDED, AND THE ORDINANCES OF THE CITY OF WESTLAKE, FLORIDA.

DATE: LUIS J. ORTIZ, P.S.M. LICENSE NO. LS7006 STATE OF FLORIDA THIS INSTRUMENT PREPARED BY LUIS J. ORTIZ, P.S.M. LS7006 STATE OF FLORIDA. GEOPOINT SURVEYING, INC. 4152 WEST BLUE HERON BOULEVARD, SUITE 105, RIVIERA BEACH, FLORIDA 33404. CERTIFICATE OF AUTHORIZATION NO. LB7768 Surveying, Inc. 4152 W. Blue Heron Blvd. Phone: (561) 444-2720 Suite 105 www.geopointsurvey.com Riviera Beach, FL 33404 Licensed Business Number LB 7768 SURVEYOR'S SEAL

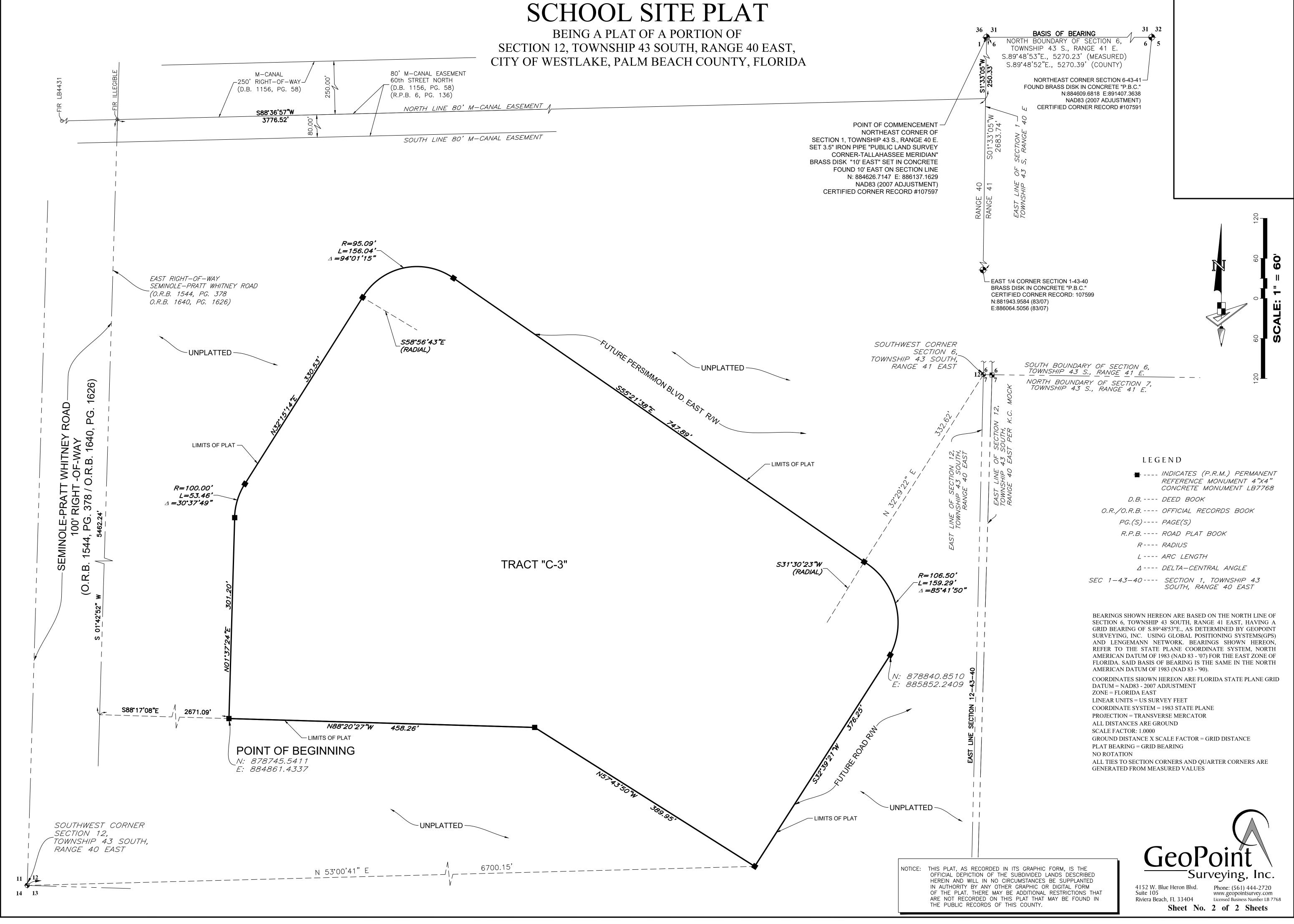
Sheet No. 1 of 2 Sheets

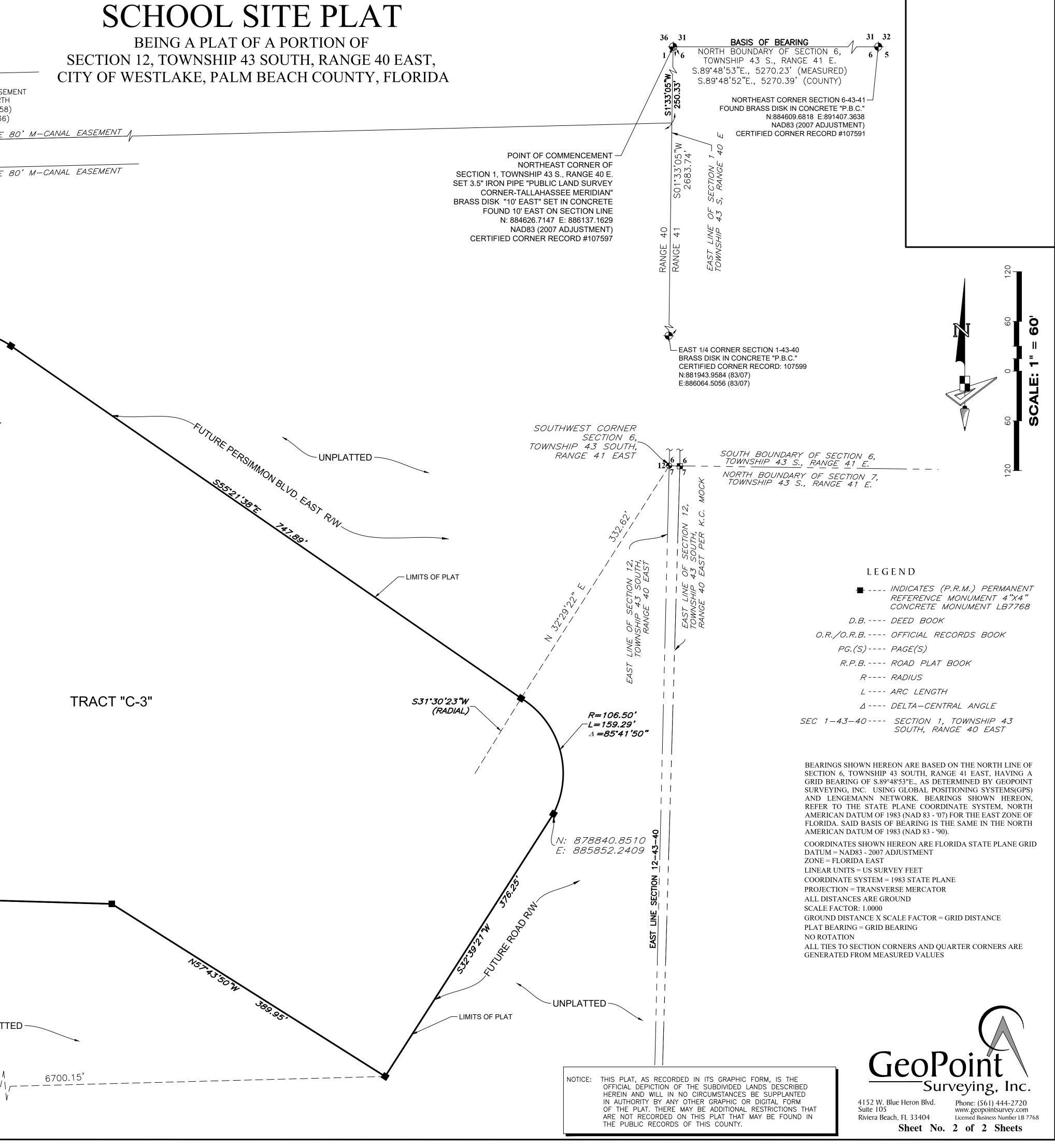
THIS CERTIFIES THAT THIS PLAT HAS BEEN ACCEPTED AND APPROVED BY THE CITY COUNCIL FOR THE CITY OF DAY 2018, IN ACCORDANCE WITH CHAPTER 177, F.S., AND HAS BEEN REVIEWED BY A

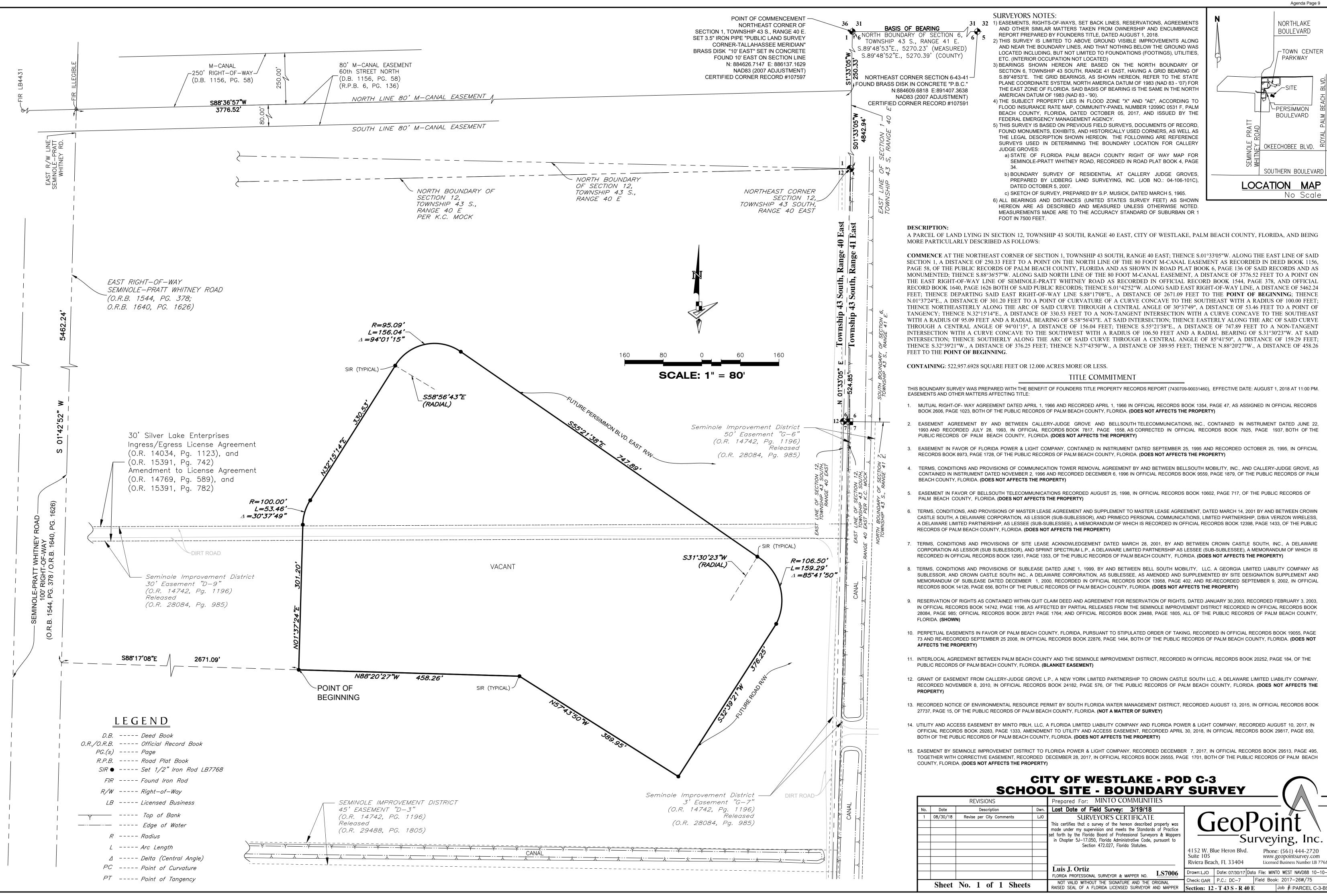
BY

CITY MAYOR, ROGER MANNING

HARRY BINNIE, PRESIDENT







	CITY OF WESTLAKE - POD C-3 SCHOOL SITE - BOUNDARY SURVEY								
	REVISIONS		Prepared For: MINTO COMMUNITIES						
Date	Description	Dwn.	Last Date of Field Survey: 3/19/18						
08/30/18	Revise per City Comments	LJO	SURVEYOR'S CERTIFICATE	Coopoint V					
			This certifies that a survey of the hereon described property was	GeoPoint					
			made under my supervision and meets the Standards of Practice						
			set forth by the Florida Board of Professional Surveyors & Mappers in Chapter 5J—17.050, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.	Surveying, Inc.					
				4152 W. Blue Heron Blvd. Phone: (561) 444-2720					
				Suite 105www.geopointsurvey.comRiviera Beach, FL 33404Licensed Business Number LB 7768					
			Luis J. Ortiz	Drawpul IO Date: 07/20/17 Data Eller MINTO WEST NAVD89 10 10 17					
			FLORIDA PROFESSIONAL SURVEYOR & MAPPER NO.	Drawn:LJO Date: 07/30/17 Data File: MINTO WEST NAVD88 10-10-17					
Shoot	No. 1 of 1 Sheets		NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL	Check: GAR P.C.: DC-7 Field Book: 2017-26W/75					
Sheet	TAU. I UI I SHEELS	)	RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER	Section: 12 - T 43 S - R 40 E Job #: PARCEL C-3-BS					



#### **CITY OF WESTLAKE**

Engineering Department 4001 Seminole Pratt Whitney Road Westlake, Florida 33470 Phone: (561) 530-5880 www.westlakegov.com

4. STAFF REVIEW:	CONDITIONAL APPROVAL
LOCATION:	Westlake, Florida
REQUEST:	Plat & Boundary Survey Review
OWNER:	Minto PBLH, LLC
APPLICANT:	Minto PBLH, LLC
3. DESCRIPTION:	Pod C-3 Plat
2. PETITION NUMBER:	ENG-2018-22
1. DATE:	9/10/2018

The Engineering Department approves the plans with the following conditions:

• The plat cannot be recorded until the guarantee for the land development work is received.

This letter has been prepared by the following individual, in association with their consultants and subconsultants:

Suzanne Dombrowski, P.E. Chen Moore and Associates Tel: 561.746.6900 x 1035 Email: <u>sdombrowski@chenmoore.com</u>

Agenda Page 11

## **Sixth Order of Business**

September 24, 2018

#### **RESOLUTION 2018-25**

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, APPROVING THE FINAL PLAT OF PERSIMMON BOULEVARD EAST, PLAT 2, LOCATED BY METES AND BOUNDS AS A PORTION OF LAND LYING IN SECTION 1 AND SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, AND SECTION 7, IN THE CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, PROVIDING FOR RECORDATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Minto PBLH, LLC, a Florida Limited Liability Company, as the Applicant has requested approval Persimmon Boulevard East, Plat 2, Final Plat, described by metes and bounds description as a parcel of land lying in Section 1 and Section 12, Township 43 South, Range 40 East, and Section 7, in the City of Westlake, Palm Beach County, Florida, as described in Exhibit "A", attached hereto; and

**WHEREAS,** the City of Westlake has the exclusive jurisdiction to approve the plat pursuant to Florida Statutes, §177.071; and

**WHEREAS,** the application has been reviewed and approved by a Professional Surveyor and Mapper for the City of Westlake, and said Surveyor and Mapper has found the application to be consistent with the requirements under Florida Statutes, Chapter 177; and

**WHEREAS,** the building staff, engineering staff and planning staff for the City of Westlake has reviewed the application, the final plat and the boundary survey, and the collective staff has recommended approval; and

**WHEREAS,** after careful review and consideration, the collective staff has determined that this application has complied with the City of Westlake's interim Land Development Codes and Florida law.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, THAT:

- **Section 1:** The above recitals are true and correct and are incorporated herein by this reference.
- Section 2: The City Council for the City of Westlake hereby approves the final plat and boundary survey for Persimmon Boulevard East, Plat 2, Final Plat, as described in the attached Exhibit "A", containing approximately eleven (11.299) acres, which is located in the City of Westlake, and in Palm Beach County, Florida.
- Section 3. The applicant shall provide a certified copy of the recorded plat and the applicant shall cover the costs of recording the plat in the public records in and for Palm Beach County Florida.
- **Section 4:** This resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED by City Council for the City of Westlake, on this 24<sup>th</sup> day

of September, 2018.

City of Westlake Roger Manning, Mayor

Sandra Demarco, City Clerk

Approved as to Form and Sufficiency Pam E. Booker, City Attorney

#### Exhibit "A" Legal Description PERSIMMON BOULEVARD EAST-PLAT 2

COMMENCE AT THE NORTHEAST CORNER OF SECTION 1, TOWNSHIP 43 SOUTH, RANGE 40 EAST; THENCE S.01°33'05"W. ALONG THE EAST LINE OF SAID SECTION 1, A DISTANCE OF 250.33 FEET TO A POINT ON THE NORTH LINE OF THE 80 FOOT M-CANAL ROAD EASEMENT AS RECORDED IN DEED BOOK 1156, PAGE 58 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA AND AS SHOWN IN ROAD PLAT BOOK 6, PAGE 136 OF SAID PUBLIC RECORDS, AND AS MONUMENTED; THENCE S.88°36'57"W. ALONG SAID NORTH LINE OF THE 80 FOOT M-CANAL ROAD EASEMENT, A DISTANCE OF 3776.52 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF SEMINOLE PRATT WHITNEY ROAD AS RECORDED IN OFFICIAL RECORD BOOK 1544, PAGE 378 AND OFFICIAL RECORD BOOK 1640, PAGE 1626 BOTH OF SAID PUBLIC RECORDS; THENCE S.01°42'52"W. ALONG SAID EAST RIGHT-OF-WAY LINE OF SEMINOLE PRATT WHITNEY ROAD. A DISTANCE OF 4364.18 FEET TO THE NORTHWEST CORNER OF THE EXISTING RIGHT-OF-WAY OF SEMINOLE PRATT WHITNEY ROAD AS RECORDED IN OFFICIAL RECORD BOOK 28479, PAGE 822 OF SAID PUBLIC RECORDS, ALSO A POINT ON THE SOUTH LINE OF PERSIMMON BOULEVARD AS RECORDED IN OFFICIAL RECORD BOOK 10202, PAGE 430, OF SAID PUBLIC RECORDS; THENCE S.88°17'08"E., ALONG SAID SOUTH LINE OF PERSIMMON BOULEVARD, A DISTANCE OF 646.56 FEET TO A POINT ON THE EAST LINE OF SAID EXISTING RIGHT-OF-WAY OF SEMINOLE PRATT WHITNEY ROAD; THENCE S.01°42'52"W., ALONG SAID EAST LINE, A DISTANCE OF 77.00 FEET; THENCE CONTINUE S.01°42'52"W., A DISTANCE OF 3.00 FEET TO A POINT ON THE ADDITIONAL RIGHT-OF-WAY OF PERSIMMON BOULEVARD, AS SHOWN ON PERSIMMON BOULEVARD EAST - PLAT 1, AS RECORDED IN PLAT BOOK 125, PAGES 106 AND 107, OF SAID PUBLIC RECORDS; THENCE CONTINUE ALONG SAID ADDITIONAL RIGHT-OF-WAY FOR THE FOLLOWING THREE (3) COURSES: 1) S.88°17'08"E., A DISTANCE OF 573.95 FEET; 2) THENCE S.43°17'00"E., A DISTANCE OF 53.74 FEET; 3) THENCE S.88°17'08"E., A DISTANCE OF 114.00 FEET TO THE SOUTHEAST CORNER OF PERSIMMON BOULEVARD EAST - PLAT 1, AS RECORDED IN PLAT BOOK 125, PAGES 106 AND 107, OF SAID PUBLIC RECORDS, ALSO TO THE POINT OF BEGINNING; THENCE CONTINUE ALONG THE EAST BOUNDARY OF SAID PERSIMMON BOULEVARD EAST - PLAT 1 FOR THE FOLLOWING FIVE (5) COURSES: 1) N.01°42'52"E., A DISTANCE OF 12.00 FEET; 2) THENCE N.46°42'52"E., A DISTANCE OF 43.17 FEET; 3) THENCE N.01°42'52"E., A DISTANCE OF 125.47 FEET; 4) THENCE N.88°16'09"W., A DISTANCE OF 5.31 FEET; 5) THENCE N.45°29'10"W., A DISTANCE OF 54.25 FEET TO A POINT ON THE SOUTH BOUNDARY OF ILEX WAY PHASE I, AS RECORDED IN PLAT BOOK 126, PAGES 116 AND 117, OF SAID PUBLIC RECORDS; THENCE N.89°16'35"E., ALONG SAID SOUTH BOUNDARY OF ILEX WAY PHASE I, A DISTANCE OF 14.08 FEET; THENCE S.45°29'11"E., A DISTANCE OF 40.42 FEET; THENCE S.88°17'08"E., A DISTANCE OF 240.35 FEET; THENCE S.76°58'32"E., A DISTANCE OF 76.49 FEET; THENCE S.88°17'08"E., A DISTANCE OF 85.33 FEET TO A POINT OF CURVATURE OF A CURVE CONCAVE TO THE SOUTH WITH A RADIUS OF 2303.00 FEET; THENCE EASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 32°55'30", A DISTANCE OF 1323.42 FEET TO A POINT OF TANGENCY; THENCE S.55°21'38"E., A DISTANCE OF 312.31 FEET: THENCE S.54°05'27"E., A DISTANCE OF 135.39 FEET; THENCE S.55°21'38"E., A DISTANCE OF 714.42 FEET TO A POINT OF CURVATURE OF A CURVE CONCAVE NORTHEASTERLY WITH A RADIUS OF 2837.00 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 19°52'51", A DISTANCE OF 984.40 FEET TO A POINT OF TANGENCY; THENCE S.75°14'29"E., A DISTANCE OF 117.95 FEET; THENCE N.59°45'31"E., A DISTANCE OF 27.08 FEET; THENCE N.14°45'31"E., A DISTANCE OF 20.85 FEET; THENCE S.75°14'29"E., A DISTANCE OF 67.27 FEET; THENCE N.14°45'31"E., A DISTANCE OF 11.00 FEET; THENCE S.75°14'29"E., A DISTANCE OF 52.90 FEET; THENCE S.14°45'31"W., A DISTANCE OF 20.92 FEET; THENCE S.30°14'29"E., A DISTANCE OF 41.13 FEET; THENCE S.75°14'29"E., A DISTANCE OF 25.00 FEET; THENCE S.14°45'31"W., A DISTANCE OF 101.00 FEET; THENCE N.75°14'29"W., A DISTANCE OF 19.41 FEET; THENCE S.59°45'31"W., A DISTANCE OF 48.28 FEET; THENCE S.14°45'31"W., A DISTANCE OF 25.00 FEET; THENCE N.75°14'29"W., A DISTANCE OF 120.00 FEET; THENCE N.14°45'31"E., A DISTANCE OF 14.00 FEET; THENCE N.30°14'29"W., A DISTANCE OF 48.28 FEET; THENCE N.75°14'29"W., A DISTANCE OF 103.46 FEET TO A POINT OF CURVATURE OF A CURVE CONCAVE TO THE NORTH WITH A RADIUS OF 2948.00 FEET; THENCE WESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 01°57'33", A DISTANCE OF 100.81 FEET; THENCE N.60°24'34"W., A DISTANCE OF 51.29 FEET A NON-TANGENT INTERSECTION WITH A CURVE CONCAVE NORTHEASTERLY WITH A RADIUS OF 2937.00 FEET AND A RADIAL BEARING OF N.17°41'36"E. 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CONTAINING: 11.299 ACRES, MORE OR LESS.

## PERSIMMON BOULEVARD EAST - PLAT 2 BEING A PLAT OF A PORTION OF SECTIONS 1 AND 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST AND SECTION 7, TOWNSHIP 43 SOUTH, RANGE 41 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA

ACKNOWLEDGEMENT

#### **DEDICATION AND RESERVATIONS:**

KNOW ALL MEN BY THESE PRESENTS THAT MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY, OWNERS OF THE LAND SHOWN AND DESCRIBED HEREON AS PERSIMMON BOULEVARD EAST PLAT 2, BEING A PORTION OF SECTIONS 1 AND 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, AND SECTION 7, TOWNSHIP 43 SOUTH, RANGE 41 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF SECTION 1, TOWNSHIP 43 SOUTH, RANGE 40 EAST; THENCE S.01°33'05"W. ALONG THE EAST LINE OF SAID SECTION 1, A DISTANCE OF 250.33 FEET TO A POINT ON THE NORTH LINE OF THE 80 FOOT M-CANAL ROAD EASEMENT AS RECORDED IN DEED BOOK 1156, PAGE 58 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA AND AS SHOWN IN ROAD PLAT BOOK 6, PAGE 136 OF SAID PUBLIC RECORDS, AND AS MONUMENTED; THENCE S.88°36'57"W. ALONG SAID NORTH LINE OF THE 80 FOOT M-CANAL ROAD EASEMENT, A DISTANCE OF 3776.52 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF SEMINOLE PRATT WHITNEY ROAD AS RECORDED IN OFFICIAL RECORD BOOK 1544, PAGE 378 AND OFFICIAL RECORD BOOK 1640, PAGE 1626 BOTH OF SAID PUBLIC RECORDS; THENCE S.01°42'52"W. 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#### CONTAINING: 11.299 ACRES, MORE OR LESS.

HAVE CAUSED THE SAME TO BE SURVEYED AND PLATTED AS SHOWN HEREON AND DO HEREBY DEDICATE AND **RESERVE AS FOLLOWS:** 

#### **DEDICATION:**

#### **ROAD RIGHT-OF-WAY**

TRACT "A", SHOWN HEREON AS PERSIMMON BOULEVARD EAST, IS HEREBY DEDICATED TO THE CITY OF WESTLAKE, A FLORIDA MUNICIPAL CORPORATION, ITS SUCCESSORS AND/OR ASSIGNS, FOR ROAD RIGHT-OF-WAY PURPOSES AND SHALL BE THE PERPETUAL MAINTENANCE OBLIGATION OF THE CITY OF WESTLAKE. THE SEMINOLE IMPROVEMENT DISTRICT, AN INDEPENDENT SPECIAL DISTRICT OF THE STATE OF FLORIDA, ITS MY COMMI

SUCCESSORS AND ASSIGNS, IS HEREBY GRANTED AND RESERVED AN EASEMENT OVER THE ROAD RIGHT-OF-WAY FOR ANY AND ALL PURPOSES AUTHORIZED BY CHAPTER 2000-431, LAWS OF FLORIDA AND CHAPTERS 189 AND 298, FLORIDA STATUTES, IN SO FAR AS SUCH USES ARE NOT INCONSISTENT WITH ITS UTILIZATION FOR ROAD RIGHT-OF-WAY PURPOSES. RESPONSIBILITY FOR THE INSTALLATION, MAINTENANCE, OPERATIONS, REPAIR AND/OR REPLACEMENT OF ANY FACILITIES SO INSTALLED SHALL REMAIN THE PERPETUAL OBLIGATION OF THE SEMINOLE IMPROVEMENT DISTRICT, WITHOUT RECOURSE TO THE CITY OF WESTLAKE.

#### **OPEN SPACE TRACT**

TRACTS O.S.T. #1 THROUGH O.S.T. #5, AS SHOWN HEREON, IS HEREBY RESERVED FOR MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY, ITS SUCCESSORS AND ASSIGNS FOR OPEN SPACE PURPOSES AND ARE THE PERPETUAL MAINTENANCE OBLIGATION OF SAID MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY, ITS SUCCESSORS AND ASSIGNS, WITHOUT RECOURSE TO THE CITY OF WESTLAKE.

TRACT O.S.T. #6, AS SHOWN HEREON, IS HEREBY DEDICATED TO THE SEMINOLE IMPROVEMENT DISTRICT, AN INDEPENDENT SPECIAL DISTRICT OF THE STATE OF FLORIDA, ITS SUCCESSORS AND ASSIGNS, FOR OPEN SPACE AND ANY AND ALL PURPOSES AUTHORIZED BY CHAPTER 2000-431, LAWS OF FLORIDA AND CHAPTERS 189 AND 298, FLORIDA STATUTES, AND IS THE PERPETUAL MAINTENANCE OBLIGATION OF SAID DISTRICT, ITS SUCCESSORS AND ASSIGNS, WITHOUT RECOURSE TO THE CITY OF WESTLAKE. THE SEMINOLE IMPROVEMENT DISTRICT SHALL HAVE THE RIGHT TO GRANT OTHER UTILITY PROVIDERS THE ABILITY TO USE THE TRACT, IN ITS SOLE DISCRETION.

#### UTILITY EASEMENTS

ALL UTILITY EASEMENTS DESCRIBED ON THE PLAT ARE PRIVATE NON-EXCLUSIVE EASEMENTS UNLESS EXPRESSLY STATED OTHERWISE THEREIN. ALL UTILITY RIGHTS AND EASEMENTS ESTABLISHED BY OR RESERVED BY THIS PLAT ARE HEREBY RESERVED TO THE SEMINOLE IMPROVEMENT DISTRICT, (A LOCAL UNIT OF SPECIAL PURPOSE GOVERNMENT ESTABLISHED PURSUANT TO CHAPTERS 189 AND 298, FLORIDA STATUTES, AS A PUBLIC UTILITY PROVIDER OF WATER, SEWER AND RECLAIMED WATER), ITS SUCCESSORS AND ASSIGNS, SUBJECT TO THOSE CERTAIN RESTRICTION OF RIGHTS, COVENANTS AND DEDICATIONS AS MAY HEREAFTER BE IMPOSED BY GRANTOR; PROVIDED FURTHER SAID GRANTS OR ASSIGNMENTS SHALL NOT BE DEEMED A PUBLIC DEDICATION OF SAID RIGHTS OR EASEMENTS. THE SEMINOLE IMPROVEMENT DISTRICT SHALL HAVE THE RIGHT TO GRANT OTHER UTILITY PROVIDERS THE ABILITY TO USE THE EASEMENT, IN ITS SOLE DISCRETION.

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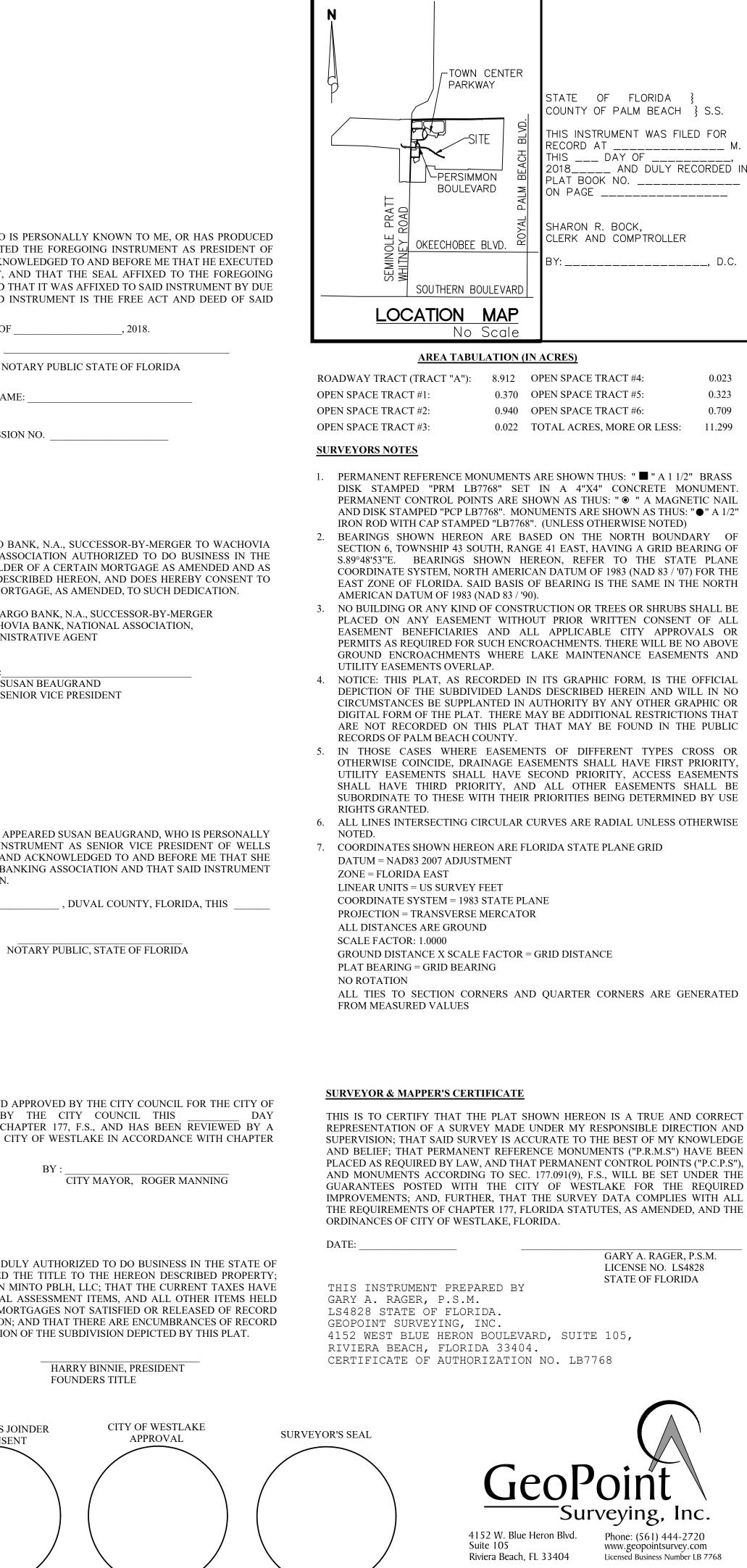
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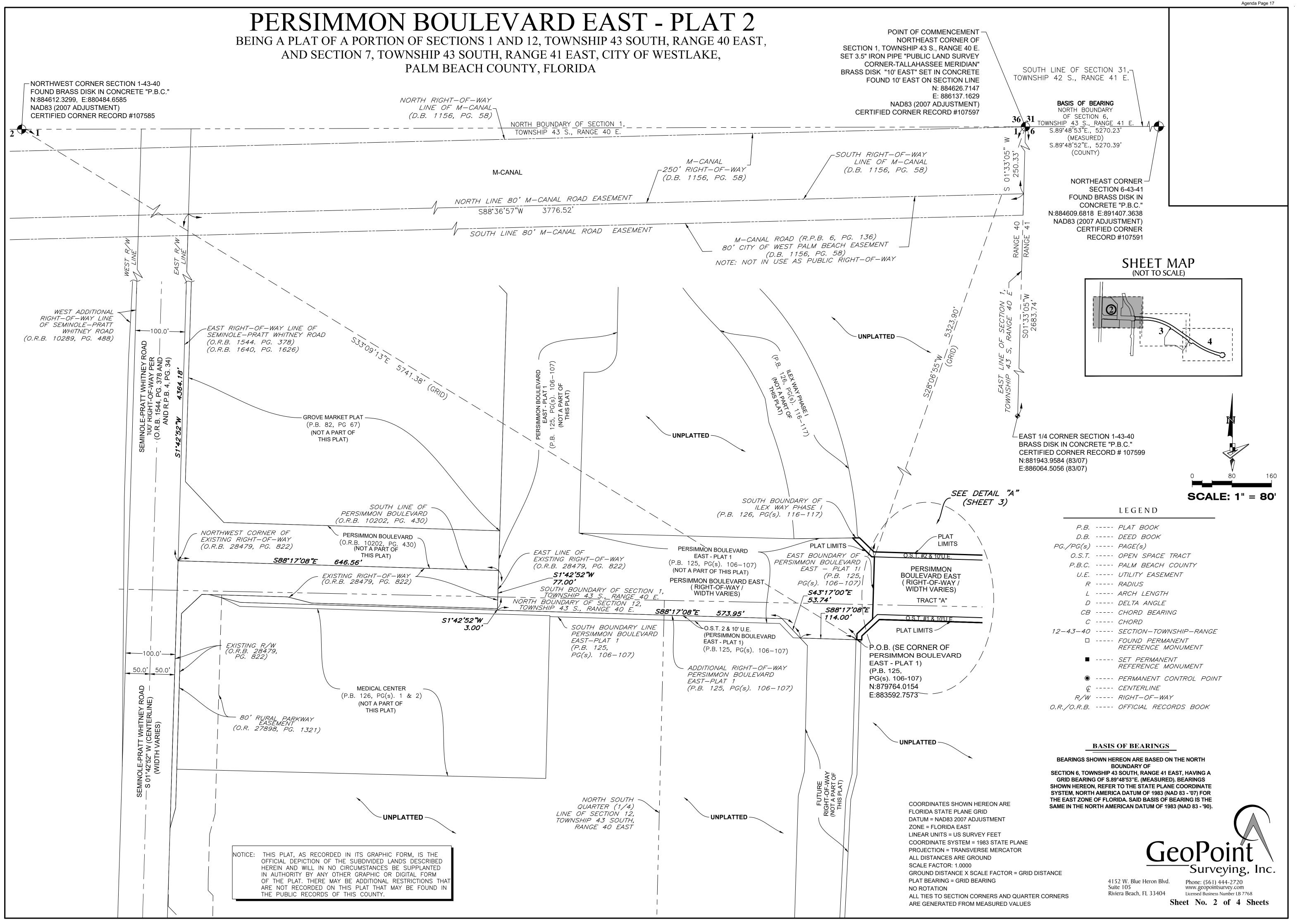
S WHEREOF	F, MINTO PBLH, LLC,	A FLORIDA LIMITED LIABI	LITY COMPANY HAS CAUSED	THESE PRESENTS
NED BY ITS	MANAGER AND ITS	COMPANY SEAL TO BE AFE	FIXED HERETO BY AND WITH	THE AUTHORITY
MBERS THIS	DAY OF	. 2018.		

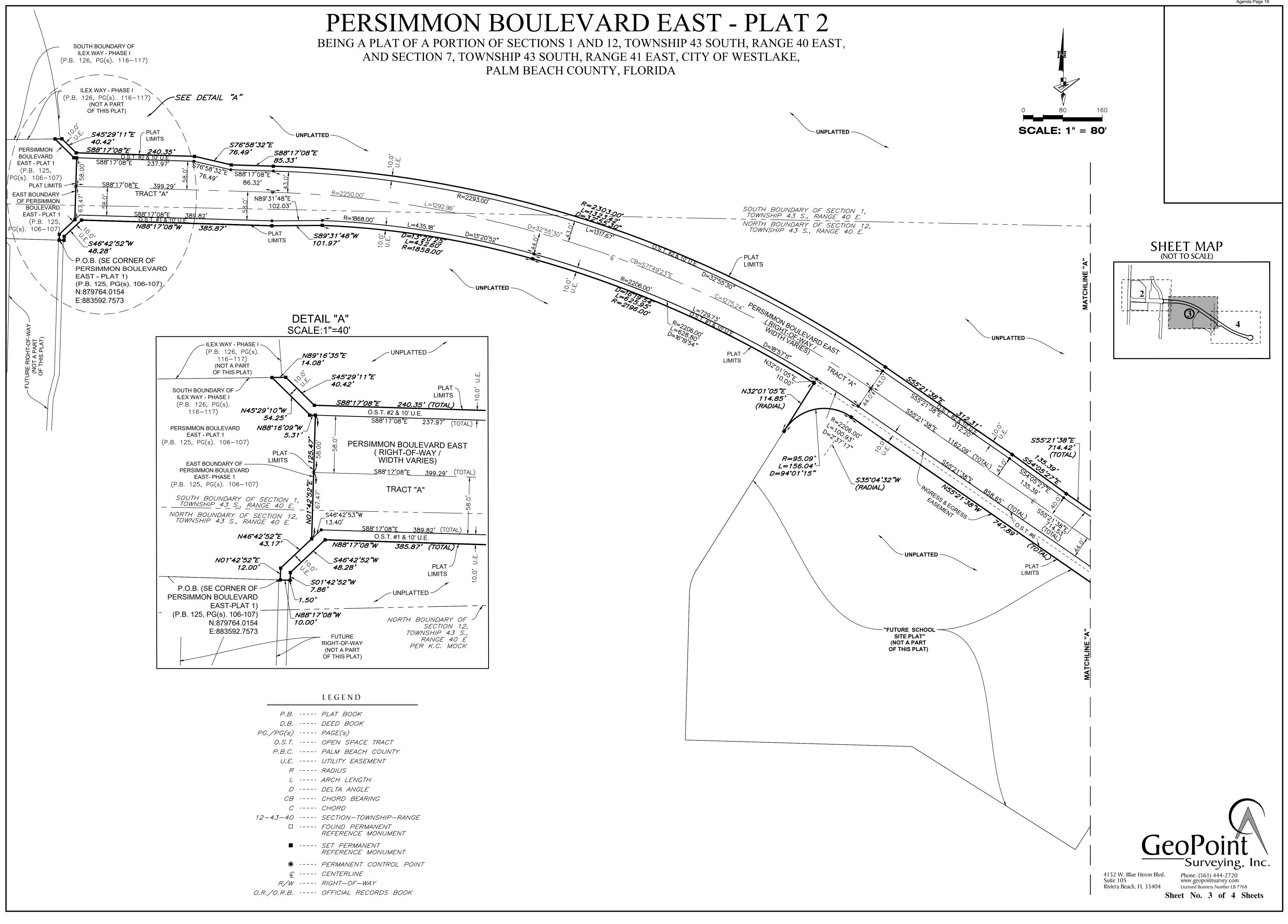
		PBLH, LLC DA LIMITED LIABILITY	Y COMPANY	STATE OF FLORIDA COUNTY OF PALM BEACH	
	BY:	HN F. CARTER, MANAG	GER	BEFORE ME PERSONALLY APPEARED SCO	
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ME:				AND REGULAR STATUTORY AUTHORITY DISTRICT.	,
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		PUBLIC STATE OF FL		KNOW ALL MEN BY THESE PRESENTS TH BANK, NATIONAL ASSOCIATION, A NATIO STATE OF FLORIDA, HEREBY CERTIFIES TH DESCRIBED IN THE TITLE CERTIFICATION	ONAL BANKING A HAT IT IS THE HOLI I, ON THE LAND DI
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TATED HEREON, DATED THIS	DAY OF	, 2018.		PRINT NAME:	
	CITY OF WES A MUNICIPAI	STLAKE L CORPORATION		ACKNOWLEDGMENT	
				STATE OF FLORIDA COUNTY OF DUVAL	
ME:		ITY MAYOR, ROGER		BEFORE ME, THE UNDERSIGNED AUTHORI' KNOWN, TO ME AND WHO EXECUTED T FARGO BANK, N.A., A NATIONAL BANKING EXECUTED SUCH INSTRUMENT AS SUCH O IS THE FREE ACT AND DEED OF SAID BANK	HE FOREGOING IN G ASSOCIATION, A DFFICER OF SAID B
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J <mark>EDGEMENT</mark> FLORIDA F PALM BEACH				DAY OF, 2018. MY COMMISSION EXPIRES:	
E PERSONALLY APPEARED ROGER M AS IDENTIFICATION F THE CITY OF WESTLAKE, A MUNIC E THAT [HE] [SHE] EXECUTED SUCH IN AFFIXED TO THE FOREGOING INS YON AND THAT IT WAS AFFIXED TO S	N, AND WHO EXECUT CIPAL CORPORATION, NSTRUMENT AS SUCH TRUMENT IS THE C	TED THE FOREGOING , AND SEVERALLY A H OFFICER OF SAID CO CORPORATE SEAL (II	G INSTRUMENT AS CITY CKNOWLEDGED TO AND ORPORATION, AND THAT F AVAILABLE) OF SAID		
SAID INSTRUMENT IS THE FREE ACT A				(SEAL)	
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	COMMISSION NO.			ATTEST:	
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NCE OF DEDICATION				STATE OF FLORIDA	
FLORIDA DF PALM BEACH				COUNTY OF WE, FOUNDERS TITLE, A TITLE INSURANC	CE COMPANY, AS I
IMPROVEMENT DISTRICT, AN INDEP THE DEDICATIONS AND RESERVATIONS COMPANY IN THE OPENICATIONS AND RESERVATIONS	ONS TO SAID DISTRIC	CT AS STATED AND	SHOWN HEREON, AND	FLORIDA DO HEREBY CERTIFY THAT WE THAT WE FIND THE TITLE TO THE PROPE BEEN PAID; AND THAT ALL PALM BEACH AGAINST SAID LANDS HAVE BEEN SATISI	RTY IS VESTED IN H COUNTY SPECIA FIED; THAT ALL M
, 2018.	SEMINOLE IM		CT, AN INDEPENDENT	NOR OTHERWISE TERMINATED BY LAW AB BUT THOSE ENCUMBRANCES DO NOT PROP DATED:	
		COTT MASSEY, PRESII			
ME:			CITY OF WESTLA	AKE SEMINOLE IMPROVEMENT	
	MIN	TO PBLH, LLC	ACCEPTANCE		MORTGAGEE'S AND CONS
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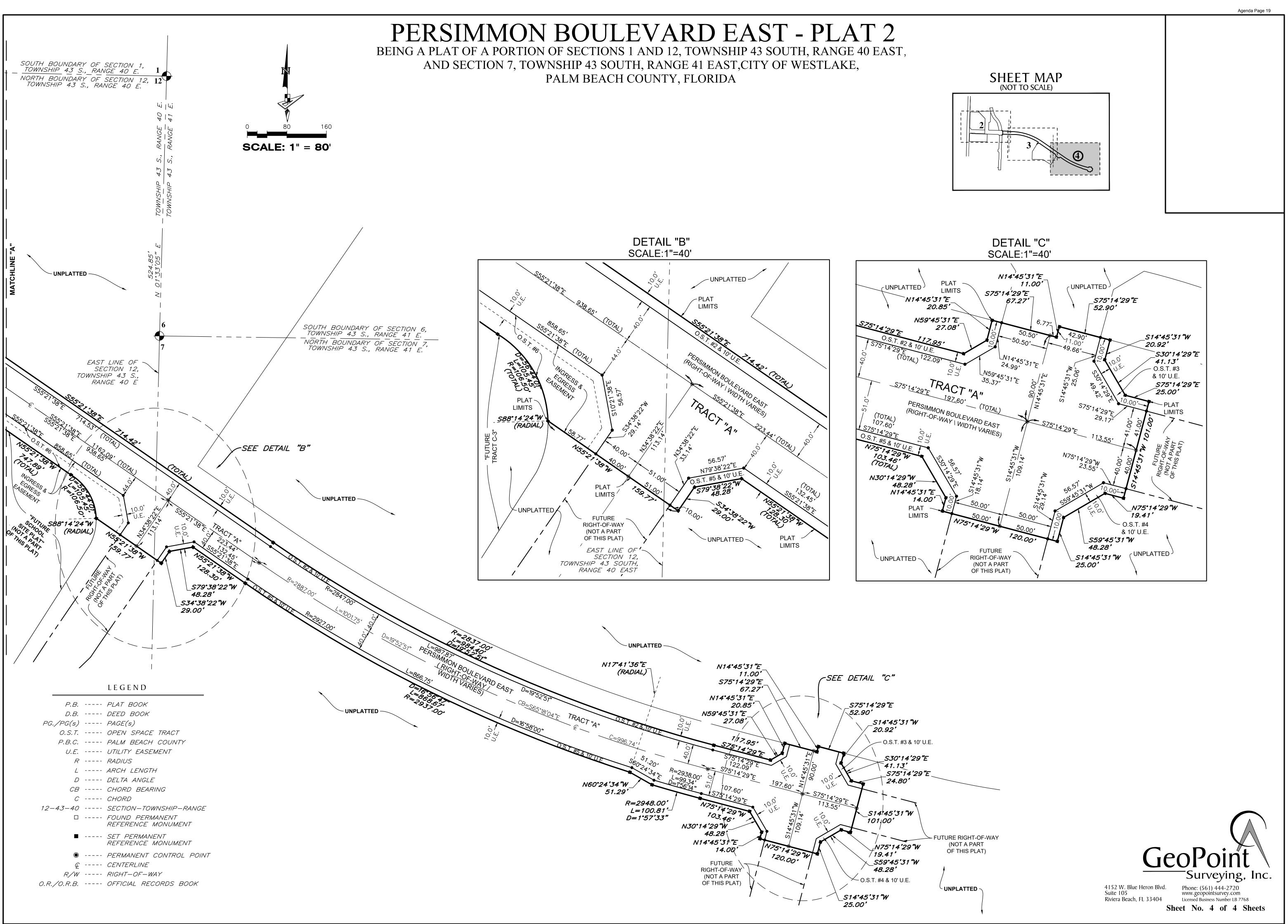
#### Agenda Page 16

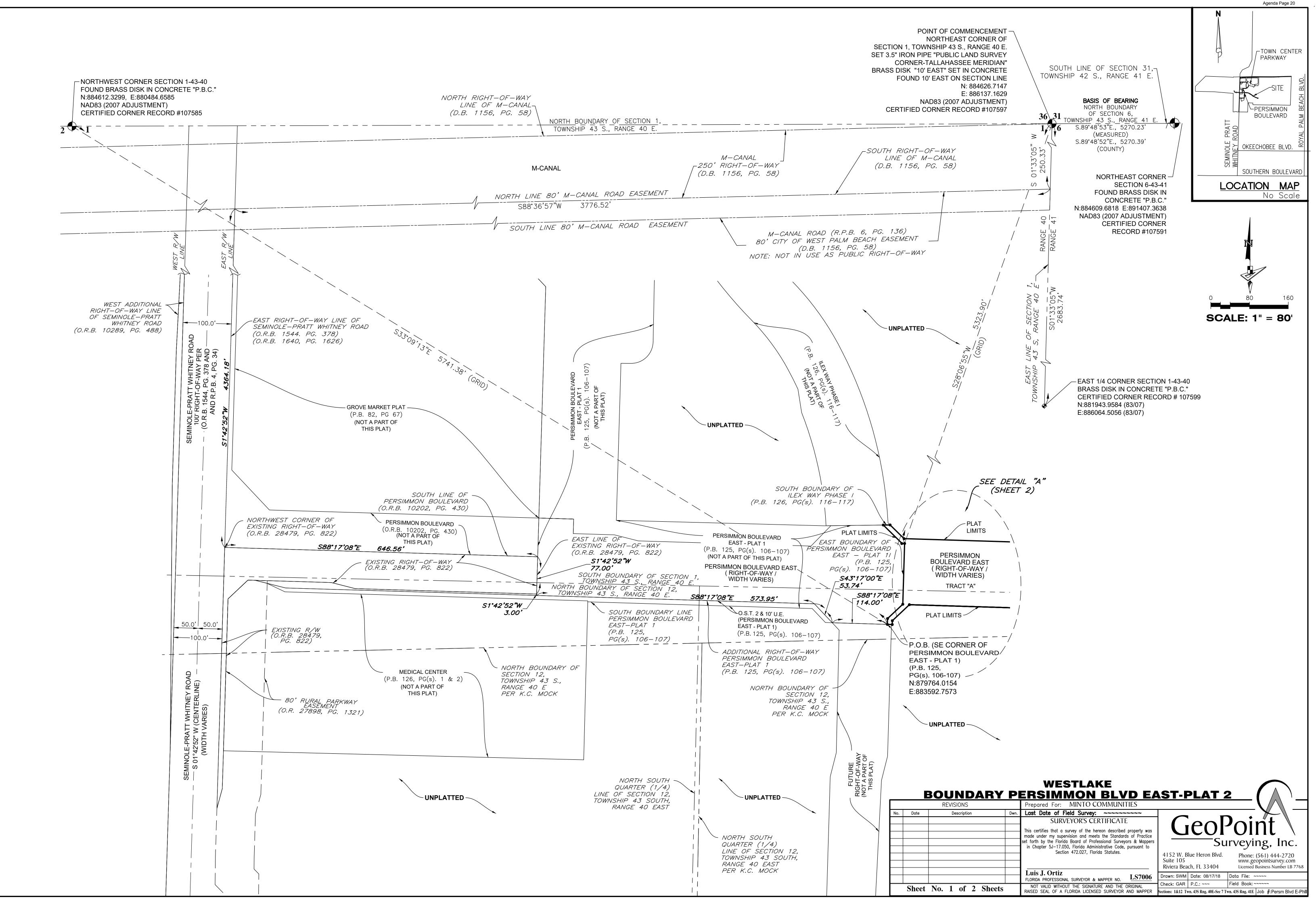


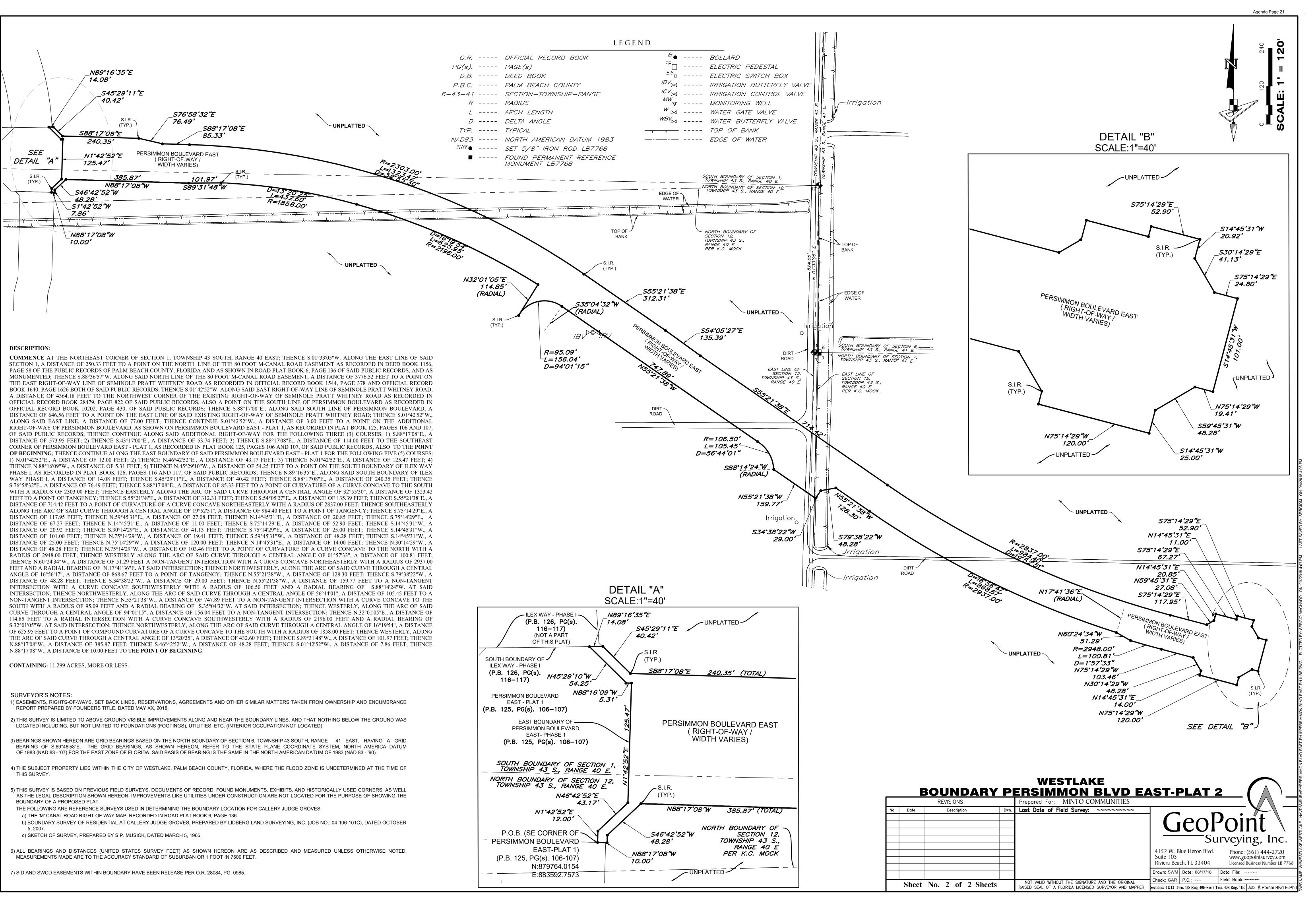
Sheet No. 1 of 4 Sheets













#### **CITY OF WESTLAKE**

Engineering Department 4001 Seminole Pratt Whitney Road Westlake, Florida 33470 Phone: (561) 530-5880 www.westlakegov.com

- 1. **DATE:** 9/10/2018
- 2. **PETITION NUMBER:** ENG-2018-23
- 3. DESCRIPTION: Persimmon Blvd East Phase II

APPLICANT: Minto PBLH, LLC

OWNER: Minto PBLH, LLC

**REQUEST:** Plat & Boundary Survey Review

- LOCATION: Westlake, Florida
- 4. STAFF REVIEW: CONDITIONAL APPROVAL

The Engineering Department approves the plans with the following conditions:

- Obtain approval from the Seminole Improvement District
- The plat cannot be recorded until the guarantee for the land development work is received.

This letter has been prepared by the following individual, in association with their consultants and subconsultants:

Suzanne Dombrowski, P.E. Chen Moore and Associates Tel: 561.746.6900 x 1035 Email: <u>sdombrowski@chenmoore.com</u>

## **Seventh Order of Business**



Date:September 19, 2018To:Mayor and CouncilCopy:Pam Booker, City AttorneyFrom:Ken Cassel, City ManagerSubject:Fiscal Year 2018-2019 Budget

#### Memorandum

Honorable Mayor and City Council

I am pleased to submit the Fiscal Year 2018-2019 budget message for the City of Westlake. The City has made significant progress over the past year in receiving approval of its Comprehensive Master Plan from the Department of Economic Opportunity. We have had initial meetings on drafting the City's Land Development Regulations (LDR's). This success emanates from the continuing coordinated teamwork between you the City Council, the City Manager, City Attorney, City Planner, City Engineer, City Clerk, Building Department, the backoffice staff and the Seminole Improvement District Board and Staff.

The City has experienced a forty-three percent growth in the taxable value as of December 31, 2017. We have processed and approved over ten plats and over one hundred (100) single family home building permits were issued. As of August 24, 2018, there were sixty-seven (67) homes closed to new owners. The first phase of the Hammocks is almost sold out and they are beginning on phase two. The Meadows (FKA Pod R) is progressing toward land development. Town Center Parkway is being constructed from the easterly entrance of Hammocks to the second entrance of Meadows. Ilex Way, from Town Center Parkway South to Persimmon, is under construction. Phases two and three of Ilex Way, from Persimmon to Waterside Drive, are under review.

The Building Department issued a building permit for the free-standing emergency facility at the corner of Seminole Pratt Whitney Road and Persimmon Blvd. We have received plans for the construction of the new Palm Beach County Fire Station No. 22 located on the corner of Town Center Parkway South and Seminole Pratt Whitney Road. We received and have begun processing development plans for POD P containing a single family active adult community of approximately five hundred homes.

The FPL Westlake substation is under construction as well as the new transmission lines to feed the substation. FPL has purchased 400 acres of land west of Seminole Pratt Whitney road for a new solar power plant. The solar plant project is projected to begin construction in 2020, if not sooner. There continues to be interest by commercial and residential developers/builders for locating within the city limits. We recently met with representatives for commercial construction on an outparcel at the existing Grove Market Place.

The road widening project by Seminole Improvement District on Seminole Pratt Whitney Road from Seminole ridge High School to 60<sup>th</sup> street is in the closing out process. A full signalized intersection is anticipated to be constructed by SID over the next year at Waters Edge Drive and Seminole Pratt Whitney Road. This will serve as an access point to the park area to the west of Seminole Pratt Whitney Road, south of the high school and the commercial area to the east

It is important for us to remember the unique governmental structure under which the City was formed and was envisioned to operate. The City was formed coextensive with Seminole Improvement District in response to the need for self-determination and the ability to cut through the bureaucratic delay. The vision for the City has always been a government light model. This was and is possible because Seminole Improvement District (a special purpose government) was already in place, having the ability to provide all services except for the following: Planning & Zoning, Public Safety, and Land Development Regulations. The City Charter was designed to eliminate or minimize the potential for duplication of services between Seminole Improvement District and the City.

The City's Charter set up a Council / Manager form of governance which provides for the elected officials to be the policy setting portion of the City and the City Manager as the implementation and operations of the City. The two constitutional officers within the charter are the City Manager and the City Attorney. These two positions can be an individual or a firm by contract and are not employees of the City. The charter further contemplates all contracted services will be administered by the City Manager. The City Attorney is responsible for all legal matters and can bring in specialized counsel as necessary. The City Manager and City Attorney work together to keep the City in compliance with the applicable Florida Statutes.

The City and Seminole Improvement District entered an interlocal agreement to further clarify the interface and responsibilities of each entity. In broad terms, the City will provide Comprehensive Planning, Planning & Zoning, Building Department, Land Development Regulations, Public Safety, Solid Waste and Code Compliance. SID will provide the operations and maintenance of all infrastructure (i.e. water, wastewater, reuse, stormwater, roads, and parks) for SID and other public infrastructure.

The approved millage rate for the FY 2018-2019 remains at 5.125 mils. This is anticipated to generate approximately \$248,894 in ad-valorem taxes to the City based on the taxable value provided by the County. The proposed budget for FY 2018-2019 is \$3,291,000. The difference between the taxes received and the budget is made up of several components. Those components being interest, licenses, permits & fees, other taxes and deficit funding from the major developer.

The Truth-In-Millage (TRIM) Notice that was sent to all property owners listed a millage rate of 5.125 mills as an 89.37% tax increase over the roll back rate. The roll back rate is the millage rate that would be set to generate the exact same amount of tax revenue as the prior year. The roll back rate would be 2.706 mills and generate only \$126,142. Generating the exact amount of revenue would not be practical as the city must be able to provide services and administrative infrastructure to operate. With a growing city the expenses for operations are

there before the tax revenue is received and therefore, it appears to be a tax increase. The actual tax per property remains relatively flat.

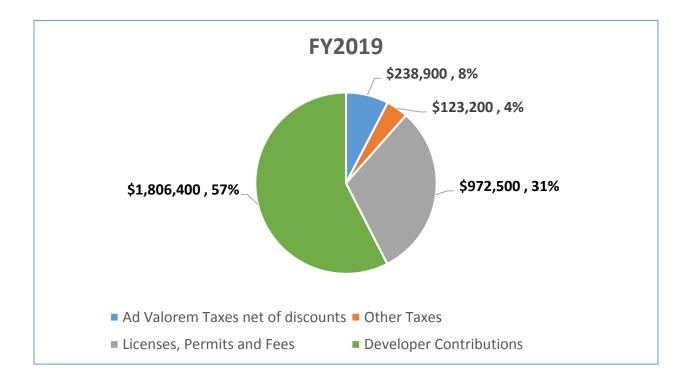
You will note some significant changes in some line items from last years approved budget. These increases are directly related to the current and projected growth within the City over the next year. The City's budget consist solely of what is termed the "General" fund. This fund is for the operation of the general government as well as infrastructure operation and maintenance.

Due to the lag time of taxable values and the budget cycle this budget is again heavily dependent on deficit funding from the major developer. We must remember that a significant amount of land within the City limits is still agricultural. The agricultural land carries a lower taxable value and results in lower tax revenues. As the City continues to develop with residential and commercial properties the tax base will continue to increase. With this increase in taxable value the dependency on deficit funding will decrease over time.

The charts and grafts on the following pages should provide a better picture of the revenues and expense categories for the FY 2018-2019 budget. The projections forecast to FY 2025. The charts and graphs are based on current data. The projections do not include any commercial development. The commercial development was not accounted for since only one new commercial building within the City has been completed and would not provide enough information to be useful.

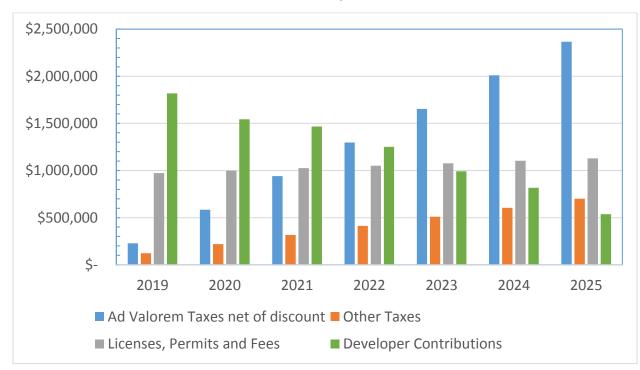
#### Projected Revenue by Source

The projected revenue by source chart shows the current percentage of the FY 2019 budget that is covered from the various revenue sources. The licenses, Permits and Fees revenue is directly related to the amount of development within the city and offsets the expense of the engineering, building, and planning & zoning departments. It should be noted for the current year there is a significant amount of deficit funding to cover the lag time between homes being built and taxes received.



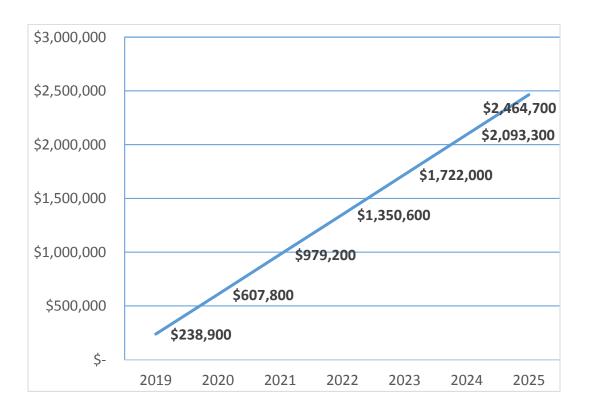
### Projected Revenues by Source Based Solely on Home Construction to FY 2025

The revenue graph below shows the relative changes in the revenue sources from the current year to FY 2025. The increase in the tax revenue is a result of additional homes constructed and the resultant increase in taxable value. Also note as the number of homes and their cumulative taxable value increases the developer contribution decreases.



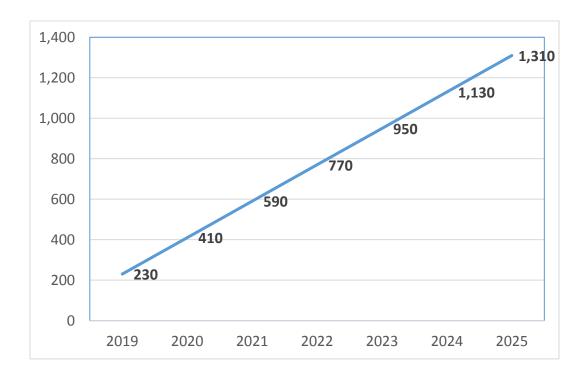
### Projected Ad Valorem Tax Revenue, Net of Discounts, Based Solely on Home Construction

The chart below takes into consideration the discounts offered to property owners who pay their taxes early. The projections are based on the same data as the remainder of the charts and graphs.



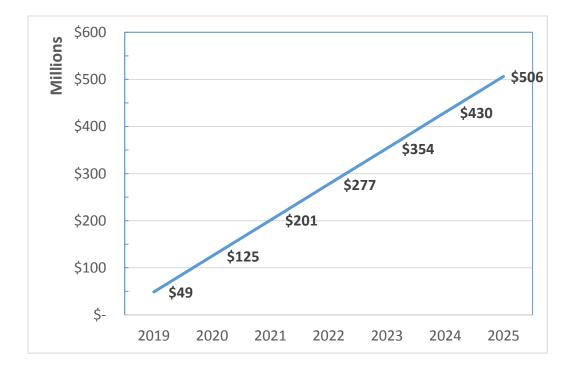
### Projected Number of Homes by Year End

The graph below is based on current growth and projected to be linear over time. By the end of 2019 there should be approximately two hundred and thirty homes within the City and by FY 2025 there is projected to be thirteen hundred homes.



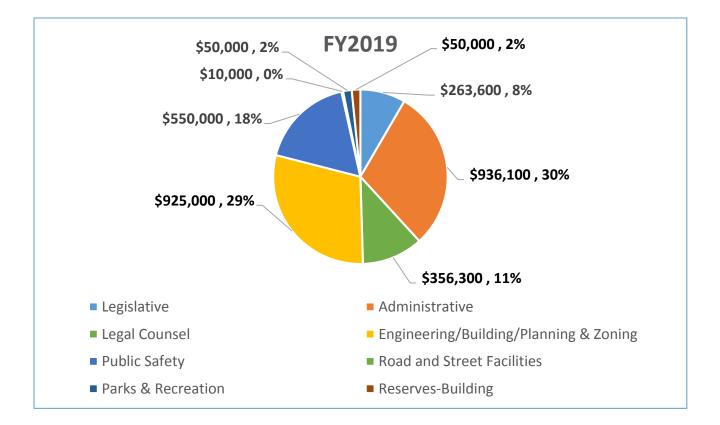
### Projected Change in Taxable Value Based Solely on Home Construction

The following chart is based upon the change in overall taxable value within the city. The projection is linier to FY 2015 and provides the basis for the revenue by sources in the graph above. Again, this analysis and projection does not include any new commercial development.



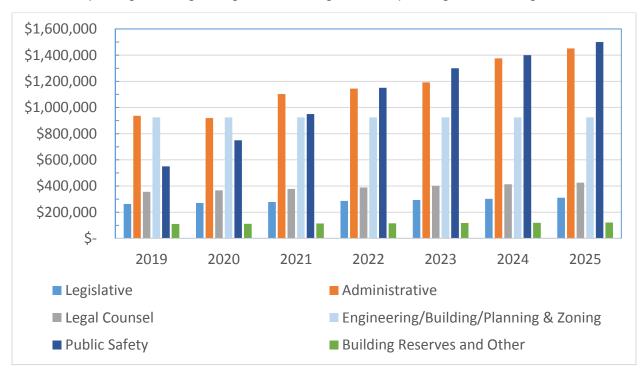
#### **Budgeted Expenditures by Type**

The chart indicates expenditures by type for FY 2019. It should be noted that the Engineering/Building/Planning & Zoning expenses are directly related to the amount of development activity within the city



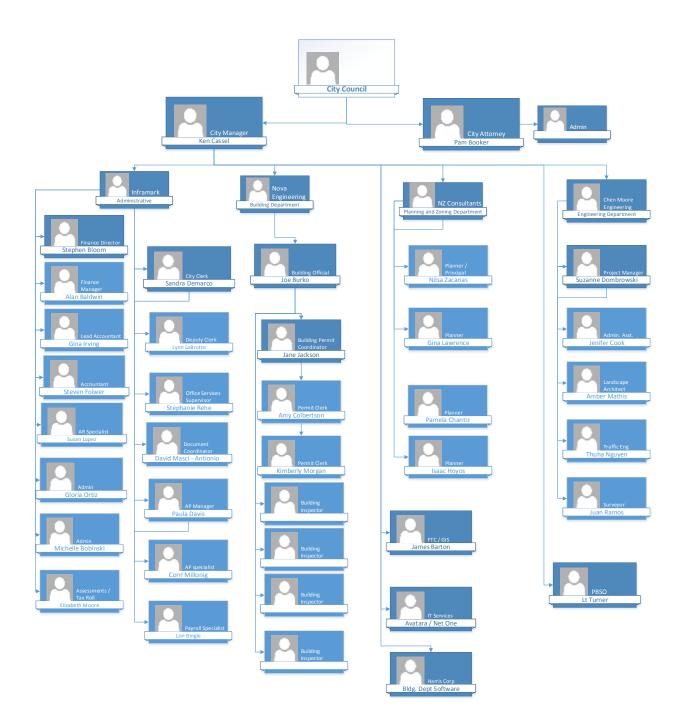
#### Budgeted Expenditures by Type Based Solely on Home Construction to FY 2025

The graph projects the expenditures in the various areas. There is significant growth in the public safety and administrative components. With the population growth there is need for additional public safety coverage for the city. The administrative component includes but is not limited to information technology, management services, website operations, auditing services, communications, postage & freight, legal advertising, leases, printing and binding.



### **Organizational Chart**

Below is an organizational chart showing all contract entities and the associated personnel necessary to provide the current level of services to the residents. Some of the individuals listed provide limited levels of service, however all thirty-seven plus are necessary to the overall operations during this time.



It is this team of individuals and firms working together that produces a cohesive efficient effective operation and governance structure.

As you can see the City of Westlake continues to grow at a staggering rate. The management team is ready to continue meeting the needs of the new residents and the growth of the City. I look forward to working with the Council, Management Team and the Seminole Improvement District staff during the coming year to continue the new paradigm of public sector management.

Respectfully,

Kent Mand

Kenneth G. Cassel, City Manager

## **CITY OF WESTLAKE**



#### Annual Operating Budget Fiscal Year 2019

Version 3 - Proposed Budget (Version Date: 9/11/2018)

# **Table of Contents**

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Narratives	6 - 11

# **CITY OF WESTLAKE**

# **Public Officials**

# Mayor

Roger Manning

# Vice Mayor

Katrina Long Robinson

# Councilmann

Philip Everett

# Councilman

John Stanavitch

# Councilwoman

Kara Crump

# Administrative Staff

Ken Cassel, City Manager Pam Booker, Attorney

Inframark Infrastructure Management Services, Financial Services

# FY2019 Summary Budget - General Fund

ACCOUNT DESCRIPTION         ACTUAL PY 2017         BUDGET FY 2018         THRU JUNE-2018         JUL- SEP-2018         PROJECTED PY 2018         BUDGE PY 2019           REVENUES         Interest - Investments         \$ 1.293         \$ 2.000         \$ 730         \$ 243         \$ 973         \$ 2.           Ad Valorem Taxes (5.125 millage)         -         138.030         140.217         -         140.217         236.           Ad Valorem Taxes - Discounts         -         (5.521)         (6.463)         (5.463)         (5.455         970.           Developer Contribution         1,117,965         1,580,967         769,568         811,399         1,580,967         1,818.           TOTAL REVENUES         1,372,655         1,883,976         1,739,345         832,083         2,571,428         3,141.           Expenditures         204,000         204,000         153,000         51,000         204,000			ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL BUDGET FY 2019
REVENUES         Interest - Investments         \$ 1,293         \$ 2,000         \$ 730         \$ 243         \$ 973         \$ 2, Ad Valorem Taxes. Discounts           Ad Valorem Taxes. Discounts         -         138,030         140,217         -         140,217         28,60         12,81         -         12,85         12,85         123,85         123,85         123,85         123,85         123,85         123,85         123,85         124,85         144,91         144,91         144,92         144,27         283,45         144,277         140,700		ACTUAL		THRU			
Interest - Investments       \$ 1,293       \$ 2,000       \$ 730       \$ 243       \$ 973       \$ 2,         Ad Valorem Taxes (5,125 millage)       -       138,030       140,217       -       140,217       28,040         Ad Valorem Taxes (5,125 millage)       -       (5,521)       (5,463)       -       (5,463)       -       (5,463)       0,643       0,000       10,285       29,579       123,000       140,217       -       140,217       29,555       970,000       0,000       10,586       825,155       970,000       0,000       1,319,000       10,586       825,155       970,000       1,818,000       1,724       9,955       2,9,579       1,381,000       1,780,945       832,083       2,571,428       3,141,         TOTAL REVENUES       1,372,655       1,883,976       1,739,345       832,083       2,571,428       3,141,         Executives         Sataries       204,000       204,000       153,000       51,000       204,000       204,000       204,000       204,000       204,000       204,000       24,667       44,         Carl Legislative Council Expenses       219,606       247,606       180,705       60,235       244,673       263,000       246,677 <th>ACCOUNT DESCRIPTION</th> <th></th> <th></th> <th>-</th> <th></th> <th></th>	ACCOUNT DESCRIPTION			-			
Ad Valorem Taxes (5.125 millage)       -       138,030       140,217       -       140,217       236,         Ad Valorem Taxes - Discounts       -       (5,521)       (5,463)       -       (5,463)       (5,463)       (5,463)       (5,463)       (5,463)       (5,463)       (5,463)       (5,463)       (6,521)       (5,463)       (6,543)       (7,69,568)       811,399       1,580,967       769,568       811,399       1,580,967       1,883,976       1,739,345       832,083       2,571,428       3,141,         Expenditures         Legislative         Salarise       204,000       204,000       153,000       51,000       204,000	REVENUES						
Ad Valorem Taxes - Discounts         - (5,521)         (5,463)         - (5,463)         (9,           Licenses, Permits & Fees         253,397         167,500         814,569         10,086         625,155         970.           Other Taxes         - 1,000         19,724         9,855         29,757         123,           Developer Contribution         1,117,965         1,580,967         769,568         811,399         1,580,967         1,818,           TOTAL REVENUES         1,372,655         1,883,976         1,739,345         832,083         2,571,428         3,141,           EXPENDITURES         -         -         28,000         153,000         51,000         204,000         <	Interest - Investments	\$ 1,293	\$ 2,000	\$ 730	\$ 243	\$ 973	\$ 2,000
Ad Valorem Taxes - Discounts         - (5,521)         (5,463)         - (5,463)         (9,           Licenses, Permits & Fees         253,397         167,500         814,569         10,586         825,155         970,           Other Taxes         1,000         19,724         9,855         29,757         123,           Developer Contribution         1,117,965         1,580,967         769,568         811,399         1,580,967         1,818,           TOTAL REVENUES         1,372,655         1,883,976         1,739,345         832,083         2,571,428         3,141,           EXPENDITURES         1,372,655         1,883,976         1,739,345         832,083         2,501,400         204,000         20	Ad Valorem Taxes (5.125 millage)	-	138,030	140,217	-	140,217	236,400
Other Taxes         -         1,000         19,724         9,855         29,579         123, 1,580,967           Developer Contribution         1,117,965         1,580,967         769,568         811,399         1,580,967         1,818,           TOTAL REVENUES         1,372,655         1,883,976         1,739,345         832,083         2,571,428         3,141,           EXPENDITURES         Legislative         204,000         204,000         153,000         51,000         204,000         204,000         204,000         204,000         204,000         204,000         204,000         204,000         204,000         204,000         51,000         204,000         2	( <b>0</b> )	-		-	-	(5,463)	(9,500)
Developer Contribution         1,117,965         1,580,967         769,568         811,399         1,580,967         1,818,           TOTAL REVENUES         1,372,655         1,883,976         1,739,345         832,083         2,571,428         3,141,           EXPENDITURES         Legislative         Salaries         204,000         204,000         153,000         51,000         204,007         400,000         401,003         402,077         410,00         402,077         410,00         424,273         263,000         244,273         263,000         244,273         263,000         7,000         7,000         7,000         7,000         7,000         7,000         7,000         7,000         7,000	Licenses, Permits & Fees	253,397	167,500	814,569	10,586	825,155	970,500
TOTAL REVENUES         1,372,655         1,883,976         1,739,345         832,083         2,571,428         3,141,           EXPENDITURES         Legislative         Salaries         204,000         204,000         153,000         51,000         204,000         20,007         410,000         10,973         6,00,00         204,000         20,007 </td <td>Other Taxes</td> <td>-</td> <td>1,000</td> <td>19,724</td> <td>9,855</td> <td>29,579</td> <td>123,200</td>	Other Taxes	-	1,000	19,724	9,855	29,579	123,200
EXPENDITURES           Legislative           Salaries         204,000         204,000         153,000         51,000         204,000         204,000           Payroll Taxes         15,606         15,606         11,705         3,902         15,607         15,           Other Legislative/Council Expenses         -         28,000         16,000         5,333         24,667         44,           Total Legislative         219,606         247,606         180,705         60,235         244,273         263,           Administrative         3,085         7,000         -         7,000         7,000         7,000         7,000         7,000         7,000         7,000         7,000         7,000         7,000         7,36,61         15,643         90,00         11,597         3,866         15,463         90,01         10,73         -         10,73	Developer Contribution	1,117,965	1,580,967	769,568	811,399	1,580,967	1,818,400
Legislative           Salaries         204,000         204,000         153,000         51,000         204,000         204,000           Payroll Taxes         15,606         15,606         11,705         3,902         15,607         15,607           Other Legislative/Council Expenses         28,000         16,000         5,333         244,667         44,           Total Legislative         219,606         247,606         180,705         60,235         244,273         263,           Administrative         Executive Services         249,101         283,830         256,558         85,519         342,077         410,           Auditing Services         3,085         7,000         -         7,000         7,000         7,           General Government         58,361         126,260         71,153         23,400         94,886         423,           Misc-Contingency         1,858         90,000         11,597         3,866         15,463         90,           Cap Outlay         -         140,000         10,973         -         10,973         647,039         936,           Legal Counsel         296,300         284,280         218,540         74,100         292,640         356,	TOTAL REVENUES	1,372,655	1,883,976	1,739,345	832,083	2,571,428	3,141,000
Legislative           Salaries         204,000         204,000         153,000         51,000         204,000         204,000           Payroll Taxes         15,606         15,606         11,705         3,902         15,607         15,607           Other Legislative/Council Expenses         28,000         16,000         5,333         244,667         44,           Total Legislative         219,606         247,606         180,705         60,235         244,273         263,           Administrative         Executive Services         249,101         283,830         256,558         85,519         342,077         410,           Auditing Services         3,085         7,000         -         7,000         7,000         7,           General Government         58,361         126,260         71,153         23,400         94,886         423,           Misc-Contingency         1,858         90,000         11,597         3,866         15,463         90,           Cap Outlay         -         140,000         10,973         -         10,973         647,039         936,           Legal Counsel         296,300         284,280         218,540         74,100         292,640         356,	EXPENDITURES						
Salaries         204,000         204,000         153,000         51,000         204,000         204,000           Payroll Taxes         15,606         15,606         11,705         3,902         15,607         15,           Other Legislative/Council Expenses         -         28,000         16,000         5,333         24,667         44,           Administrative         2         219,606         247,606         180,705         60,235         244,273         263,           Administrative         2         249,101         283,830         256,558         85,519         342,077         410,           Auditing Services         3,085         7,000         -         7,000         2,04,00         3,06,00         2,04,00         3,01,073         10,973         6,         7,000         <							
Payroll Taxes         15,606         15,606         11,705         3,902         15,607         15, 07           Other Legislative/Council Expenses         -         28,000         16,000         5,333         24,667         44, 44, 44, 44, 70           Total Legislative         219,606         247,606         180,705         60,235         244,273         263, 263, 263,205           Administrative         Executive Services         249,101         283,830         256,558         85,519         342,077         410, 410, 7000         7,000         2,00         2,00         2,00         2,00         2,00         2,00         2,00         2,00         2,00         2,00 <td>•</td> <td>204,000</td> <td>204,000</td> <td>153,000</td> <td>51,000</td> <td>204.000</td> <td>204,000</td>	•	204,000	204,000	153,000	51,000	204.000	204,000
Other Legislative/Council Expenses         -         28,000         16,000         5,333         24,667         44,           Total Legislative         219,606         247,606         180,705         60,235         244,273         263,           Administrative         Executive Services         249,101         283,830         256,558         85,519         342,077         410,           Auditing Services         3,085         7,000         -         7,000         7,000         7,           General Government         58,361         126,260         71,153         23,400         94,886         423,           Misc-Contingency         1,858         90,000         11,597         3.866         15,463         90,           Cap Outlay         -         140,000         10,973         -         10,973         6,           Total Administrative         312,405         647,090         350,281         119,785         470,399         936,           Legal Counsel         296,300         284,280         218,540         74,100         292,640         356,           Total Legal Counsel         296,300         284,280         218,540         74,100         292,640         356,           Comprehensive Planning			-	-			15,600
Total Legislative         219,606         247,606         180,705         60,235         244,273         263,           Administrative         Executive Services         249,101         283,830         256,558         85,519         342,077         410,           Auditing Services         3,085         7,000         -         7,000         292,640         356,         7,010         292,640         356,         7,010         292,640         356,         7,010	,	-	-	,	,	,	44,000
Executive Services         249,101         283,830         256,558         85,519         342,077         410, 410, 410,000           Auditing Services         3,085         7,000         -         7,000         7,000         7, 7,000         7,000         7,000         7, 7,000         7,000	0	219,606			· · · · · ·		263,600
Executive Services         249,101         283,830         256,558         85,519         342,077         410, 410, 410,00           Auditing Services         3,085         7,000         -         7,000         7,000         7,           General Government         58,361         126,260         71,153         23,400         94,886         423,           Misc-Contingency         1,858         90,000         11,597         3,866         15,463         90,           Cap Outlay         -         140,000         10,973         -         10,973         6,           Total Administrative         312,405         647,090         350,281         119,785         470,399         936,           Legal Counsel         -         -         140,000         10,973         -         10,973         6,           Total Administrative         312,405         647,090         350,281         119,785         470,399         936,           Legal Counsel         -         -         126,300         284,280         218,540         74,100         292,640         356,           Comprehensive Planning         475,949         430,000         696,235         103,073         799,308         925,           Total Com	Administrative						
Auditing Services       3,085       7,000       -       7,000       29,388       9,796       39,184       5500,       7,000       29,388       9,796 <td></td> <td>249 101</td> <td>283 830</td> <td>256 558</td> <td>85 519</td> <td>342 077</td> <td>410,000</td>		249 101	283 830	256 558	85 519	342 077	410,000
General Government         58,361         126,260         71,153         23,400         94,886         423, Misc-Contingency           Misc-Contingency         1,858         90,000         11,597         3,866         15,463         90, Cap Outlay           Total Administrative         312,405         647,090         350,281         119,785         470,399         936,           Legal Counsel         296,300         284,280         218,540         74,100         292,640         356,           Total Legal Counsel         296,300         284,280         218,540         74,100         292,640         356,           Comprehensive Planning         296,300         284,280         218,540         74,100         292,640         356,           Comprehensive Planning         475,949         430,000         696,235         103,073         799,308         925,           Total Comprehensive Planning         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities		- , -	,			,	7,000
Misc-Contingency       1,858       90,000       11,597       3,866       15,463       90, Cap Outlay         Total Administrative       312,405       647,090       350,281       119,785       470,399       936,         Legal Counsel       ProfServ-Legal Services       296,300       284,280       218,540       74,100       292,640       356,         Total Legal Counsel       296,300       284,280       218,540       74,100       292,640       356,         Comprehensive Planning       475,949       430,000       696,235       103,073       799,308       925,         Other Public Safety       6,820       275,000       29,388       9,796       39,184       550,         Road and Street Facilities       Electricity-General       -       -       -       -       10,         Parks and Recreation       R&M-Parks       -       -       -       -       50,	0	-		71.153		,	423,100
Cap Outlay       -       140,000       10,973       -       10,973       6,         Total Administrative       312,405       647,090       350,281       119,785       470,399       936,         Legal Counsel       ProfServ-Legal Services       296,300       284,280       218,540       74,100       292,640       356,         Total Legal Counsel       296,300       284,280       218,540       74,100       292,640       356,         Comprehensive Planning       475,949       430,000       696,235       103,073       799,308       925,         Other Public Safety       6,820       275,000       29,388       9,796       39,184       550,         Road and Street Facilities       Electricity-General       -       -       -       10,         Parks and Recreation       R&M-Parks       -       -       -       50,					-	-	90,000
Total Administrative         312,405         647,090         350,281         119,785         470,399         936,           Legal Counsel         ProfServ-Legal Services         296,300         284,280         218,540         74,100         292,640         356,           Total Legal Counsel         296,300         284,280         218,540         74,100         292,640         356,           Comprehensive Planning         296,300         284,280         218,540         74,100         292,640         356,           Comprehensive Planning         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         -         -         -         10,           Parks and Recreation         -         -         -         -         50,           R&M-Parks         -         -         -         -         -         50,	ι,	-			-		6,000
ProfServ-Legal Services         296,300         284,280         218,540         74,100         292,640         356,           Total Legal Counsel         296,300         284,280         218,540         74,100         292,640         356,           Comprehensive Planning         296,300         284,280         218,540         74,100         292,640         356,           Comprehensive Planning         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         2         2         2         2         2         39,184         550,           Parks and Recreation         2         2         39,184         550,         39,184         550,           Parks         -         -         -         -         10,         39,184         550,		312,405			119,785		936,100
ProfServ-Legal Services         296,300         284,280         218,540         74,100         292,640         356,           Total Legal Counsel         296,300         284,280         218,540         74,100         292,640         356,           Comprehensive Planning         296,300         284,280         218,540         74,100         292,640         356,           Comprehensive Planning         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         Electricity-General         -         -         -         10,           Parks and Recreation         -         -         -         -         50,	Legal Counsel						
Total Legal Counsel         296,300         284,280         218,540         74,100         292,640         356,           Comprehensive Planning         ProfServ-Planning/Zoning/Eng         475,949         430,000         696,235         103,073         799,308         925,           Total Comprehensive Planning         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Total Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         -         -         -         -         10,           Total Road and Street Facilities         -         -         -         10,           Parks and Recreation         -         -         -         -         50,	-	296.300	284.280	218.540	74.100	292.640	356,300
ProfServ-Planning/Zoning/Eng         475,949         430,000         696,235         103,073         799,308         925,           Total Comprehensive Planning         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Total Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         -         -         -         -         10,           Parks and Recreation         -         -         -         -         50,	-						356,300
ProfServ-Planning/Zoning/Eng         475,949         430,000         696,235         103,073         799,308         925,           Total Comprehensive Planning         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Total Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         -         -         -         -         10,           Parks and Recreation         -         -         -         -         50,	Comprehensive Planning						
Total Comprehensive Planning         475,949         430,000         696,235         103,073         799,308         925,           Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Total Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         -         -         -         -         10,           Parks and Recreation         -         -         -         -         -         50,           R&M-Parks         -         -         -         -         -         50,		475,949	430,000	696,235	103,073	799,308	925,000
Contracts-Sheriff         6,820         275,000         29,388         9,796         39,184         550,           Total Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         -         -         -         -         10,           Total Road and Street Facilities         -         -         -         10,           Parks and Recreation         -         -         -         -         50,           R&M-Parks         -         -         -         -         50,		475,949	430,000	696,235	103,073	799,308	925,000
Contracts-Sheriff         6,820         275,000         29,388         9,796         39,184         550,           Total Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities         -         -         -         -         10,           Total Road and Street Facilities         -         -         -         10,           Parks and Recreation         -         -         -         -         50,           R&M-Parks         -         -         -         -         -         50,	Other Public Safety						
Total Other Public Safety         6,820         275,000         29,388         9,796         39,184         550,           Road and Street Facilities	-	6,820	275,000	29,388	9,796	39,184	550,000
Electricity-General       -       -       -       -       10,         Total Road and Street Facilities       -       -       -       -       10,         Parks and Recreation       R&M-Parks       -       -       -       -       -       50,	Total Other Public Safety	6,820	275,000	29,388	9,796	39,184	550,000
Total Road and Street Facilities       -       -       -       10,         Parks and Recreation       -       -       -       -       50,	Road and Street Facilities						
Total Road and Street Facilities         -         -         -         10,           Parks and Recreation         R&M-Parks         -         -         -         50,	Electricity-General	-	-	-	-	-	10,000
R&M-Parks 50,		-	-	-	-	-	10,000
R&M-Parks	Parks and Recreation						
		-	-	-	-	-	50,000
	Total Parks and Recreation	-	-	-	-	-	50,000

# FY2019 Summary Budget - General Fund

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	ACTUAL THRU JUNE-2018	PROJECTED JUL - SEP-2018	TOTAL PROJECTED FY 2018	ANNUAL BUDGET FY 2019
<b>Reserves</b> Building-Future City Hall <b>Total Reserves</b>		<u> </u>			<u> </u>	50,000 <b>50,000</b>
TOTAL EXPENDITURES	1,311,080	1,883,976	1,475,149	366,989	1,845,804	3,141,000
Excess (deficiency) of revenues over (under) expenditures	61,575	<u> </u>	264,196	465,094	725,624	<u> </u>
FUND BALANCE, BEGINNING	329,686	391,261	391,261	-	391,261	1,116,885
FUND BALANCE, ENDING	\$ 391,261	\$ 391,261	\$ 655,457	\$ 465,094	\$ 1,116,885	\$ 1,116,885

# FY2019 Detail Budget - General Fund

# FY2019 Detail Budget - General Fund

		#REF!	ACTUAL	PROJECTED	TOTAL	ANNUAL
	ACTUAL	BUDGET	THRU	JUL -	PROJECTED	BUDGET
ACCOUNT DESCRIPTION	FY 2017	FY 2018	JUN-2018	SEP-2018	FY 2018	FY 2019
General Government	28,219	33,360	14,395	2,867	17,262	100,000
Misc-Contingency	1,858	90,000	11,597	3,866	15,463	90,000
City Events	-	-	-	-	-	75,000
Office Supplies	9,554	2,500	5,106	1,702	6,808	5,000
Dues, Licenses, Subscriptions	-	9,000	3,805	5,195	9,000	10,000
Cap Outlay - Equipment	-	-	10,973	-	10,973	-
Cap Outlay - Software	-	120,000	-	-	-	-
Cap Outlay - Computers	-	20,000	-	-	-	6,000
Total Administrative	312,405	647,090	350,281	119,785	470,399	936,100
Legal Counsel						
ProfServ-Legal Services	296,300	284,280	218,540	74,100	292,640	356,300
Total Legal Counsel	296,300	284,280	218,540	74,100	292,640	356,300
-						
Comprehensive Planning						
ProfServ-Engineering	-	100,000	107,339	35,780	143,119	75,000
ProfServ-Building Permits	-	160,000	435,394	16,126	451,520	600,000
ProfServ-Planning/Zoning Board	-	170,000	153,502	51,167	204,669	250,000
Total Comprehensive Planning	475,949	430,000	696,235	103,073	799,308	925,000
Other Public Safety						
Contracts-Sheriff	6,820	275,000	29,388	9,796	39,184	550,000
Total Other Public Safety	6,820	275,000	29,388	9,796	39,184	550,000
Road and Street Facilities						
Electricity-General	-	-	-	-	-	10,000
Total Road and Street Facilities	-	-	-	-	-	10,000
Parks and Recreation						
R&M-Parks	_	_	_	_	_	50,000
Total Parks and Recreation			_	·	·	50,000
Reserves						
Building-Future City Hall	-		-	-	-	50,000
Total Reserves	-		-	-	-	50,000
TOTAL EXPENDITURES	1,311,080	1,883,976	1,475,149	366,989	1,845,804	3,141,000
	· · ·		· · · ·			
Excess (deficiency) of revenues						
over (under) expenditures	61,575		264,196	465,094	725,624	
FUND BALANCE, BEGINNING	329,686	391,261	391,261	-	391,261	1,116,885
FUND BALANCE, ENDING	\$ 391,261	\$ 391,261	\$ 655,457	\$ 465,094	\$ 1,116,885	\$ 1,116,885

# FY2019 Budget - Special Revenue Fund (Housing Assistance Program)

ACCOUNT DESCRIPTION	ACTUAL FY 2017		ADOPTED BUDGET FY 2018	ACTUAL THRU JUN-2018		PROJECTED JUL - SEP-2018	TOTAL PROJECTED FY 2018	ANNUAL BUDGET FY 2019	
REVENUES									
Interest - Investments	\$	-	\$ -	\$ 1,5	85	\$ 59	\$ 1,644	\$ -	
Other Impact Fees		-	-		-	-	-	-	
Developer Contribution		-	316,500	316,5	00	-	316,500	-	
Housing Assistance Fee		-	-		-	-	75,000	150,000	
TOTAL REVENUES		-	316,500	318,0	85	59	318,144	150,000	
EXPENDITURES									
Administrative									
Administration Fee		-	22,155		-	5,539	5,539	11,300	
Assistance Program	_	-	294,345	46,7	45	10,000	56,745	138,700	
Total Administrative		-	316,500	46,7	45	15,539	62,284	150,000	
TOTAL EXPENDITURES		-	316,500	46,7	45	15,539	62,284	150,000	
Excess (deficiency) of revenues									
Over (under) expenditures		-		271,3	40	(15,480)	255,860		
FUND BALANCE, BEGINNING		-	-		-	-	-	255,860	
FUND BALANCE, ENDING	\$	-	<u>\$-</u>	\$ 271,3	40	\$ (15,480)	\$ 255,860	\$ 255,860	

### **General Fund-Revenue**

### **Interest - Investments**

The City earns interest income from investments in Money Market accounts.

### Ad Valorem Taxes

The City will levy an Ad Valorem assessment on all parcels within its borders to pay for the operating expenditures during the Fiscal Year.

### Ad Valorem Taxes - Discounts

In accordance with applicable Florida Statutes, property owners within the City limits are entitled to a discount providing their Ad Valorem taxes are paid by specific dates. The discount is calculated as if all residents took full advantage of the early pay process.

### **Local Option Fuel Tax**

Florida statutes allow a municipality to levy a tax on the sale of fuel. The State of Florida administers the tax and remits receipts to the municipality.

### Local Discretionary Sales Tax

Florida statutes allow municipalities to levy surtaxes on various transactions subject to state sales and communication services taxes. The State of Florida administers the tax and remits receipts to the municipality.

### **FPL Franchise Fee**

Florida statutes allow municipalities to collect a fee from utilities companies for their use of public facilities necessary to provide service to customers. The fee is collected by the utility from its customers and remitted to the municipality.

### **Public Service Tax-Electricity**

Florida statutes allow municipalities to levy a tax on the value of electrical service provided within its borders. The tax is collected by the utility from its customers and remitted to the municipality.

### **Public Service Tax-Water**

Florida statutes allow municipalities to levy a tax on the value of water service provided within its borders. The tax is collected by the utility from its customers and remitted to the municipality.

### **Communication Services Tax**

The State of Florida levies a tax on the sale of communication services. This revenue is shared with its counties and municipalities.

### **Occupational Licenses**

The City collects a business tax on all businesses operating within the City limits. This is an annual fee and is collected October 1<sup>st</sup> each year or when a new business opens within the City limits.

### **Building Permits**

The City collects fees to cover the costs of operating the Building Department. This revenue will vary from year to year depending upon the volume of permit activity.

### **Engineering Permits**

The City collects fees to cover the cost of operating the Engineering Department. This revenue will vary from year to year depending upon the volume of permit activity.

### **Planning/Zoning Permits**

The City collects fees to cover the cost operating the Planning and Zoning Department. This revenue will vary from year to year depending upon the volume of permit activity.

### Other Licenses, Fees and Permits

The City collects fees from vendors to register to do work within its borders, as well as fees for various other licenses and permits.

### **Municipal Revenue Sharing**

The State of Florida provides municipalities with a share of its revenues based on an allocation formula.

### Local Govt. Half Cent Sales Tax

The Half-Cent Sales Tax is a state authorized tax, approved by residents of a city, for funding certain well-defined community projects.

### **Other Impact Fees**

The City collects all applicable impact fees from new construction in accordance with applicable laws, codes and statutes. The City remits those fees to the applicable agency and keeps a portion for administrative cost in accordance with applicable statutes.

### **Developer Contribution**

The City has a funding agreement in place with Minto PBLH, LLC.

### **Inspection Fees**

Inspection fees collected from property owners or businesses for change of use and occupational licenses.

### General Fund-Expenditures

Expenditures – Legislative

### Mayor/Council Stipend

The City Charter specifies the Mayor and City Council receive compensation for their service to the community.

### **FICA Taxes**

Payroll taxes on City Council stipend. The budgeted amount for the fiscal year is calculated at 7.65% of the total payroll expenditure.

### **ProfServ - Legislative Expense**

The amount is to cover the cost of a firm to represent the City during the legislative session.

### **Council Expense**

The amount is to cover the cost of the city council attending various meetings and trainings throughout the year.

Expenditures – Administrative

### ProfServ – Consultants

This amount represents fees paid for compiling, organizing and maintaining permitting and other files.

### ProfServ – Information Technology

This amount is the expected first-year costs for the development and maintenance of the City's information technology infrastructure. This amount is net of expected reimbursements from Seminole Improvement District for its share of the costs.

### **Management Services**

The City receives City Manager, City Clerk, Administrative and Financial services as part of a Management Agreement with Inframark Infrastructure Management Services This amount for the fiscal year is based on the current and projected staffing needs for the City in the coming year.

### **ProfServ - Web Site Maintenance**

This amount is for the cost of website hosting and posting of information to meet current Florida Statutes, as well as the annual domain name fees and the cost of any modifications to the web site.

### **Auditing Services**

The City is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. This amount for the fiscal year is based on a projection of prior years' expenditures.

### **Communication - Telephone**

Services are provided by Telephone T-Mobile USA Inc.

### Postage and Freight

This amount is for postage and/or freight used for City mailings, vendor checks and other correspondence.

### Insurance – General Liability

The City's General Liability & Public Officials Liability Insurance policy is currently with Public Risk Insurance. Public Risk Insurance specializes in providing insurance coverage to governmental agencies. This amount for the fiscal year is based on prior year premiums plus any anticipated market adjustments.

General Fund Expenditures – Administrative (continued)

### Lease – Building

The City leases from Minto PBLH, LLC two structures and associated parking spaces to hold meetings of the City Council and to conduct other City business

### **Printing & Binding**

This amount is for the cost of copies used in the preparation of agenda packages, required mailings, and other special projects.

### Legal Advertising

The City's is required to advertise various notices for monthly council meetings, planning & zoning meetings and other public hearings in a newspaper of general circulation.

### **General Governmental**

This amount is for various expenditures not covered in specific line items within the budget but that are recurring in nature.

### **Misc-Contingency**

This amount is for any other miscellaneous expenses that are incurred during the year. During the initial setup of the City there are miscellaneous items that are unforeseen that need to be covered.

### **City Events**

This amount is for the cost of city-wide social events that City may wish to sponsor.

### **Office Supplies**

This amount is for supplies used in the preparation of required mailings, and other special projects, as well as the cost for supplies in the City's office.

### **Dues, Licenses, Subscriptions**

This amount is for membership fees and dues to including but not limited to the Chamber of Commerce, Fla League of Cities, FL League of Mayors and Western Communities Counsel.

### **Capital Outlay - Computers**

This amount is for the funding of computers to operate the building department software and other programs not supplied by contract.

Expenditures – Legal Counsel

### **ProfServ - Legal Services**

The City's legal counsel will provide general legal services to the City in accordance with the contract between the City and the Attorney.

### Expenditures – Comprehensive Planning

### **ProfServ – Engineering Department**

The City's engineer provides services to the City in accordance with their respective contracts. i.e. Plan review, attendance at meetings, and other services within their scope. These services are covered by the permit fees of the applicant as part of the building permit process.

### ProfServ – Building Department

The City contracts the Building department services to provide plan review permit issuance and inspections services. The service is funded by the permit fees of the applicant as part of the building permit process.

General Fund Expenditures – Comprehensive Planning (continued)

### ProfServ – Planning/Zoning Department

The City contracts the Planning & Zoning department services to provide site plan review, comprehensive master planning, zoning review for permit issuance. These services are funded by the permit fees of the applicant as part of the building permit review process.

Expenditures – Other Public Safety

### **Contracts-Sheriff**

The City contracts for police services through the Palm Beach County Sheriff within the City limits.

Expenditures – Road and Street Facilities

### **Electricity-General**

This amount is for electric service to the City's traffic signals.

Expenditures – Parks and Recreation

### R&M-Parks

This amount is for costs to maintain the City's park facilities.

Reserves

### **Building-Future City Hall**

Funds will be set aside for the construction of additional meeting, office and storage space.

### Special Revenue Fund (Housing Assistance Program)-Revenue

### **Housing Assistance Fee**

A portion of the building permit fee for new construction will go toward funding the Housing Assistance Program.

### Special Revenue Fund (Housing Assistance Program)-Expenditures

### Assistance Program

This is the amount of funding available for homeowner assistance less an allowance of 7.5 % of funding for administrative expenditures.

### Administration Fee

This is an allowance for administrative expenditures equal to 7.5% of available funding.

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SEPTEMBER 24, 2018

### **RESOLUTION 2018-26**

A RESOLUTION OF OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, ADOPTING THE FINAL AD VALOREM MILLAGE RATE TO BE LEVIED FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2018, AND ENDING ON SEPTEMBER 30, 2019.

WHEREAS, pursuant to applicable provisions of law, the City of Westlake has computed a final millage rate and prepared a final budget for the fiscal year beginning October 1, 2018 and ending on September 30, 2019; and

WHEREAS, a "Notice of Final Millage Rate and Final Budget Hearings" advising the public that a public hearing on the final millage rate and final budget would be held on September 24th, 2018, at 6:30 pm in the Westlake Community Center, located at 4005 Seminole Pratt Whitney Road, in Loxahatchee, Florida, has been published as required by Florida Statute 200.065; and

WHEREAS, said public hearing has been held as stated above and comments from the public concerning said final millage rate and final budget have been heard and considered; and

WHEREAS, the gross taxable value for operation purposed not exempt from taxation within Palm Beach County, has been certified by the Palm Beach County Appraiser to the City of Westlake as <u>\$48,564,617</u>; and

WHEREAS, it is the desire of the City Council for the City of Westlake to adopt a final millage rate for the fiscal year beginning October 1, 2018 and ending on September 30, 2019;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA:

- Section 1: That the final ad valorem millage rate of \$1,000.00 of assessed value for real and personal property value as established by the Palm Beach County Property Appraiser for the October 1, 2018 to September 30, 2019, fiscal year is hereby set at 5.125 mills.
- Section 2: The operating millage rate for the fiscal year 2018/2019 is set at 5.125 mills, which is <u>89.37%</u> higher than the "rolled-back rate" of <u>2.7064</u> mills.
- Section 3: The City of Westlake does not have voted debt for fiscal year 2018/2019.

### Section 4: That this resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED by City Council for the City of Westlake, on this 24th day

of September 2018.

Roger Manning, Mayor City of Westlake

Sandra H. Demarco City Clerk

> Approved as to Form and Sufficiency Pam E. Booker, City Attorney

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# **7B**

SEPTEMBER 24, 2018

# **RESOLUTION 2018-27**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, ADOPTING THE FINAL BUDGET FOR THE CITY OF WESTLAKE, FLORIDA, AND MAKING AN APPROPRIATION FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2018, AND ENDING ON SEPTEMBER 30, 2019.

WHEREAS, in accordance with applicable provision of the law, the City Council for the City of Westlake has prepared a final budget for the City of Westlake for the fiscal period beginning on October 1, 2018 and ending on September 30, 2019, and determined the amount of available funds on hand, the estimated revenues, and appropriated amounts for the support of various operations of the City for the fiscal period; and

WHEREAS, a "Notice of Proposed Tax Increase" advising the public that the public hearing on the final millage rate and the final budget would be held on September 24, 2018, at 6:30 pm, at the Westlake Community Center, located at 4005 Seminole Pratt Whitney Road, Westlake, Florida 33470, has been published as required by Florida Statute 200.065; and

WHEREAS, said public hearing has been held as stated above and comments from the public concerning said final millage rates and final budget have been heard and considered; and

WHEREAS, as set forth during the final budget hearing the City Council acknowledges that said final budgets reflect the following revenue and expenditure estimates for the fiscal year beginning on October 1, 2018 and ending September 30, 2019 for all funds total <u>\$3,291,000</u>; and

WHEREAS, it is the desire of the City Council for the City of Westlake, to adopt a final budget for the fiscal year beginning October 1, 2018 and ending on September 30, 2019;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA:

- SECTION 1. There is hereby approved and adopted the final budget for the City of Westlake, Florida, as reflected in Exhibit "A", which is attached hereto and made a part hereof, for the fiscal period beginning on October 1, 2018 and ending on September 30, 2019.
- SECTION 2. There is hereby appropriated for all funds of the City of Westlake, Florida, the sum of <u>\$3,291,000</u> as the appropriation for the fiscal year, October 1, 2018 through September 30, 2019.

- SECTION 3. That the adopted final operation budget for Fiscal Year 2019 established limitations on expenditures/expenses by fund total. Said limitation meaning that the total sum allocated to each fund for total expenditures/expenses may not be increased without specific authorization by a duly enacted resolution effecting such amendment or transfer.
- SECTION 4. That during the course of the 2019 fiscal year the City Council may transfer budgeted amounts from one fund or project to another fund or project and otherwise amend the budget by resolution, in accordance with laws of this State and the City Charter.
- SECTION 5. This resolution shall become effective immediately upon its adoption.

PASSED AND APPROVED BY the City Council for the City of Westlake, Florida, this 24th day

of September 2018.

Roger Manning, Mayor City of Westlake, Florida

Sandra H. Demarco, City Clerk

Approved as to Form Pam E. Booker, City Attorney

# **Eighth Order of Business**

# NOTICE OF MEETING SCHEDULE CITY OF WESTLAKE

The City Council of the City of Westlake will hold meetings for 2019 at the Westlake Community Center located at 4005 Seminole-Pratt Whitney Road, Westlake, Florida at 6:30 p.m. on the second Monday of every month.

October 8, 2018 November 19, 2018 (Third Monday) December 10, 2018 January 14, 2019 February 11, 2019 March 11, 2019 April 8, 2019 May 13, 2019 June 10, 2019 July 8, 2019 August 12, 2019 September 9, 2019

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Municipalities. Meetings may be continued to a date, time and location to be specified on the record at the meetings. A scheduled meeting may be cancelled by the Council based on the business needs of the City.

There may be occasions when one or more Councilmen/Councilwoman will participate via telephone. In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the City Clerk at 954-603-0033 at least two (2) calendar days prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the City.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and accordingly, the person may need to ensure a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

> Kenneth Cassel City Manager