

CITY OF WESTLAKE



AGENDA

City Council Regular Meeting

Monday, October 11, 2021 at 6:30 PM

Westlake Council Chambers
4005 Seminole Pratt Whitney Road
Westlake, Florida 33470

In efforts to balance the need for the City of Westlake to function and conduct business during the COVID-19 pandemic, we will adhere to the recommended social/physical distancing (staying at least six feet away from each other) guidelines, per the Centers for Disease Control and Prevention (CDC) and Palm Beach County's directives. There will be limited seating available in the Council Chambers. Therefore, preregistration will be required for in-person participation.

The instructions for preregistration attendance/participation and viewing of the meeting are outlined below:

PREREGISTRATION FOR IN-PERSON ATTENDANCE:

- All interested persons, Quasi-Judicial meeting applicants, their representatives, and witnesses must preregister to attend/participate in a meeting by sending an email to City Clerk, Zoie Burgess at zburgess@westlakegov.com or by phone at 561-530-5880 no later than one (1) business day prior to the meeting date (e.g. by 4:00 P.M. on a Friday, if the meeting is scheduled for that Monday, etc.)
- In-person attendance/participation will be based upon the order in which the preregistration requests are received by the City Clerk. For Public Hearing Quasi-Judicial meetings, precedence into the Council Chambers will be given to applicants, their representatives, and/or witnesses over all other preregistered parties.

COMMUNICATIONS MEDIA TECHNOLOGY – WEBEX:

Members of the public may also participate in the meeting through electronic means and may access as follows:

1. Join the Webex meeting from your computer, tablet or smartphone at the following link:
<https://cityofwestlake.my.webex.com/>

Meeting ID: 2634 613 3737

Password: hello

2. Participants may also dial in using your phone with any of the following number(s):

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

Meeting ID: 2634 613 3737

For participants attending the meeting via WebEx, public comments will be accepted via an electronic comment card, at least 24 hours prior to the public meeting and also acknowledged during the meeting when participants utilize the “raise your hand” feature during the designated time.

Procedures for Public Comment are also provided via the City website:

<https://www.westlakegov.com/cityclerk/page/covid-19-public-meetings>

CITY COUNCIL:

Roger Manning, Mayor

JohnPaul O’Connor, Vice Mayor

Patric Paul, Council Member – Seat 1

Kara Crump, Council Member – Seat 2

Katrina Long Robinson, Council Member – Seat 4

CITY STAFF:

Ken Cassel, City Manager

Zoie P. Burgess, City Clerk

Donald J. Doody, Esq., Interim City Attorney

Nilsa Zacarias, Planning and Zoning Director

Suzanne Dombrowski, City Engineer

[TENTATIVE: SUBJECT TO REVISION]

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ADDITIONS, DELETIONS OR MODIFICATIONS, AND APPROVAL OF AGENDA

PUBLIC COMMENTS AND REQUESTS- (OPEN FORUM NON-AGENDA ITEMS)

This section of the agenda allows for comments from the public to speak on any item not presented on the agenda. Each speaker will be given a total of three (3) minutes to comment. A public comment card should be completed and returned to the City Clerk. When you are called to speak, please go to the podium, and prior to addressing the Council, state your name and address for the record.

CONSENT AGENDA

This section of the agenda consists of routine or administrative items that require final approval by the City Council and may be approved in its entirety by a single motion. There will be no discussion of these items unless a City Council Member request such, in which event, the item will be removed from the Consent Agenda and considered on a future agenda.

- A. Approval of Finance Statement
 - 1. Financial Report - August 2021

PRESENTATIONS/PROCLAMATIONS

- A. Proclamation - National Breast Cancer Awareness Month - October 2021
Sponsored By: Councilwoman Long-Robinson

PUBLIC HEARING – QUASI JUDICIAL

- A. Approval for the Grove Market Site Plan
Submitted By: Planning & Zoning

PUBLIC HEARING

- A. **FIRST READING** - Chapter 24, Art in Public Places
Submitted By: Planning & Zoning

ORDINANCE 2021-08

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING CHAPTER 24 OF THE CITY’S CODE OF ORDINANCES ENTITLED “ART IN PUBLIC PLACES”; PROVIDING FOR DEFINITIONS; PROVIDING FOR EXEMPTION FOR RESIDENTIAL DEVELOPMENT AND TEMPORARY STRUCTURES; PROVIDING FOR THE APPOINTMENT BY CITY COUNCIL TO THE PUBLIC PLACES ADVISORY BOARD; PROVIDING FOR THE REPAIR OR REPLACEMENT FOR DAMAGED OR DESTROYED ARTWORK; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

- B. SECOND READING:** Ordinance 2021-07 - Solid Waste and Recyclable Receptacles, Collection, and Storage Areas Minimum Requirements (First Reading September 13, 2021)

Submitted By: Planning & Zoning

ORDINANCE 2021-07

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, ESTABLISHING MINIMUM REQUIREMENTS FOR SOLID WASTE AND RECYCLABLE RECEPTACLE COLLECTION AND STORAGE AREAS, WHICH SHALL BECOME PART OF THE CODE OF ORDINANCES ENTITLED "SOLID WASTE AND RECYCLABLE RECEPTACLES, COLLECTION, AND STORAGE AREAS"; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

NEW BUSINESS

- A. City Goals & Objectives Annual Workplan Update

Presented By: Bob Koncar, Inframark General Manager

- B.** Consideration and action on annual engagement letter for auditing services with Berger, Toombs, Elam, Gaines, & Frank for the year ending September 30, 2021.

Submitted By: City Clerk's Office

- C.** Memorandum of Understanding with Inframark

Submitted By: City Manager

- D.** 2021 Florida City Government Week - October 18 - 24

Submitted By: City Clerk's Office

RESOLUTION 2021-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, RECOGNIZING FLORIDA CITY GOVERNMENT WEEK, OCTOBER 18 TO 24, 2021 AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES; AND PROVIDING FOR AN EFFECTIVE DATE.

CITY COUNCIL COMMENTS

- A. Councilwoman Katrina Long Robinson
B. Councilwoman Kara Crump
C. Councilman Patric Paul
D. Vice Mayor JohnPaul O'Connor
E. Mayor Roger Manning

REPORT - STAFF

REPORT - CITY ATTORNEY

REPORT - CITY MANAGER

PUBLIC COMMENTS - AGENDA ITEMS ONLY

This section of the agenda allows for comments from the public to speak on items only presented on the agenda. Each speaker will be given a total of three (3) minutes to comment. A public comment card should be completed and returned to the City Clerk.

ADJOURNMENT

Next Meeting (Subject to Change or be Cancelled): **November 8, 2021**

NOTICE: If a person, firm or corporation decides to appeal any decision made by the City Council with respect to any matter considered at this meeting, you will need a record of the proceedings, and you 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 above notice is required by State Law. Anyone desiring a verbatim transcript shall have the responsibility, at his own cost, to arrange for the transcript). The City of Westlake does not prepare or provide such verbatim record.

In accordance with the Americans with Disabilities Act, persons who need an accommodation in order to attend or participate in this meeting should contact the City Clerk at (561) 530-5880 at least three (3) business days prior to the meeting in order to request such assistance.

AGENDA POSTED: October 1, 2021

File Attachments for Item:

1. Financial Report - August 2021



MEMORANDUM

TO: Members of the City Council, City of Westlake
FROM: Steven Fowler, Accountant; Trumaine Easy, Accounting Director
CC: Ken Cassel, City Manager
DATE: September 21, 2021
SUBJECT: August Financial Report

Please find attached the August 2021 financial report. During your review, please keep in mind that the goal is for revenue to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. An overview of the City's funds is provided below. Should you have any questions or require additional information, please contact me at Steven.Fowler@inframark.com.

General Fund

- Total Revenues through August were approximately 65% of the annual budget. FY2021 Ad Valorem Tax collections were approximately 97%. The annual budget includes revenue from a funding agreement with the Developer. The Developer is invoiced quarterly for any year-to-date excess of actual expenditures over actual revenue. The Developer was invoiced in July for the deficit at June 30. Payment was received from the Developer in September.
- Total Expenditures through August were approximately 81% of the annual budget.

Special Revenue Fund – Housing Assistance Program

- Total Revenues through August were approximately 742% of the annual budget, which is a result of a higher than anticipated rate of residential construction. A donation of \$1,500 per Single Family Residence building permit is paid into the Housing Assistance Program.

Special Revenue Fund – Comprehensive Planning Services

- Total Revenues through August were approximately 168% of the annual budget.
- Total Expenditures through August were approximately 95% of the annual budget.

City of Westlake

Financial Report

August 31, 2021



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City of Westlake

Financial Statements

August 31, 2021

Balance Sheet
August 31, 2021

ACCOUNT DESCRIPTION	GENERAL FUND	SPECIAL REVENUE FUND - HOUSING ASSISTANCE PROGRAM	SPECIAL REVENUE FUND - COMPREHENSIVE PLANNING SVCS	TOTAL
ASSETS				
Current Assets				
Cash - Checking Account	\$ 1,724,862	\$ -	\$ -	\$ 1,724,862
Due From Other Funds	-	-	1,812,830	1,812,830
Investments:				
Money Market Account	573,151	2,134,676	-	2,707,827
Deposits	641	-	-	641
Total Current Assets	2,298,654	2,134,676	1,812,830	6,246,160
Noncurrent Assets				
Mortgages Receivable	-	389,146	-	389,146
Total Noncurrent Assets	-	389,146	-	389,146
TOTAL ASSETS	\$ 2,298,654	\$ 2,523,822	\$ 1,812,830	\$ 6,635,306

LIABILITIES

Accounts Payable	\$ 145,980	\$ -	\$ 171,888	\$ 317,868
Accrued Expenses	16,132	-	24,800	40,932
DBPR surcharge	5,323	-	-	5,323
DCA surcharge	7,845	-	-	7,845
Unearned Revenue	121,035	-	-	121,035
Due To Other Districts	6,101	-	-	6,101
Deferred Revenue-Developer Submittals (Minto)	-	-	104,061	104,061
Other Current Liabilities	442,517	-	-	442,517
Due To Other Funds	1,812,557	273	-	1,812,830
TOTAL LIABILITIES	2,557,490	273	300,749	2,858,512

FUND BALANCES

Nonspendable:				
Deposits	641	-	-	641
Restricted for:				
Special Revenue	-	2,523,549	1,512,081	4,035,630
Unassigned:	(259,477)	-	-	(259,477)
TOTAL FUND BALANCES	\$ (258,836)	\$ 2,523,549	\$ 1,512,081	\$ 3,776,794
TOTAL LIABILITIES & FUND BALANCES	\$ 2,298,654	\$ 2,523,822	\$ 1,812,830	\$ 6,635,306

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ -	\$ -	\$ 616	\$ 616
Ad Valorem Taxes	1,164,549	1,164,549	1,130,469	(34,080)
Ad Valorem Taxes - Discounts	(46,582)	(46,582)	(43,037)	3,545
Local Option Gas Tax	100	-	-	-
FPL Franchise	113,700	104,225	118,235	14,010
Electricity	152,900	140,158	121,289	(18,869)
Water	27,000	24,750	25,367	617
Gas	19,000	17,417	27,032	9,615
Communication Services Taxes	17,800	16,317	25,824	9,507
Occupational Licenses	5,000	4,583	1,875	(2,708)
Building Permits - Admin Fee	45,500	41,708	110,619	68,911
Other Licenses, Fees & Permits	2,300	2,108	635	(1,473)
State Revenue Sharing Proceeds	4,700	4,308	6,114	1,806
Administrative Fees	10,500	9,625	225,410	215,785
Other Public Safety Chrgs/Fees	2,500	2,292	4,324	2,032
Garbage/Solid Waste Revenue	3,600	3,300	219,818	216,518
Admin Fee	-	-	50	50
Other Operating Revenues	13,200	12,100	15,768	3,668
Judgements and Fines	-	-	1,048	1,048
Interest - Tax Collector	-	-	494	494
Developer Contribution	1,512,933	1,134,700	-	(1,134,700)
Lien Search Fee	-	-	4,655	4,655
TOTAL REVENUES	3,048,700	2,635,558	1,996,605	(638,953)
EXPENDITURES				
Legislative				
Mayor/Council Stipend	146,400	134,200	134,200	-
FICA Taxes	11,200	10,266	10,266	-
ProfServ-Legislative Expense	24,000	-	-	-
Public Officials Insurance	3,900	3,575	4,025	(450)
Misc-Event Expense	25,000	-	-	-
Council Expenses	15,000	13,750	7,165	6,585
Dues, Licenses, Subscriptions	1,900	1,900	1,395	505
Total Legislative	227,400	163,691	157,051	6,640
City Manager				
Contracts-City Manager	222,900	204,325	204,325	-
Office Supplies	15,500	14,208	10,412	3,796
Dues, Licenses, Subscriptions	2,200	2,017	3,572	(1,555)
Cap Outlay - Equipment	-	-	3,099	(3,099)
Total City Manager	240,600	220,550	221,408	(858)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>City Clerk</u>				
ProfServ-Web Site Maintenance	18,000	16,500	10,217	6,283
Contracts-City Clerk	125,100	114,675	114,675	-
Postage and Freight	1,400	1,283	1,317	(34)
Printing	22,500	2,423	2,423	-
Legal Advertising	28,200	25,850	21,045	4,805
Miscellaneous Services	-	-	1,311	(1,311)
Office Supplies	-	-	1,117	(1,117)
Dues, Licenses, Subscriptions	1,400	1,400	9,947	(8,547)
Total City Clerk	196,600	162,131	162,052	79
<u>Finance</u>				
Auditing Services	5,300	5,300	5,250	50
Contracts-Finance	92,700	84,975	84,975	-
Total Finance	98,000	90,275	90,225	50
<u>Legal Counsel</u>				
ProfServ-Legal Services	404,000	370,333	63,783	306,550
ProfServ-Other Legal Charges	-	-	339,175	(339,175)
Outside Legal Services	115,000	-	-	-
Miscellaneous Services	-	-	180	(180)
Miscellaneous Expenses	10,100	9,258	5,891	3,367
Total Legal Counsel	529,100	379,591	409,029	(29,438)
<u>Other Administrative Services</u>				
ProfServ-Info Technology	144,700	132,642	148,970	(16,328)
ProfServ-Compliance Service	25,000	-	-	-
Contracts-Admin. Service	158,700	145,475	145,475	-
Misc-Public Relations	50,000	45,833	12,000	33,833
General Government	115,000	31,927	31,927	-
Emergency Comm. Program	25,000	-	-	-
Total Other Administrative Services	518,400	355,877	338,372	17,505
<u>Facility Services</u>				
Telephone, Cable & Internet Service	21,200	19,433	13,416	6,017
Lease - Copier	20,500	18,792	15,181	3,611
Lease - Building	12,500	500	500	-
Insurance (Liab,Auto,Property)	4,000	4,000	4,088	(88)
Miscellaneous Services	1,200	1,100	1,122	(22)
Cleaning Services	43,500	28,824	28,824	-
Principal-Capital Lease	7,600	6,935	6,300	635
Interest-Capital Lease	2,600	2,410	2,212	198
Total Facility Services	113,100	81,994	71,643	10,351

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Community Services</u>				
Contracts-Solid Waste	-	-	250,395	(250,395)
Contracts-Sheriff	662,000	606,833	596,893	9,940
Electricity	43,300	39,692	75,580	(35,888)
R&M-Community Maintenance	26,700	24,475	24,475	-
Operating Supplies	25,000	22,917	52,974	(30,057)
Total Community Services	757,000	693,917	1,000,317	(306,400)
<u>Other Fees and Charges</u>				
Misc-Contingency	134,000	122,833	8,908	113,925
Total Other Fees and Charges	134,000	122,833	8,908	113,925
<u>Reserves</u>				
1st Quarter Operating Reserves	234,500	214,958	-	214,958
Total Reserves	234,500	214,958	-	214,958
TOTAL EXPENDITURES & RESERVES	3,048,700	2,485,817	2,459,005	26,812
Excess (deficiency) of revenues Over (under) expenditures	-	149,741	(462,400)	(612,141)
TOTAL FINANCING SOURCES (USES)	-	-	-	-
Net change in fund balance	\$ -	\$ 149,741	\$ (462,400)	\$ (612,141)
FUND BALANCE, BEGINNING (OCT 1, 2020)	203,563	203,563	203,563	
FUND BALANCE, ENDING	\$ 203,563	\$ 353,304	\$ (258,837)	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2021

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ -	\$ 3,437	\$ 3,437
Donations	150,000	137,500	1,109,222	971,722
TOTAL REVENUES	150,000	137,500	1,112,659	975,159
<u>EXPENDITURES</u>				
<u>Public Assistance</u>				
Misc-Admin Fee (%)	11,300	10,358	12,571	(2,213)
Assistance Program	138,700	-	-	-
Total Public Assistance	150,000	10,358	12,571	(2,213)
TOTAL EXPENDITURES	150,000	10,358	12,571	(2,213)
Excess (deficiency) of revenues Over (under) expenditures	-	127,142	1,100,088	972,946
Net change in fund balance	\$ -	\$ 127,142	\$ 1,100,088	\$ 972,946
FUND BALANCE, BEGINNING (OCT 1, 2020)	1,423,461	1,423,461	1,423,461	
FUND BALANCE, ENDING	\$ 1,423,461	\$ 1,550,603	\$ 2,523,549	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Building Permits	\$ 1,159,200	\$ 1,062,602	\$ 2,532,418	\$ 1,469,816
Reinspection Fees	8,600	7,883	51,400	43,517
Building Permits - Surcharge	2,000	1,833	25,169	23,336
Other Building Permit Fees	15,000	13,750	78,450	64,700
Building Permits - Admin Fee	64,400	59,033	153,743	94,710
Engineering Permits	590,900	541,658	550,389	8,731
Planning & Zoning Permits	231,000	211,750	92,052	(119,698)
TOTAL REVENUES	2,071,100	1,898,509	3,483,621	1,585,112
EXPENDITURES				
Comprehensive Planning				
ProfServ-Engineering	562,900	515,992	276,877	239,115
ProfServ-Info Technology	28,100	25,758	25,623	135
ProfServ-Legal Services	-	-	112,351	(112,351)
ProfServ-Planning/Zoning Board	231,000	211,750	272,703	(60,953)
ProfServ-Consultants	28,000	25,667	4,325	21,342
ProfServ-Building Permits	1,219,900	1,118,242	1,167,167	(48,925)
Outside Legal Services	-	-	825	(825)
Postage and Freight	-	-	19	(19)
Telephone, Cable & Internet Service	1,200	1,100	1,046	54
Lease - Copier	-	-	4,644	(4,644)
Printing	-	-	1,757	(1,757)
Miscellaneous Services	-	-	1,243	(1,243)
Misc-Admin Fee (%)	-	-	100,760	(100,760)
Office Supplies	-	-	2,200	(2,200)
Total Comprehensive Planning	2,071,100	1,898,509	1,971,540	(73,031)
TOTAL EXPENDITURES	2,071,100	1,898,509	1,971,540	(73,031)
Excess (deficiency) of revenues Over (under) expenditures	-	-	1,512,081	1,512,081
Net change in fund balance	\$ -	\$ -	\$ 1,512,081	\$ 1,512,081
FUND BALANCE, BEGINNING (OCT 1, 2020)	-	-	-	
FUND BALANCE, ENDING	\$ -	\$ -	\$ 1,512,081	

City of Westlake

Supporting Schedules

August 31, 2021

Cash and Investment Report

August 31, 2021

GENERAL FUND

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	BankUnited	Checking Account	n/a	\$1,724,862
Money Market	BankUnited	MMA	0.15%	\$573,151
		Subtotal		<u>\$2,298,013</u>

SPECIAL REVENUE FUND

Money Market	BankUnited	MMA	0.15%	\$2,134,676
		Subtotal		<u>\$2,134,676</u>
		Total		<u>\$4,432,689</u>

City of Westlake

Bank Reconciliation

Bank Account No. [REDACTED] Bank United GF
 Statement No. 0821
 Statement Date 8/31/2021

G/L Balance (LCY)	1,724,862.09	Statement Balance	1,729,847.79
G/L Balance	1,724,862.09	Outstanding Deposits	297.37
Positive Adjustments	0.00		
Subtotal	1,724,862.09	Subtotal	1,730,145.16
Negative Adjustments	0.00	Outstanding Checks	5,283.07
		Differences	0.00
Ending G/L Balance	1,724,862.09	Ending Balance	1,724,862.09
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
8/11/2021	Payment	[REDACTED]	KOLTER SIGNATURE HOMES, LLC IMPRES	300.00	0.00	300.00
8/26/2021	Payment	[REDACTED]	A&J BUSINESS SOLUTIONS INC	150.00	0.00	150.00
8/26/2021	Payment	[REDACTED]	SEMINOLE IMPROVEMENT DISTRICT	4,750.06	0.00	4,750.06
8/31/2021	Payment	DD631	Payment of Invoice 004665	83.01	0.00	83.01
Total Outstanding Checks.....				5,283.07		5,283.07
Outstanding Deposits						
8/30/2021		DEP01886	GP TRASH BIN PURCHASE	G/L Acc 50.00	0.00	50.00
8/30/2021		DEP01891	TUG	G/L Acc 147.37	0.00	147.37
8/31/2021		DEP01888	GP TRASH BIN PURCHASE	G/L Acc 100.00	0.00	100.00
Total Outstanding Deposits.....				297.37		297.37

File Attachments for Item:

A. Proclamation - National Breast Cancer Awareness Month - October 2021

Sponsored By: Councilwoman Long-Robinson

Proclamation

CITY OF WESTLAKE, FLORIDA

WHEREAS, breast cancer touches the lives of Americans from every background and in every community across our Nation; and

WHEREAS, though we have made great strides in combating this devastating illness, more than 200,000 women will be diagnosed with breast cancer this year, and tens of thousands are expected to lose their lives to the disease; and

WHEREAS, during the month of October, National Breast Cancer Awareness Month, we honor those we have lost, lend our strength to those who carry on the fight, and pledge to educate ourselves and our loved ones about this tragic disease; and

WHEREAS, though the exact causes of breast cancer are unknown, understanding its risk factors is *essential* to prevention; and

WHEREAS, early detection is also key in the fight against breast cancer and getting recommended screening mammograms can help to detect breast cancer early.

NOW, THEREFORE, I, Roger Manning, by virtue of the authority vested in me as Mayor of the City of Westlake, Florida, do hereby proclaim October 2021 as National Breast Cancer Awareness Month.

NOW, THEREFORE, ON BEHALF OF THE CITY COUNCIL AND THE PEOPLE OF THE CITY OF WESTLAKE, I, ROGER MANNING, MAYOR OF THE CITY OF WESTLAKE, BY VIRTUE OF THE AUTHORITY VESTED IN ME, DO HEREBY OFFICIALLY PROCLAIM OCTOBER 2021 AS NATIONAL BREAST CANCER AWARENESS MONTH.

FURTHER, I call upon the residents of the City of Westlake to join in activities that will increase awareness of what Americans can do to prevent breast cancer.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Westlake, Florida to be affixed this 11th day of October 2021.

Roger Manning, Mayor

ATTEST:

Zoie P. Burgess, CMC
City Clerk

File Attachments for Item:

A. Approval for the Grove Market Site Plan

Submitted By: Planning & Zoning



Meeting Agenda Item Coversheet

MEETING DATE:		10/11/21	Submitted By: Gina Lawrence		
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		Approval for the Grove Market Site Plan			
STAFF RECOMMENDATION: (MOTION READY)		Recommendation for approval with two (2) conditions of the Final Site Plan for Grove Market			
SUMMARY and/or JUSTIFICATION:		<p>The applicant is requesting approval for a Site Plan Modification to upgrade the Grove Market at Westlake site plan in the Mixed- Use Zoning District. The application includes a landscaping plan; and, improvements to the parking area, the dumpster enclosures and the covered walking area. The subject application consists of enhancements of the existing commercial plaza site plan and landscaping located on a 9.98 acres site.</p> <p>As part of the parking improvements, the applicant is proposing 22 parking spaces for LSEV (golf carts). This is 5.12 percent of the total 430 parking spaces provided. Per the City Code the required amount of parking spaces is 365 spaces, then, the applicant is proposing 6.03 percent spaces of golf carts from the total required. The subject site plan modification does not include electrical vehicle charging stations.</p> <p>The applicant has indicated that landscape improvements including landscape survey, evaluation of existing landscape condition, proposed removals, replacements and additions are also included and detailed below.</p>			
SELECT, if applicable		AGREEMENT:		BUDGET:	
		STAFF REPORT:	X	PROCLAMATION:	
		EXHIBIT(S):	X	OTHER:	
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>		Agenda Item Sheet Final Staff Report Justification Statement Site Plan Landscape Plans			
SELECT, if applicable		RESOLUTION:		ORDINANCE:	

**IDENTIFY FULL
RESOLUTION OR
ORDINANCE TITLE**

*(if Item is not a
Resolution or Ordinance,
please erase all default
text from this field's
textbox and leave blank)*

**Please keep text
indented.**

FISCAL IMPACT *(if any):*

\$



City of Westlake

Planning and Zoning Department – Staff Report

City Council Meeting – 10/11/2021

PETITION DESCRIPTION

PETITION NUMBER: SPM-2021-08 *Grove Market at Westlake Site Plan Modification*
APPLICANT: Gentile Holloway O’Mahoney & Associates, Inc.
OWNER: 5060 Loxahatchee Retail LLC
LOCATION: 5060 Seminole Pratt Whitney Road
PCN: 77-40-43-01-01-001-0010
REQUEST: Application for a Site Plan Modification to upgrade the Grove Market at Westlake site plan in the Mixed- Use Zoning District. The application includes a landscaping plan; and, improvements to the parking area, the dumpster enclosures and the covered walking area.

SUMMARY

The applicant is requesting approval for a Site Plan Modification to upgrade the Grove Market at Westlake site plan in the Mixed- Use Zoning District. The application includes a landscaping plan; and, improvements to the parking area, the dumpster enclosures and the covered walking area. The subject application consists of enhancements of the existing commercial plaza site plan and landscaping located on a 9.98 acres site.

As part of the parking improvements, the applicant is proposing 22 parking spaces for LSEV (golf carts). This is 5.12 percent of the total 430 parking spaces provided. Per the City Code the required amount of parking spaces is 365 spaces, then, the applicant is proposing 6.03 percent spaces of golf carts from the total required. The subject site plan modification does not include electrical vehicle charging stations.

Design and aesthetics are paramount to the vision and goals of the City of Westlake. The proposed improvements to this existing commercial plaza will enhance the City’s vibrant Seminole Pratt Whitney corridor. Since the City of Westlake is positioned to become a dynamic center of the western surrounding communities, it is critical that this plaza (built in 1999) be consistent with the City’s vision and guiding principles.

The applicant has indicated that landscape improvements including landscape survey, evaluation of existing landscape condition, proposed removals, replacements and additions are also included and detailed below.

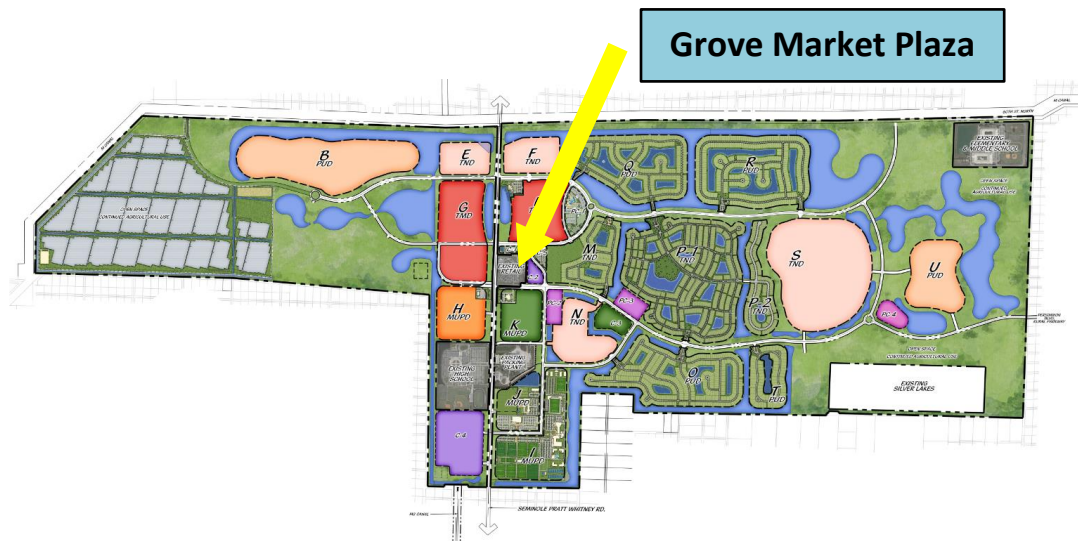
STAFF RECOMMENDATION

Based upon the facts and findings contained herein, the Planning and Zoning and Engineering Departments recommend the following **two (2) conditions of approval:**

1. PETITION FACTS

- a. **Total Site Acres:** 9.98 acres
- b. **Subject Application:** A Site Plan Modification to upgrade the Grove Market Shopping Center.
- c. **Future Land Use:** Downtown Mixed Use
- d. **Zoning:** Mixed Use

e. TOTAL BUILDING SQUARE FOOTAGE	86,852 S.F.
GROCERY STORAGE BUILDING A	52,145 S.F.
RETAIL - BUILDING B	7,882 S.F.
FUTURE RETAIL BUILDING B	4,000 S.F.
RETAIL - BUILDING C	16,650 S.F.
FUTURE - RETAIL - BUILDING D	3,675 S.F.
CONV. STORE W/GAS SALES - BLDG E	2,500 S.F.
FUEL STATIONS	8 Stations (4 Islands)



2. BACKGROUND

Grove Market Shopping Center was constructed by Stiles Corp in 1999 with the anchor space being built to suit for Winn-Dixie. 5060 Loxahatchee Retail, LLC acquired the center in September of 2016 and has owned the property since. With the addition of a new Winn-Dixie, the applicant would like to enhance the architectural façade of the entire commercial plaza to remain consistent with the City’s vision.

The applicant applied for a Site Plan Modification (SPM-2021-02) to allow an upgrade to entire architectural façade of the Grove Market Shopping Center. The City Council approved the subject application on June 14, 2021.

The applicant applied for a Site Plan Modification (SPM-2021-01) to allow an upgrade to the 49,610 square foot Winn Dixie grocery store, and 2,536 square foot liquor store (total 52,145 sq. ft.) at the Grove Market Shopping Center. The improvements include increasing 1,238 sq. ft. to grocery store floor plan, upgrading the façade and interior modifications to the current vacant grocery store space. The City Council approved the subject application on June 14, 2021.

The applicant applied for a Master Sign Plan (MSP-2021-05) to allow an upgrade to all wall signs, monuments signs and tenant signs of the Grove Market Shopping Center. The City Council approved the subject application with conditions on August 9, 2021.

3. SITE PLAN REVIEW

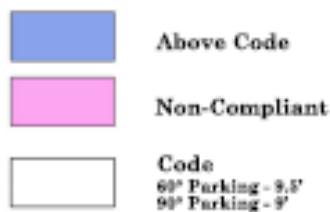
The applicant is requesting approval for a Site Plan Modification to upgrade the Grove Market at Westlake site plan in the Mixed- Use Zoning District. *The application includes a landscaping plan; and, improvements to the parking area, the dumpster enclosures and the covered walking area.* The subject application consists of enhancements of the existing commercial plaza site plan and landscaping located on a 9.98 acres site. The subject application includes the following modifications:

Site Plan Improvements

1. Adding 22 Low Speed Electric Vehicle (LSEV) / golf cart parking spaces and 12 motorcycle or compact car spaces.
2. Identifying and addressing accessibility issues as to slopes and dimensional requirements for accessible parking spaces, curb ramps and other vertical accessibility issues.
3. Showing the changes approved through the Winn Dixie application for façade improvements for additional square footage in the front of the principal use.
4. Updating the square footage of the existing buildings based upon survey information from the as-built conditions which has reduced the square footage by about 1,043 square feet.
5. Improving dumpster enclosures
6. Updating the existing walkway with a Winn-Dixie complementary color of ‘Pewter’ for the Stardeck concrete coating as shown:



Parking Space Width



Landscaping Plan Upgrades

1. Adding vegetation to the base of the new signs.
2. Addressing missing shrubs and groundcover within existing buffers and planting areas.
3. Remove most of the trees in the median and some end islands for the main angled parking to allow functional site lighting and provide safer circulation.
4. Adding trees to enhance the shopping plazas look and new refurbishment.

TREES REMOVED	TREES PROPOSED	TREES RELOCATED
22 MAHOGANY TREES	6 TRIPLE ALEXANDER PALMS	2 ADONEDIA PALMS
20 LIVE OAK TREES	3 LIVE OAK TREES	2 TREE LIGUSTRUM
19 SATIN LEAF TREES	9 ROYAL PALMS	
	44 SABAL PALMS	
	2,000 SHRUBS	

Please see applicant detail explanation and examples of parking lot existing conditions in terms of trees and overall parking lot condition

Building Setbacks, Lot Coverage and Impervious Area

The subject application is in compliance with the Mixed Use zoning district as follows:

TABLE 3-12: MU DISTRICT NON-RESIDENTIAL STANDARDS

Commercial Uses	Minimum Front Setback (Feet)	Minimum Side Setback (Feet)	Minimum Rear Setback (Feet)	Maximum Lot Coverage	Minimum Pervious Percentage of Parcel
Required by Code	20	10	10	45%	25%
Provided	37 West	53 North 95.6 South	81.9 East	20%	26.1%

Parking Analysis

The Engineering Department has recommended that electric vehicle charging stations, electric vehicle parking, and designated golf cart parking be considered. These elements are not required under the City’s code at the time of the subject application. However, the installation of these elements are recommended since the City is currently in process of updating its parking code to include Low Speed Electric Vehicle (LSEV) and charging stations.

As part of the parking improvements, the applicant is proposing 22 parking spaces for LSEV (golf carts). This is 5.12 percent of the total 430 parking spaces provided. Per the City Code the required amount of parking spaces is 365 spaces, then, the applicant is proposing 6.03 percent spaces of golf carts from the total required. The subject site plan modification does not include electrical vehicle charging

stations. The following table presents the parking calculation proposed for the subject site plan modification:

PARKING DATA		PBC REQUIRED		WESTLAKE REQUIRED		PROVIDED	
TOTAL PARKING		352	SPACES	365	SPACES	430	SPACES
EXISTING - RETAIL/GROCERY Buildings A,B,C				319	SPACES 1/240 s.f.	380	SPACES
FUTURE PARKING						6	SPACES Future Approved Not Constructed N.E. Corner of Site
FUTURE RETAIL Building B				17	SPACES 1/240 s.f.	17	SPACES
CONVENIENCE STORE W/PUMPS Building E				14	SPACES 1/240 s.f.+ 1/gas pump island (4 islands)	9	SPACES
FUTURE OUTPARCEL Building D				15	SPACES 1/300 s.f. as approved	18	SPACES 18 Future Spaces Provided/5 Spaces are lost due to Access Aisle
HANDICAP SPACES (INCLUDED IN TOTAL)	10	SPACES		9	SPACES	13	SPACES
LOW SPEED ELECTRIC VEHICLE (INCLUDED IN TOTAL)	-	SPACES		-	SPACES Assumed 5% - Not Required As of Now	22	SPACES
MOTOR CYCLE /COMPACT CAR (INCLUDED IN TOTAL)	-	SPACES		-	SPACES	12	SPACES
LOADING SPACES	2	SPACES		3	SPACES	3	SPACES
BICYCLE PARKING				19	SPACES	21	SPACES

NOTES: PBC MU REQUIREMENTS MIN. 4/1,000 TO A MAX. OF 6/1000
CITY OF WESTLAKE REQUIREMENT - BY USE 1/240 S.F.

With regard to compliance with the American with Disability Act (ADA), the applicant indicates that the plaza’s owner will execute the eleven (13) ADA issues identified in the report from Otten Consulting Group from 2016 in order to meet all current State and National ADA guidelines. The following improvements will be implemented as part of the subject application:

- ① RECONSTRUCTION OF CURB RAMP
- ② RESURFACE AND RESTRIPE REQUIRED
- ③ RESURFACE PARKING AND ACCESS AISLE
- ④ RESURFACE AND RESTRIPE REQUIRED
- ⑤ RESURFACE AND RESTRIPE REQUIRED
- ⑥ RESTRIPE AND ENSURE IT DOES NOT EXCEED THE 2% SLOPE REQUIRED
- ⑦ REPLACE PAVERS NOT TO EXCEED ¼" VERTICAL CHANGES
- ⑧ RESURFACE CROSSING SLOPES OF SIDEWALK
- ⑨ RESURFACE SIDEWALK AND REPAIR CURB RAMP
- ⑩ REPAIR PAVERS NOT TO EXCEED ¼" ELEVATION
- ⑪ THRESHOLD REPLACEMENT NEEDED NOT TO EXCEED ¼" ELEVATION

Parking and Non-Conformity Considerations

Since the Grove Market Shopping Center was constructed in 1999 in compliance with the Palm Beach County code, there are a number of items that are not in compliance with the current City Code.

Per the applicant justification statement, page 4, *“Although we cannot widen the existing, legal, non-conforming drive isles we are widening the parking stalls in the areas of concern to well beyond the legal requirement to improve the maneuverability into and out of these areas”*.

Per the applicant justification statement, page 4, *“Principal Anchor: Winn Dixie has special requests. When possible, the parking spaces have been restriped to be 10-foot wide which is above the City’s requirements. Shopping cart corals have also been added meeting their specifications. So while some of the angle parking is non-compliant, many now exceed the code, lessening the non-conformity”*

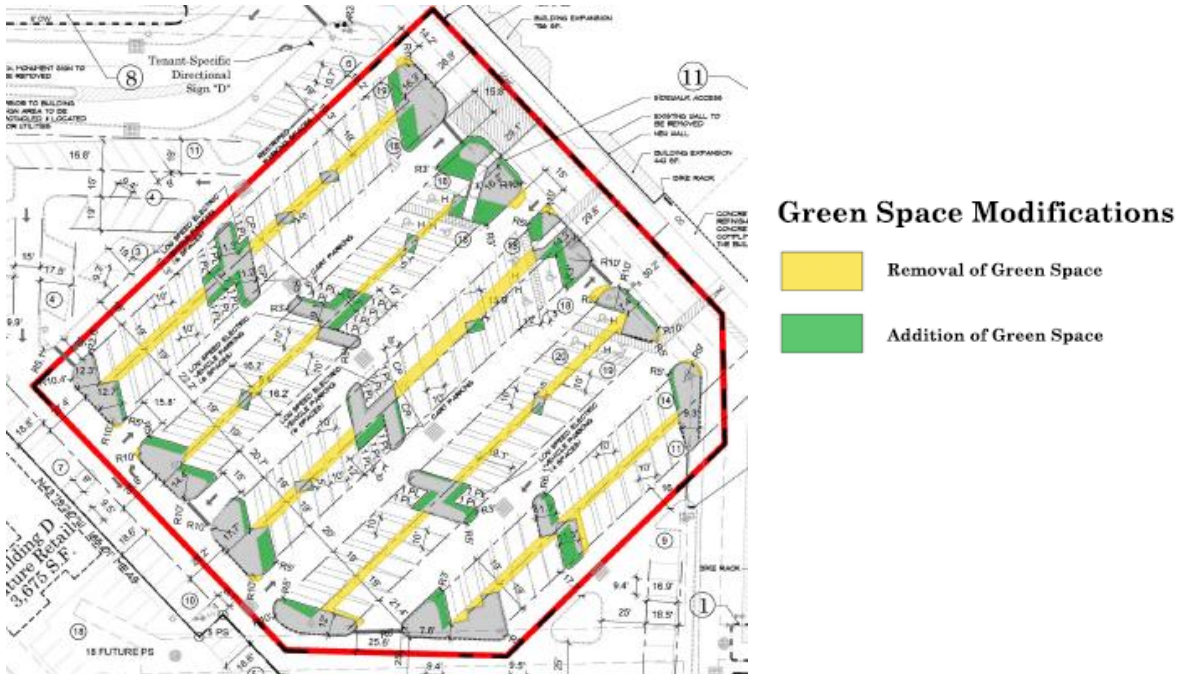
In terms of the parking area lay-out, the site plan includes a number of non-conformities such as width, depth, and aisle dimensions that are detailed in the following table:

The Grove Market at Westlake Non-Conformities Chart		
Westlake Code	Required	Provided
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	60° Parking - Retail Width: 9.5' Depth: 19.0' Module Width: 53'	60° Parking - Retail Width: 9.0' Depth: 16.8' Module Width: 50.8'
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	90° Parking - Retail Depth: 18.5' Aisle Width: 25' Module Width: 62'	90° Parking - Retail Depth: 18.3' Aisle Width: 21.5' Module Width: 59.1'
Ordinance No. 2019-7 Article III - Section 4.26 A) Interior Planting Areas	2) Parking in a Row – 10 spaces Alt. parking – increased to 15 if divider median 4) min. width landscape divider – 5' excluding curb 8) terminal island – 8' excluding curb	2) Parking in a Row – increased to (3)11 spaces, (1) 12 space runs 8) terminal island – 4.8' excluding curb

Landscape

The existing landscape that was not in conformance with Code has been supplemented to conform. There are trees within the affected area of the parking lot that have been proposed for removal. As the parking lot exists currently, there are several trees that are in poor condition and also buckling the adjacent pavement. The parking lot redesign successfully preserves the healthy and viable canopy trees while selectively removing the trees that are in poor condition. The redesigned landscape within the affected area of the parking lot has been reviewed and is in compliance with City Code.

The image below highlights the locations of the proposed landscape:



Traffic

From review of the two future retail uses, it is believed that the project will generate fewer than twenty (20) Gross Peak Hour Trips (after internalization). Therefore, a traffic statement is not required and offsite improvements for the purposes of traffic are not required.

Drainage

This property is currently served by a previously permitted stormwater management system. Runoff from the site is directed to on-site inlets and storm sewer with discharge to off-site dry detention and wet detention systems. The system then discharges into the master drainage system owned and operated by Seminole Improvement District (SID) for positive legal outfall via existing platted drainage easements. Requirements for pretreatment prior to discharge of site due to the changes in impervious area will be addressed in the Land Development permitting process. The discharge into the master drainage system will be accordance with the master plan for the Westlake.

Fire Safety

The site plan application was reviewed by Mr. Wesley Jolin, IAAI-CFI, Fire Safety Specialist, from Palm Beach County Fire Rescue. The current site plan amendment is not proposing modifications that will affect the site plan in terms of Fire Safety.

FINAL REMARKS

Application SPR-2021-08 will be heard by the City Council on October 11, 2021. The subject application was advertised on the Palm Beach Post. As stated previously, the subject application was reviewed by the City of Westlake staff (Planning and Zoning, Landscaping and Engineering) and the Seminole Improvement District (SID).

Based upon the facts and findings contained herein, the Planning and Zoning and Engineering Departments recommend the following two (2) conditions of approval:

1. The abandoned left turn lane onto Seminole Pratt Whitney Rd. should be either striped or curbed and absorbed into the adjacent landscape island by expanding the landscape island and effective funneling traffic into one lane, right turn only. See sketch below for a visual example of how this could be achieved. Exact configuration may differ.
2. The drive aisles within the affected area of the parking lot containing 60-degree parking shall be maintain at a minimum width of 15'. There is one (1) noted location that is less than 15'. It appears that the northern most curb line in this area can be adjusted to accommodate the 15' minimum.

5. EXISTING CONDITIONS

Please see below photos of current conditions at the Grove Market Shopping Center:







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

DATE: 9/24/2021
APPLICATION NUMBER: SPR-2021-08
DESCRIPTION: Grove Market Site Plan Review
APPLICANT: 2GHO, Inc.
OWNER: 5060 Loxahatchee Retail, LLC
REQUEST: Site Plan Modification Review
LOCATION: 5060 Seminole Pratt Whitney Road, Westlake, FL 33470
STAFF REVIEW: **APPROVAL LETTER**

The Engineering Department approves the plans with the following notations and conditions of approval.

Site Plan Comments

1. Non-conformities were mentioned by the applicant. It's unclear where many of the non-conformities occur. Please provide a highlighted plan, or exhibit that makes it clear where the non-conformities occur on the site plan.

Applicant response: Please see the four exhibits to clarify the non-conformities.

City response: There are items that remain unclear.

- The 60-degree aisle width is noted at 13.5'. it is still not clear where the 13.5' aisle width occurs on the plan.

Response: This has been modified.

- The module width for 60-degree is noted with a 47' requirement – this should read 53'. The provided module with for 60-degree is noted as 40.2' – where does this occur?

Response: This was changed.

- The 90-degree parking required section notes a parking depth of 18'. This should read 18.5'. noting this, are there any 90-degree parking depth non-conformities? The provided section details a 18.5' parking depth.

Response: This has been updated throughout.

City response: Non-conforming site elements/conditions that are existing to remain are accepted. All site modifications within effected areas are expected to meet Code.

All previous site plan comments not included herein have been addressed and/or satisfied.

Preliminary Landscape Plan Comments

2. There is a discrepancy between the submitted tree disposition plan and the justification statement. Within the justification statement, it reads that over sixty (60) trees are being removed. The tree disposition plan indicates that forty-four (44) trees are being removed. This discrepancy is noted and the preliminary landscape plan is approved with the understanding that forty-four (44) trees are currently anticipated for removal. At the time of Landscape Permit application, the applicant will further evaluate the landscape design and condition of the trees on site. Every reasonable effort shall be made to preserve healthy and viable canopy trees on site.

All previous preliminary plan comments not included herein have been addressed and/or satisfied. Additional landscape comments may be forthcoming at the time of Landscape Permit application.

Justification Statement Comments

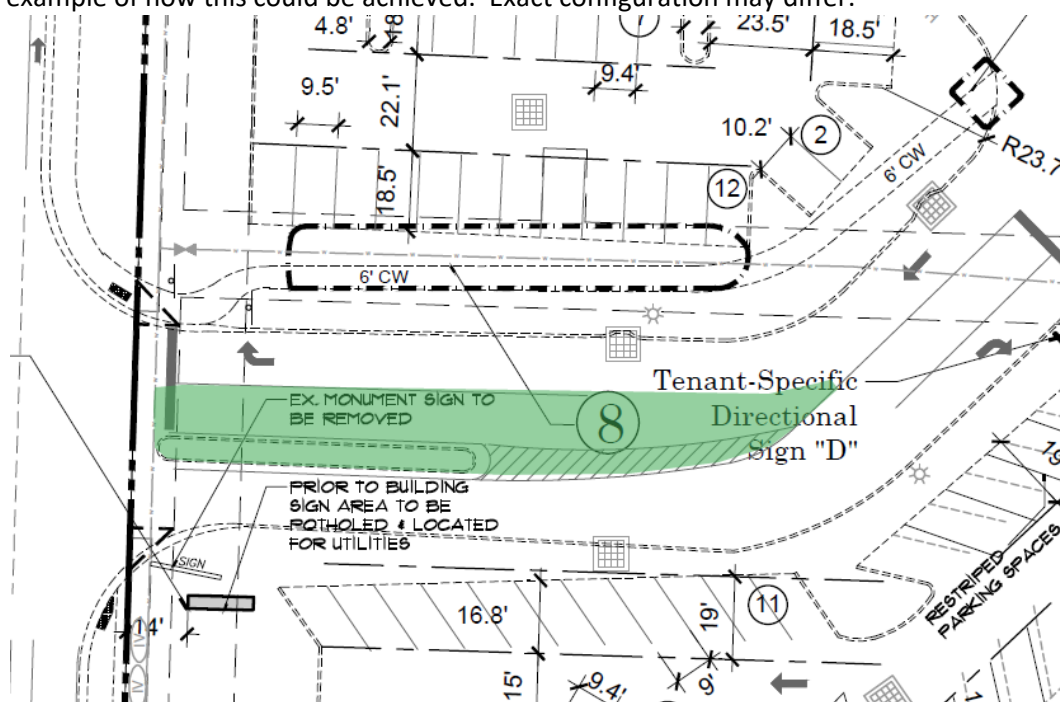
All previous justification statement comments not included herein have been addressed and/or satisfied.

Traffic Comments

All traffic comments not included herein have been addressed and/or satisfied.

CONDITIONS OF APPROVAL

1. The abandoned left turn lane onto Seminole Pratt Whitney Rd. should be either striped or curbed and absorbed into the adjacent landscape island by expanding the landscape island and effective funneling traffic into one lane, right turn only. See sketch below for a visual example of how this could be achieved. Exact configuration may differ.





**Justification Statement
The Grove Market MUPD
Zoning Review – Site Plan Modifications**

Original Submittal: July 12, 2021
1st Resubmittal: August 11, 2021
2nd Resubmittal: September 10, 2021
3rd Resubmittal: September 22, 2021
4TH Resubmittal: September 24, 2021

Gentile Holloway O'Mahoney & Associates, Inc. (2GHO) as agent for the owner, 5060 Loxahatchee Retail, LLC. is requesting a Zoning Review – Site Plan Modification to include changes to the site plan and landscape plan to address and minimize site non-conformities, address changes requested from the City and pull together the façade improvement approval and the master sign plan approval. Overall, the site and landscape modifications will complete the package for an updated shopping center. Additional changes have been made based on meetings and site visit with staff and city council member. The Grove Market is located on the northeast corner of the intersection of Seminole Pratt Whitney Road and Persimmon Boulevard East on a 9.98-acre parcel of land.

Project History:

The subject project was originally approved in unincorporated Palm Beach County in 1995 and received multiple approvals listed below. Below is a list of the approvals including the annexation on June 20, 2016.

The project was originally approved as a Multiple Use Planned Development (MUPD) in Palm Beach County. As an MUPD, the site is developed as an overall unified project with potential for outparcels to be developed using the access and parking as one development. There are two (2) outparcels that were approved at the Grove Market:

- Building D (southwest corner) – 3,675 s.f. to allow a permitted use (vacant); and
- Building E (northwest corner) – 2,500 s.f. of convenience store with 4 islands with 8 pumps (existing).

THE GROVE MARKET APPROVALS		
PETITION NO.	APPLICATION REQUEST	DATE OF APPROVAL
	PALM BEACH COUNTY	
LGA 96-024	Land Use Amendment	August 22, 1996

THE GROVE MARKET
 SITE PLAN MODIFICATION APPLICATION
 September 24, 2021
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THE GROVE MARKET APPROVALS		
PETITION NO.	APPLICATION REQUEST	DATE OF APPROVAL
1995-106	REZONING	August 22, 1996/R96-1355
1995-106	Development Order Amendment (DOA)/ Expedited Application	April 24, 1997/R97-623
1995-106	DOA To Add Medical Office And Vet Clinic	October 22, 1998/R98-1794
1996-106	DOA To Add C-Store With Gas Sales	June 27, 2011/R2011-0961
	Landscape changes to the overall site	August 2016
	ANNEXED INTO THE CITY OF WESTLAKE	June 20, 2016
Resolution No. 2021-17	Modifications to the facade	June 14, 2021
Resolution No. 2021-25	Master Sign Package	August 9, 2021

Below is a list of the surrounding land use, zoning, property control numbers and existing uses:

	EXISTING FLU	EXISTING ZONING	PCN	EXISTING USE
Subject Site	Downtown Mixed Use	Mixed Use	77-40-43-01-01-001-0010	Shopping Center
North	Civic	Mixed Use	77-40-43-01-02-001-0000	Fire Station
South	Downtown Mixed Use	Mixed Use	Persimmon Blvd. E 77-40-43-12-01-001-0000	Wellington Regional Medical Center
East	Downtown Mixed Use	Mixed Use	77-40-43-01-07-023-0011	Seminole Improvement District – water tract
West	Downtown Mixed Use	Mixed Use	77-40-43-01-00-000-1010	Publix Center

Requested Application:

The proposed application is for modifications to the site plan and landscape plans as part of a major refurbishment to the Grove Market property which includes parking reconfiguration and a different landscape philosophy for the main parking area. This application is part of the recent approvals for façade improvements and new signage for the site and building. This application deals with the site plan and landscape plan specifically, identifying non-conformities, reducing non-conformities and generally improving the aesthetics and safety of the property. As noted above, the site was recently annexed into the City of Westlake from unincorporated Palm Beach County which means that the project was built under another code.

This application will be reviewed following the submitted Master Sign Plan modification for the overall site which has been approved on August 9, 2021 by the City Council.

THE GROVE MARKET
SITE PLAN MODIFICATION APPLICATION
September 24, 2021
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5060 Loxahatchee Retail, LLC has taken a good look at the shopping center and determined that the circulation is difficult at points and visibility is poor. While the foundation planting and the entry ways have been updated in recent year and are healthy, the parking lot landscape is tired and was planted at a time when small spaces were provided for large trees. The quality of the trees is poor in both tree canopy and structure with major root damage. The root systems are tearing up paving and will, in turn, be torn up if just repaving is done (making it hard to keep the trees alive). The main parking is getting a major refurbishment which will refresh and make the area more aesthetically pleasing. Most importantly, the refurbishment will improve circulation and allow existing light fixtures to function better for a safer center. The current parking lot tree planting is over code since it was originally approved through Palm Beach County. The new plan calls for just under 4,000 square feet less in green space in this main parking lot but the planting areas are better suited to sustain landscape material due to the configuration and increase in the minimum planting area. Many of the Oaks need to come out to make modifications to terminal island turning radii. Many of the trees in the 5-foot islands have never thrived and will be removed. This opens the opportunity to carry the Royal Palm theme of the entry along the front of the building. It will be easier to see signage and therefor improve wayfinding.

The landscape refurbishment will complement the building improvements to make a successful plaza fitting into the image of Westlake. Underlying this is the change to the hardscape that makes this possible. The median strips (4-6 feet wide) are being removed which allows deeper parking spaces and a wider bay of parking. The result is easier and safer circulation (which exceeds code). This new configuration also provides for low-speed vehicles in smaller parking space sizes supporting alternative transportation modes and fulfilling a desire of the City Council. To get this new parking lot executed, we need to remove over 60 trees which are not thriving and not an asset to the community. We are requesting that these trees be removed without mitigation consideration:

REMOVAL:

22 Mahogany Trees	5-14" Caliper
20 Live Oak Trees	6-16" Caliper
19 Satin Leaf Trees	2-3" Caliper

PROPOSED:

- 6 Triple Alexander Palms
- 3 Live Oak Trees
- 9 Royal Palms
- 44 Sabal Palms

About 2000 shrubs

RELOCATION:

The following will be relocated to areas around the site from along the front of the building:

2 Adonedia Palms

2 Tree Ligustrum

TREE DISPOSITION

The condition of the parking lot trees is poor in general. They have been over pruned to lift out of the traffic lanes and are growing in areas that are too small and cannot support a healthy root system for the type of trees that are there. The medians are uncurbed leading to a messy look. The tree roots, particularly in the medians, have lifted the asphalt. Part of the refurbishment plan is to repave the parking lot. The existing trees would be stressed, if not killed, by the activity which would necessitate grinding the top of roots which are lifting the asphalt and the base material.

In addition, there are conflicts with many of the 20' site lighting poles. The lamp fixtures are being replaced with LED fixtures which will provide better light, but for the safety of the visitors, those light sources cannot be blocked by large trees. Several trees are proposed to be removed for just that reason. Palms will be planted in these terminal islands (required) specified with a tall clear trunk to minimize the conflict.

At this time, the main parking area will be getting a full overhaul and a fresh new look. Please find the following pictures of existing conditions to understand why we are proposing to remove over 60 trees:



Example of tree | light conflict & leaning Oak tree. Supervised pruning will occur.

THE GROVE MARKET
SITE PLAN MODIFICATION APPLICATION
September 24, 2021
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Example of 15" DBH Mahogany tree in median (proposed for removal) with co-dominant trunks. Note the root damage.



Example of 8" DBH Mahogany in very narrow median breaking up pavement.



Example of 7" DBH Mahogany in narrow median with surface root damage to asphalt.

THE GROVE MARKET
SITE PLAN MODIFICATION APPLICATION
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Example of 8-10" DBH Live Oaks in terminal island noting poor pruning activities. The majority will be saved.



Example of 9" DBH Live Oak in narrow terminal island with insufficient curb radii. Radii will be fixed and trees saved in most cases.

KEY POINTS

The following are the key points which this site plan modification application is proposing:

1. Site Plan – changing PBC Site Data Requirements to the City of Westlake requirements;
2. Site Plan – Providing for a completely compliant ADA site as to size, slope and location of ADA parking spaces and aisles;
3. Site Plan – Add diversity in parking space types;
 - o Add 24 Low Speed Electric Vehicle parking spaces;

- Add 12 motorcycle or compact car spaces;
- 4. Site Plan - Increase parking space width – 10’ width (9.5’ is required for 60-degree angled parking) and aisles at 15’ with added aisle width between parking spaces (not islands) to 20-22’ within the main parking area to increase circulation, parking ease; and safety; (See Exhibits #2&3)
- 5. Site Plan - Increase turning radii, where needed, going into the parking aisles at the terminal islands to aide circulation and safety;
- 6. Site Plan - Provide parking landscape-diamonds (squares due to the angled parking) to assure that all cars are no further than 50’ away from a tree per code. The spaces on either side are shorter and appropriate for compact cars or motorcycles. They will have wheel stops to protect the planting;
- 7. Modify radius for truck turning ease just in from the south entry going to the service area.
- 8. Site Plan – add dumpster enclosure to the service area on the east side of the site including landscape screening and removing of 2 parking spaces;
- 9. Site Plan – indicate the newly approved sign locations and configuration changes to the Winn Dixie anchor store as principal use;
- 10. Site Plan - Updating the square footage of the existing buildings based upon survey information;
- 11. Site Plan - The existing walkway will be refinished with a Winn-Dixie complementary color of ‘Pewter’ for the Stardek Concrete coating at <https://www.stardek.com/star1color.php>. An example has been submitted to the City.



12. Landscape Plan – Bring the property up to code by:
 - addressing missing shrubs and groundcover within existing buffers and planting areas;
 - Adding vegetation to the base of the new signs;
13. Landscape Plan - Remove most of the trees in the medians and three in terminal and regular islands of the main angled parking area to:
 - Provide better and safer circulation by reconfiguration of islands with greater radii curbs,
 - Allow the site lights to function better, and
 - All expanded width parking spaces (larger) and better back up scenarios;
14. Landscape Plan - Trees being removed are Mahoganies, Satin Leafs and Oaks. All have been growing in poor conditions which are in too small of a space. None of these trees are suitable for relocation.
15. Landscape Plan - proposed additions:
 - a. End islands on the north – the existing Oaks with a few Royal Palms added in to carry the entry theme along the front of the center’s drive;
 - b. One center planting area based upon the existing islands. The use of Low-Speed Vehicle parking allows more green space in this area with width to support shade trees.
 - c. Landscape diamonds are placed between terminal islands and the intermediate island and planted with a triple palm so that the 50’ distance is met.
 - d. The existing south terminal island trees will remain with additional shrubs unless the curbing to the terminal islands cannot be met;
 - e. All existing trees shall be pruned by a certified arborist under the direction of the landscape architect to address the general health of the trees and specifically minimizing conflicts with site lighting, and;
 - f. All proposed landscape areas to be curbed.

Parking Justification:

Since the original plan was approved through the County using different criteria than has been adopted by the City, this application addresses the differences in parking rates based upon use.

- MUPD PBC: Rate: 4 spaces per 1000 square feet up to 6 spaces per 1000 square feet. This equates to 1 space per 250 square feet up to 1 space per 167 square feet. The project was approved with a minimum of 352 spaces and a maximum of 448 spaces; provided are 412 parking spaces.
- Proposed change: Rate for parking the Grocery Store and associated in-line retail to be 1 space per 240 square feet. The out parcels are to be parked based upon their use. Both of these are consistent with the approval of the new Publix Plaza across the street to the west of this property.

THE GROVE MARKET
 SITE PLAN MODIFICATION APPLICATION
 September 24, 2021
 Page 9 of 10

The Center has sufficient parking to handle the uses including the previous approved future uses. There is additional parking available for future changes.

Non-Conformities Chart:

Included on the site plan is a list of the parking non-conformities based on Westlake’s Code. Non-conformities have been reduced with the major refurbishment of the primary parking area. See the Exhibits which show where the non-conformities still remain and the areas that are over code:

The Grove Market at Westlake Non-Conformities Chart		
Westlake Code	Required	Provided
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	60° Parking - Retail Width: 9.5’ Depth: 19.0’ Module Width: 53’	60° Parking - Retail Width: 9.0’ Depth: 16.8’ Module Width: 50.8’
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	90° Parking - Retail Depth: 18.5’ Aisle Width: 25’ Module Width: 62’	90° Parking - Retail Depth: 18.3’ Aisle Width: 21.5’ Module Width: 59.1’
Ordinance No. 2019-7 Article III – Section 4.26 A) Interior Planting Areas	2) Parking in a Row – 10 spaces Alt. parking – increased to 15 if divider median 4) min. width landscape divider – 5’ excluding curb 8) terminal island – 8’ excluding curb	2) Parking in a Row – increased to (3)11 spaces, (1) 12 space runs 8) terminal island – 4.8’ excluding curb

The primary parking area exceeds the standards in width of parking spaces and in aisle area not defined by landscape islands with the refurbishment. The non-conformities are reduced to a few in the outlying areas which will not change.

ADDITION OF ELECTRIC CART PARKING: While not in the code, we understand that the City is interested in 5% of the required parking to be in electric/golf cart spaces. We have exceeded that amount and worked these spaces into the parking lot, clustered around tree islands.

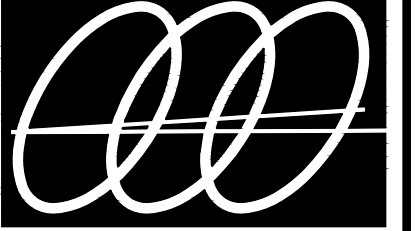
ADDITION OF SHORTER PARKING SPACES: To do a modified version of parking diamonds in angled parking, the parking spaces became shorter, about 16’ long. Since Westlake does not acknowledge compact parking spaces, these spaces could be for

THE GROVE MARKET
SITE PLAN MODIFICATION APPLICATION
September 24, 2021
Page 10 of 10

motorcycles. The Applicant will sign as necessary. These spaces, as with the electric cart parking, will have wheel stops to allow the curbs to protect the planting material.

PRINCIPAL ANCHOR: Winn Dixie has special requests. When possible, the parking spaces have been restriped to be 10-feet wide which is above the City's requirements. Shopping cart corals have also been added meeting their specifications. So while some of the angled parking is non-compliant, many now exceed the code, lessening the non-conformity.

On behalf of the applicant, 2GHO, Inc. respectfully request approval of this application. The Project Managers at 2GHO are Emily O'Mahoney, Pat Lentini and Dylan Roden.



Gentle Glas Holloway O'Mahoney & Associates, Inc. Landscape Architects Planners Environmental Consultants

1907 Commerce Lane Suite 101 Jupiter, Florida 33458 561-575-9551 561-575-5260 FAX www.2GHO.com

Site Plan

Grove Market Shopping Center

West Lake, Florida

Designed: DLR
Drawn: DLR
Approved: GGG/ROM/AMH
Date: July 21, 2021
Job no.: 21-0402
Revisions: 7/29/2021
8/11/2021
09/10/2021
09/22/2021
09/24/2021

Seal

LC 000117
Sheet Title:

Site Plan

Scale: 1" = 40'

Sheet No.

SP-1

21-0402

Grove Market at Westlake

9/24/2021

DESCRIPTION	SITE PLAN MODIFICATION		
CONTROL NAME	GROVE MARKET @ WESTLAKE		
APPLICATION NUMBER	SPR-2021-08		
FUTURE LAND USE DESIGNATION	DOWNTOWN MIXED USE		
EXISTING ZONING DISTRICT	MU		
PROPOSED USE	RETAIL/GROCERY/CONVENIENCES STORE W/ GAS		
SECTION TOWNSHIP RANGE	SAME		
PCN(S)	S01 T43 R40		
TRAFFIC ANALYSIS ZONE (TAZ)	864		
GROSS SITE AREA	9,960 ACRES		
	434,729 S.F.		
	REQUIRED SF	PROVIDED SF	
PERVIOUS SURFACE AREA	108,682.25 25% MAX	109,590 25.2%	
IMPERVIOUS SURFACE AREA	-	325,139.00 74.8%	
TOTAL BUILDING SQUARE FOOTAGE	86,852 S.F.		
GROCERY STORAGE BUILDING A	52,145 S.F.		
RETAIL - BUILDING B	7,882 S.F.		
FUTURE RETAIL BUILDING B	4,000 S.F.		
RETAIL - BUILDING C	16,650 S.F.		
FUTURE - RETAIL - BUILDING D	3,675 S.F.		
CONV. STORE W/GAS SALES - BLDG E	2,500 S.F.		
FUEL STATIONS	8 Stations (4 Islands)		
BUILDING DATA	REQUIRED	PROVIDED	
BUILDING COVERAGE	45% MAX	20.0%	
NUMBER OF STORIES		1 STORIES	
FLOOR AREA RATIO		0.2	
BUILDING SETBACKS	REQUIRED	PROVIDED	
FRONT SETBACK (WEST)	20' MIN.	37'	
SIDE SETBACK (NORTH)	10' MIN.	53'	
SIDE SETBACK (SOUTH)	10' MIN.	95.6'	
REAR SETBACK (EAST)	20' MIN.	81.9'	
BUILDING SEPARATION	20'	20'	
PARKING DATA	PBC REQUIRED	WESTLAKE REQUIRED	PROVIDED
TOTAL PARKING	352 SPACES	365 SPACES	430 SPACES
EXISTING - RETAIL/GROCERY Buildings A, B, C	319 SPACES	380 SPACES	1240 s.f.
FUTURE PARKING			6 Future Approved Not Constructed N.E. Corner of Site
FUTURE RETAIL Building B	17 SPACES	17 SPACES	1240 s.f.
CONVENIENCE STORE W/PUMPS Building E	14 SPACES	9 SPACES	1240 s.f. + 1 gas pump island (4 islands)
FUTURE OUTPARCEL Building D	15 SPACES	18 SPACES	1300 s.f. as approved 18 Future Spaces Provided/5 Spaces are lost due to Access Aisle
HANDICAP SPACES	10 SPACES	9 SPACES	13 SPACES
LOW SPEED ELECTRIC VEHICLE (INCLUDED IN TOTAL)	- SPACES	- SPACES	22 SPACES
MOTOR CYCLE /COMPACT CAR (INCLUDED IN TOTAL)	- SPACES	- SPACES	12 SPACES
LOADING SPACES	2 SPACES	3 SPACES	3 SPACES
BICYCLE PARKING	19 SPACES	3 SPACES	21 SPACES

NOTES: PBC MU REQUIREMENTS MIN. 41,000 TO A MAX. OF 61,000 CITY OF WESTLAKE REQUIREMENT - BY USE 1/240 S.F.

Westlake Code	Required	Provided
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	60" Parking - Retail Width: 9.5' Depth: 19.0' Module Width: 53'	60" Parking - Retail Width: 9' Depth: 16'-8" Module Width: 50.6'
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	90" Parking - Retail Width: 9' Depth: 18.5' Aisle Width: 25' Module Width: 62'	90" Parking - Retail Width: 9' Depth: 18.5' with overhang Aisle Width: 21.5' Module Width: 59.1'
Ordinance No. 2019-7 Article III - Section 4.26 A Interior Planting Areas	2) Parking in a Row - 10 spaces Alt. parking - increased to 15 if divider median 8) terminal island - 8' excluding curb	2) Parking in a Row - increased to (3)11 spaces. (1) 12 space runs 8) terminal island - 4.8' excluding curb

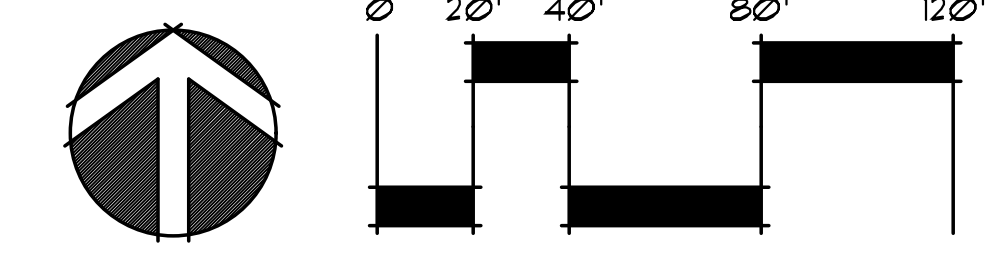
ADA Compliance Key

THE 11 ADA ISSUES IDENTIFIED IN THE 8.19.2016 REPORT FROM OTTEN CONSULTING GROUP, INC. ARE TO BE EXECUTED AS PART OF THIS APPROVAL TO MEET ALL CURRENT STATE AND NATIONAL ADA GUIDELINES

- ① RECONSTRUCTION OF CURB RAMP
- ② RESURFACE AND RESTRIPE REQUIRED
- ③ RESURFACE PARKING AND ACCESS AISLE
- ④ RESURFACE AND RESTRIPE REQUIRED
- ⑤ RESURFACE AND RESTRIPE REQUIRED
- ⑥ RESTRIPE AND ENSURE IT DOES NOT EXCEED THE 2% SLOPE REQUIRED
- ⑦ REPLACE PAVERS NOT TO EXCEED 1/4" VERTICAL CHANGES
- ⑧ RESURFACE CROSSING SLOPES OF SIDEWALK
- ⑨ RESURFACE SIDEWALK AND REPAIR CURB RAMP
- ⑩ REPAIR PAVERS NOT TO EXCEED 1/4" ELEVATION
- ⑪ THRESHOLD REPLACEMENT NEEDED NOT TO EXCEED 1/4" ELEVATION

Legend

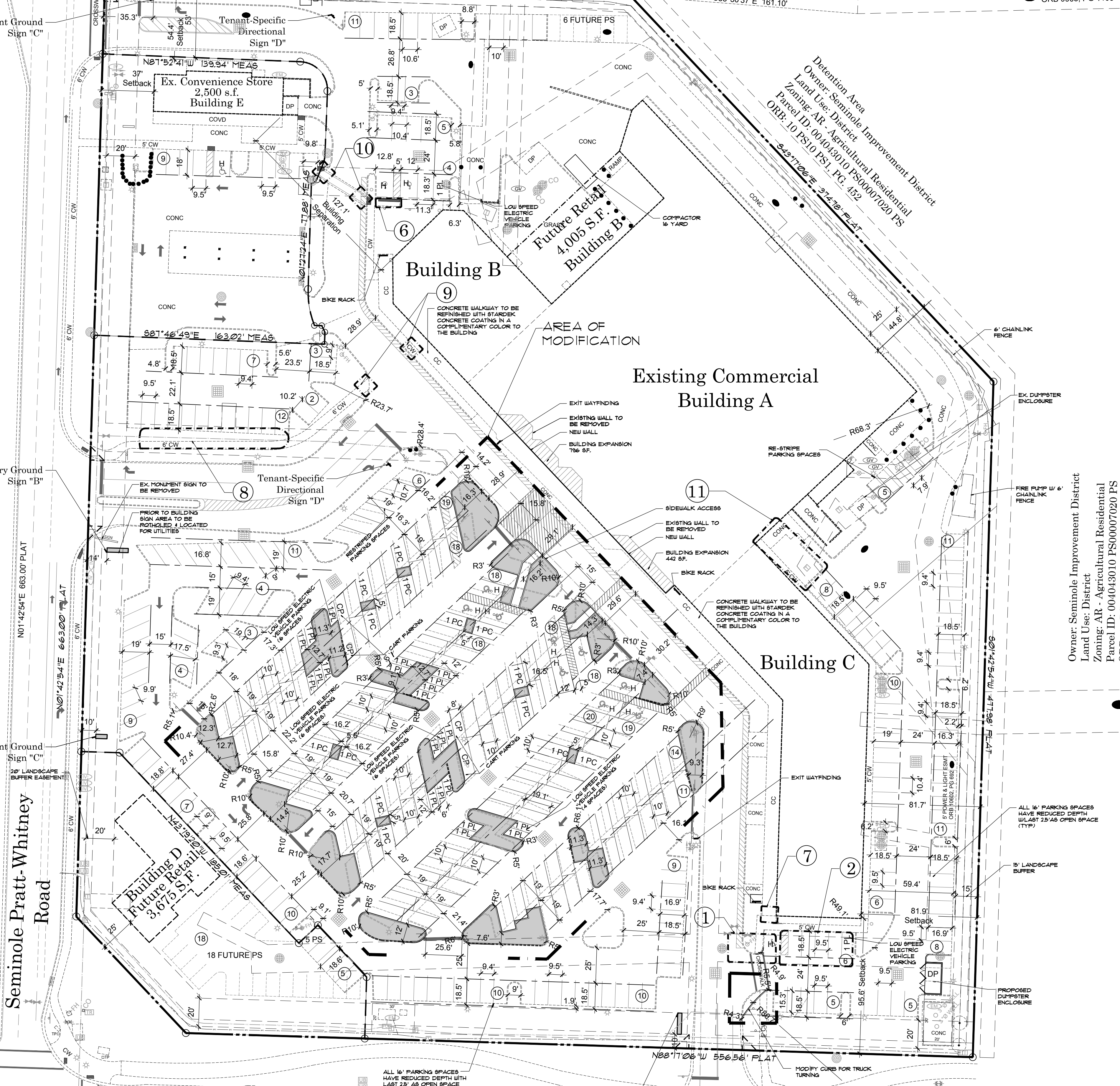
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DP	DUMPSTER	RW	RIGHT-OF-WAY
H	HANDICAP PARKING SPACE	SF	SQUARE FOOT
PS	PARKING SPACES	CW	CONCRETE WALK
PC	PARKING COMPACT / MOTORCYCL	UE	UTILITY EASEMENT
POB	POINT OF BEGINNING	SM	SANITARY MANHOLE
POC	POINT OF COMMENCEMENT	SI	STORM INLET
ORB	OFFICIAL RECORD BOOK	TS	TRAFFIC SIGN
PG	PAGE(S)		
HT	HEIGHT		
MAX	MAXIMUM		



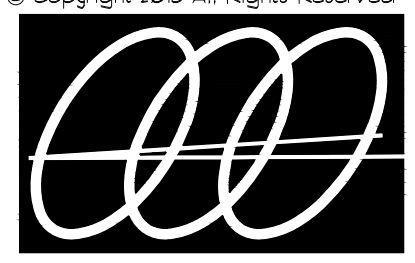
Detention Area
Owner: Seminole Improvement District
Land Use: District
Zoning: AR - Agricultural Residential
Parcel ID: 00404301000007020
ORB: 10101, PG. 452
S82°19'04"E 365.16' MEAS

Detention Area
Owner: Seminole Improvement District
Land Use: District
Zoning: AR - Agricultural Residential
Parcel ID: 004043010 PS00007020 PS
ORB: 10 PS10 PSI, PG. 452
S45°12'02"E 374.72' PLAT

Owner: Seminole Improvement District
Land Use: District
Zoning: AR - Agricultural Residential
Parcel ID: 004043010 PS00007020 PS
ORB: 10 PS10 PSI, PG. 452



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**Gentile Glas
Holloway
O'Mahoney**
& Associates, Inc.
Landscape Architects
Planners
Environmental Consultants

1907 Commerce Lane
Suite 101
Jupiter, Florida 33458
561-575-9557
561-575-5260 FAX
www.2GHO.com

Site Details
Grove Market Shopping Center
 West Lake, Florida

Designed: _____ PLS
 Drawn: _____ PLS
 Approved: _____ GGG/EOM/MTH
 Date: _____ July 21, 2021
 Job no: _____ 21-0402
 Revisions: _____ 7/28/2021
 _____ 8/11/2021
 _____ 09/10/2021
 _____ 09/22/2021
 _____ 09/24/2021

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LC 000111

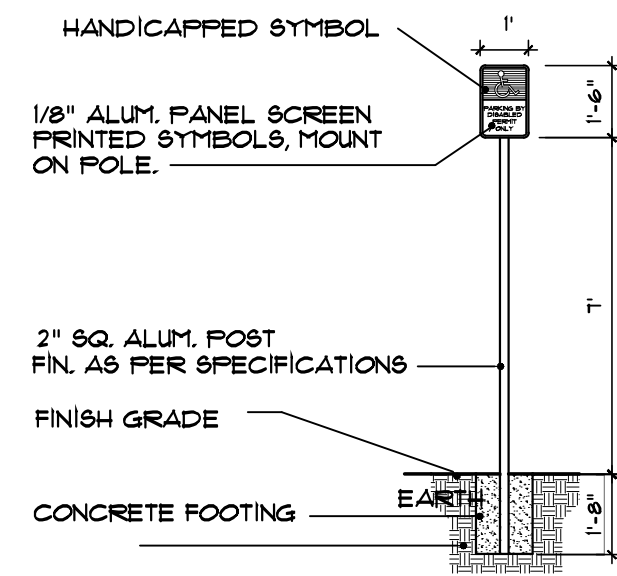
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**Site
 Details
 Sheet**

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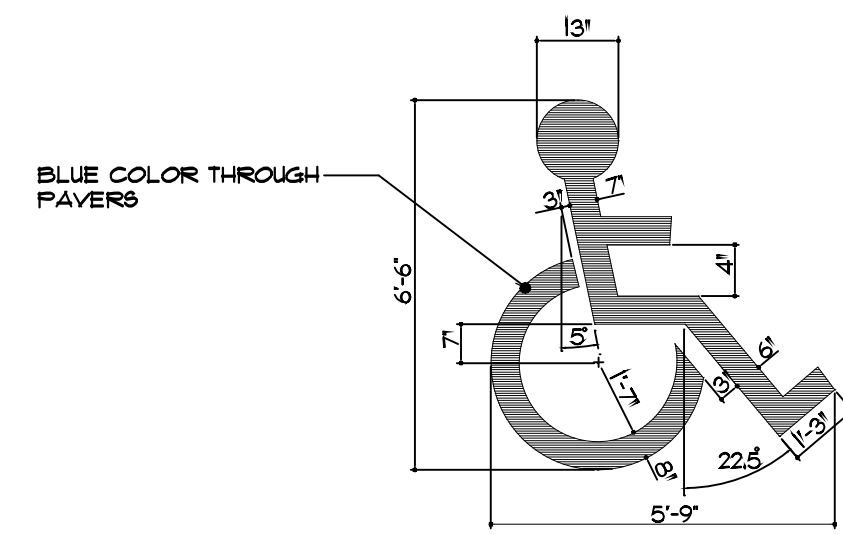
Sheet No.

SP-2

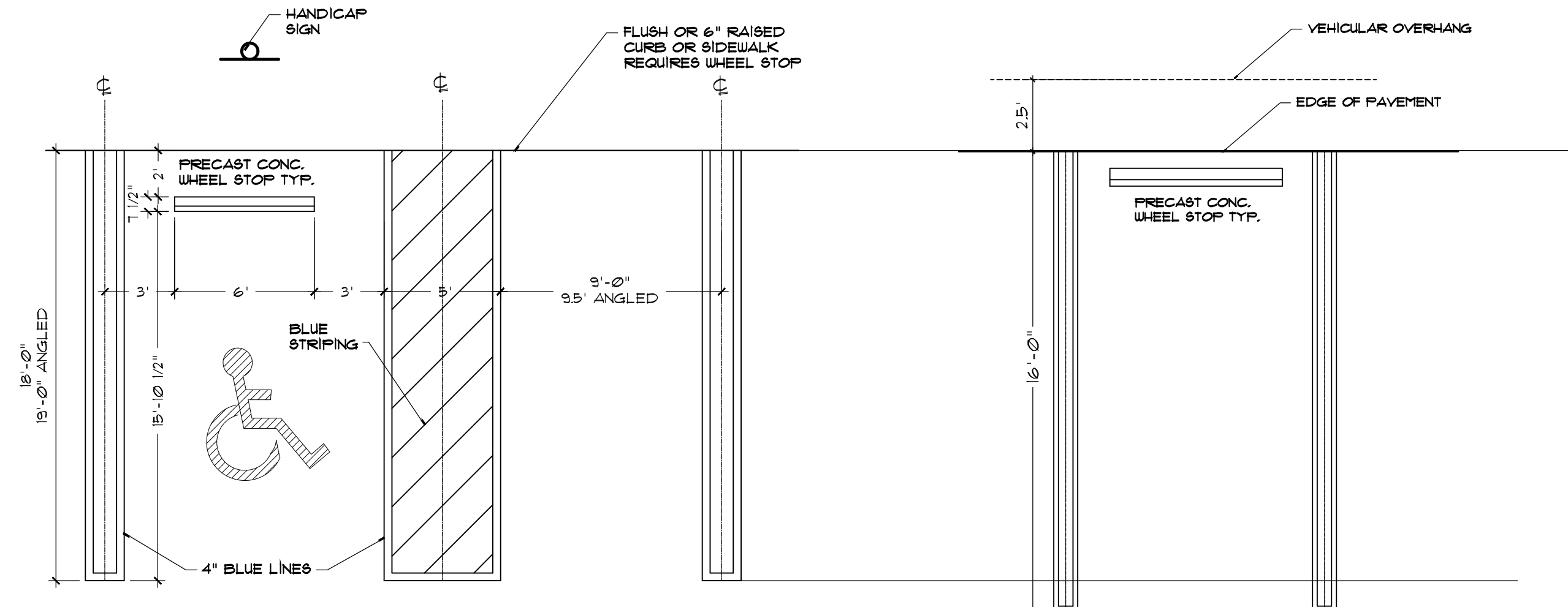
21-0402



Disabled Parking Sign
 1/4" = 1'-0"

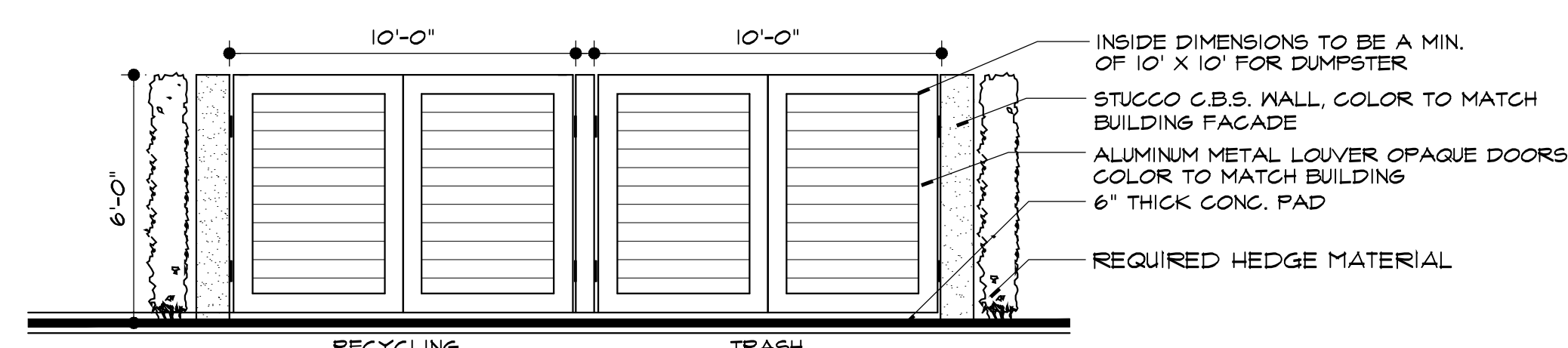


Disabled Pavement Marking
 N.T.S.



NOTE 1: ALL HANDICAP PARKING STALLS SHALL MEET THE FLORIDA ACCESSIBILITY CODE FOR BUILDING
 NOTE 2: NO WHEEL STOPS IN ANGLED PARKING UNLESS UP AGAINST CURBING

Parking Space Details
 N.T.S.

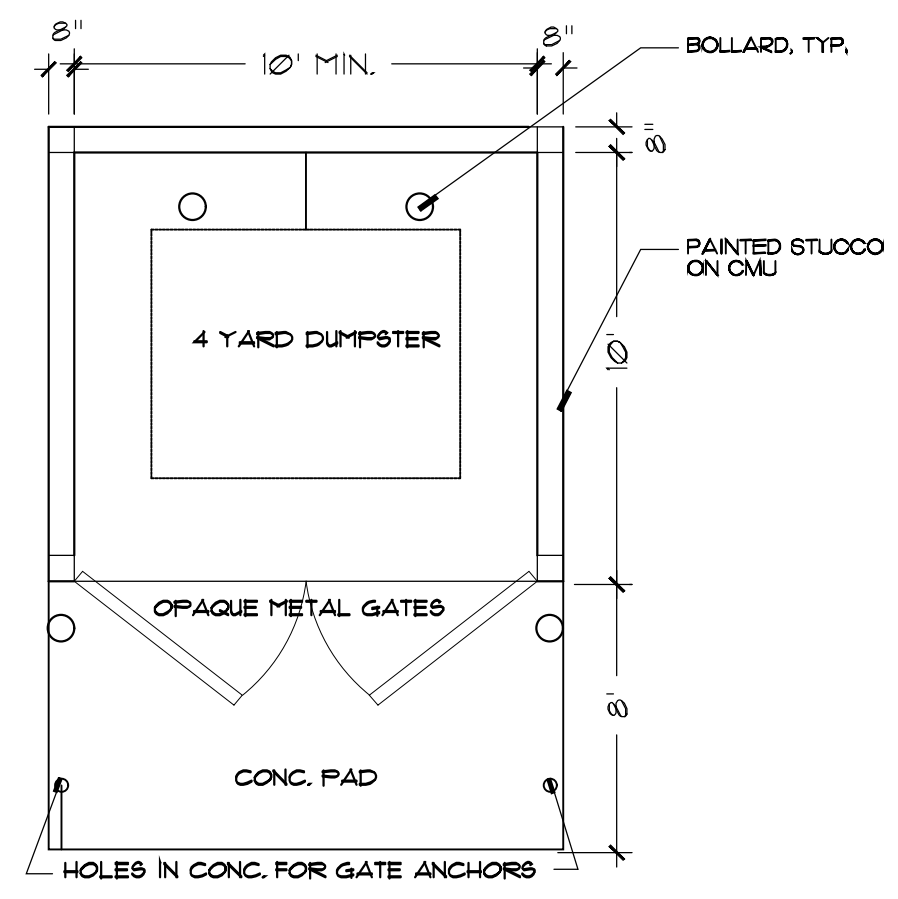


Dumpster Enclosure Detail
 N.T.S. FRONT ELEVATION
 FOR GRAPHIC PURPOSES ONLY

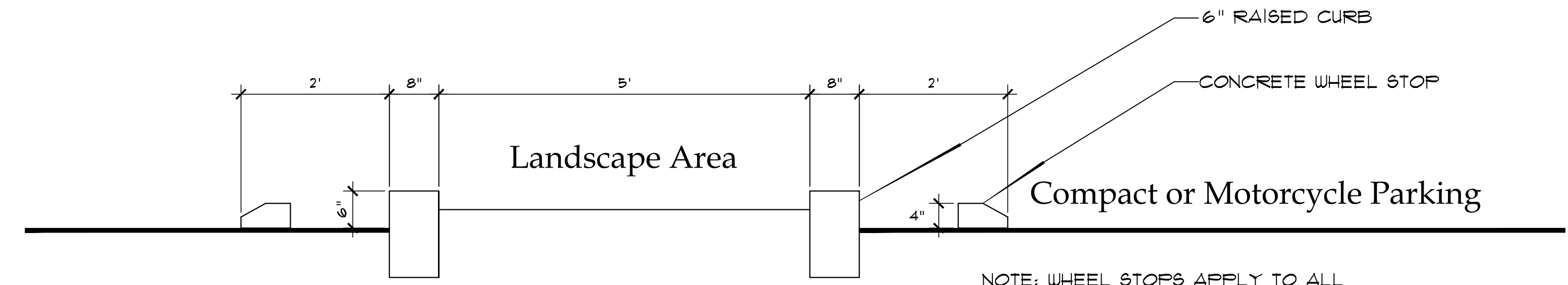


MANUFACTURER: ANOVA FURNISHINGS
 www.ANOVAFURNISHINGS.com
 MANUEL GIL-GOODMAN
 786-385-1101
 MODEL: 8BRP300 ULTRA SINGLE-SIDE BIKE RACK
 SIZE: 16.75\"/>

7 Space Bike Rack
 N.T.S.



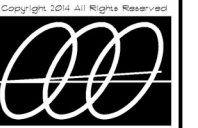
Dumpster Enclosure Detail
 N.T.S. PLAN VIEW
 *SEE SITE PLAN FOR EXACT LAYOUT FOR GRAPHIC PURPOSES ONLY



NOTE: WHEEL STOPS APPLY TO ALL CONDITION WITH A CURB INCLUDING THE LOW SPEED ELECTRIC VEHICLE PARKING

Parking 'Square'
 1/16" = 1'-0"

FILE: N:GROVE MARKET - 21-0402 DRAWINGS\CURRENT\21-0402 DETAILS-1.DWG
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Gentile Glas Holloway O'Mahoney & Associates, Inc.
 Landscape Architects
 Environmental Consultants

13071 Commerce Lane
 Suite 101
 Jupiter, Florida 33458
 561-515-9551
 561-515-5260 FAX
 www.2GHO.com

Green Space Modifications Exhibit

Grove Market Shopping Center

West Lake, Florida

Designed: DLR
 Drawn: DLR
 Approved: GGG/EOM/MTM
 Date: July 21, 2021
 Job no.: 21-0402
 Revisions: 7/28/2021
 8/11/2021
 09/10/2021
 09/22/2021
 09/24/2021

Seal

LC 000111

Green Space Modifications

Scale: 1"=40'

Sheet No.

Exhibit 50

21-0402

Green Space Modifications

- Removal of Green Space
- Addition of Green Space

Westlake Code	Non-Conformities Chart Required	Provided
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	60' Parking - Retail Width: 9.5' Depth: 19.0' Module Width: 53'	60' Parking - Retail Width: 9' Depth: 16.5' Module Width: 50.8'
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	90' Parking - Retail Width: 9.0' Depth: 18.5' Aisle Width: 25' Module Width: 62'	90' Parking - Retail Width: 9 + Depth: 18.5/16' with overhang Aisle Width: 25' Module Width: 59.1'
Ordinance No. 2019-7 Article III - Section 4.26 A Interior Planting Areas	1) Parking in a Row - 10 spaces 2) parking - increased to 15 if divider median 3) Vehicle overhang - 2.5' 4) terminal island - 8' excluding curb	1) Parking in a Row - increased to (2)11 spaces, (1) 12 space run 2) Vehicle overhang - 1.75' 3) terminal island - 4.8' excluding curb

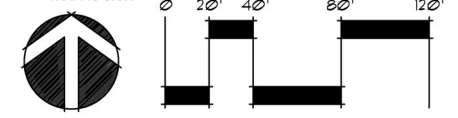
ADA Compliance Key

THE 11 ADA ISSUES IDENTIFIED IN THE 8.19.2016 REPORT FROM OTTEN CONSULTING GROUP, INC. ARE TO BE EXECUTED AS PART OF THIS APPROVAL TO MEET ALL CURRENT STATE AND NATIONAL ADA GUIDELINES

- 1 RECONSTRUCTION OF CURB RAMP
- 2 RESURFACE AND RESTRIPE REQUIRED
- 3 RESURFACE PARKING AND ACCESS AISLE
- 4 RESURFACE AND RESTRIPE REQUIRED
- 5 RESURFACE AND RESTRIPE REQUIRED
- 6 RESTRIPE AND ENSURE IT DOES NOT EXCEED THE 2% SLOPE REQUIRED
- 7 REPLACE PAVERS NOT TO EXCEED 3" VERTICAL CHANGES
- 8 RESURFACE CROSSING SLOPES OF SIDEWALK
- 9 RESURFACE SIDEWALK AND REPAIR CURB RAMP
- 10 REPAIR PAVERS NOT TO EXCEED 3" ELEVATION
- 11 THRESHOLD REPLACEMENT NEEDED NOT TO EXCEED 3" ELEVATION

Legend

- | | | | |
|-----|------------------------|-----|------------------------------------|
| POB | POINT OF BEGINNING | C | CART STORAGE |
| POC | POINT OF COMMENCEMENT | DP | DUMPSTER |
| ORB | OFFICIAL RECORD BOOK | CW | CONCRETE WALK |
| PG | PAGE(S) | CP | CART PARKING |
| H | HANDICAP PARKING SPACE | UE | UTILITY EASEMENT |
| HT | HEIGHT | PS | PARKING SPACES |
| MAX | MAXIMUM | PL | PARKING LOW SPEED ELECTRIC VEHICLE |
| MIN | MINIMUM | SM | SANITARY MANHOLE |
| TYP | TYPICAL | SMH | STORM MANHOLE |
| R/W | RIGHT-OF-WAY | SI | STORM INLET |
| SF | SQUARE FOOT | TS | TRAFFIC SIGN |

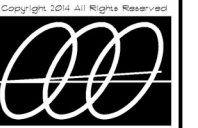


Detention Area
 Owner: Seminole Improvement District
 Land Use: District
 Zoning: AR - Agricultural Residential
 Parcel ID: 00404301000007020
 ORB: 10101, PG. 452
 S88°13'24"E 365.76' MEAS

Detention Area
 Owner: Seminole Improvement District
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 Parcel ID: 004043010 PS00007020 PS
 ORB: 10 PS10 PS1, PG. 452
 S43°17'26"E 374.78' PLAT

Owner: Seminole Improvement District
 Land Use: District
 Zoning: AR - Agricultural Residential
 Parcel ID: 004043010 PS00007020 PS
 ORB: 10 PS10 PS1, PG. 452

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 PLOT: 21-0402



Gentile Glas Holloway O'Mahoney & Associates, Inc.
Landscape Architects
Planners
Environmental Consultants

13071 Commerce Lane
Suite 101
Jupiter, Florida 33458
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561-515-5260 FAX
www.2GHO.com

Parking Aisle/Depth Exhibit

Grove Market Shopping Center

West Lake, Florida

Designed: DLR
Drawn: DLR
Approved: GGG/EOM/MTM
Date: July 21, 2021
Job no.: 21-0402
Revisions: 7/28/2021
8/11/2021
09/10/2021
09/22/2021
09/24/2021

Seal

LC 000111
Sheet Title:

Parking Aisle/Depth

Scale: 1"=40'

Sheet No.

Exhibit 51

21-0402

Parking Aisle/Depth

- Above Code
 - Non-Compliant
 - Code
- Aisle 60° Parking - 15'
90° Parking - 25'
Depth 60° Parking - 19'
90° Parking - 18'

Westlake Code	Non-Conformities Chart Required	Provided
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	60° Parking - Retail Width: 9'5" Depth: 19'0" Module Width: 53'	60° Parking - Retail Width: 9' Depth: 16'5" Module Width: 50.8'
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Ordinance No. 2019-7 Interior Planting Areas	1) Parking in a Row - 10 spaces 2) All parking - increased to 15' if divider median 3) Vehicle overhang - 2.5' 4) terminal island - 8' excluding curb	1) Parking in a Row - increased to (2)11 spaces, (1) 12 space run 2) Vehicle overhang - 1.75' 3) terminal island - 4.8' excluding curb

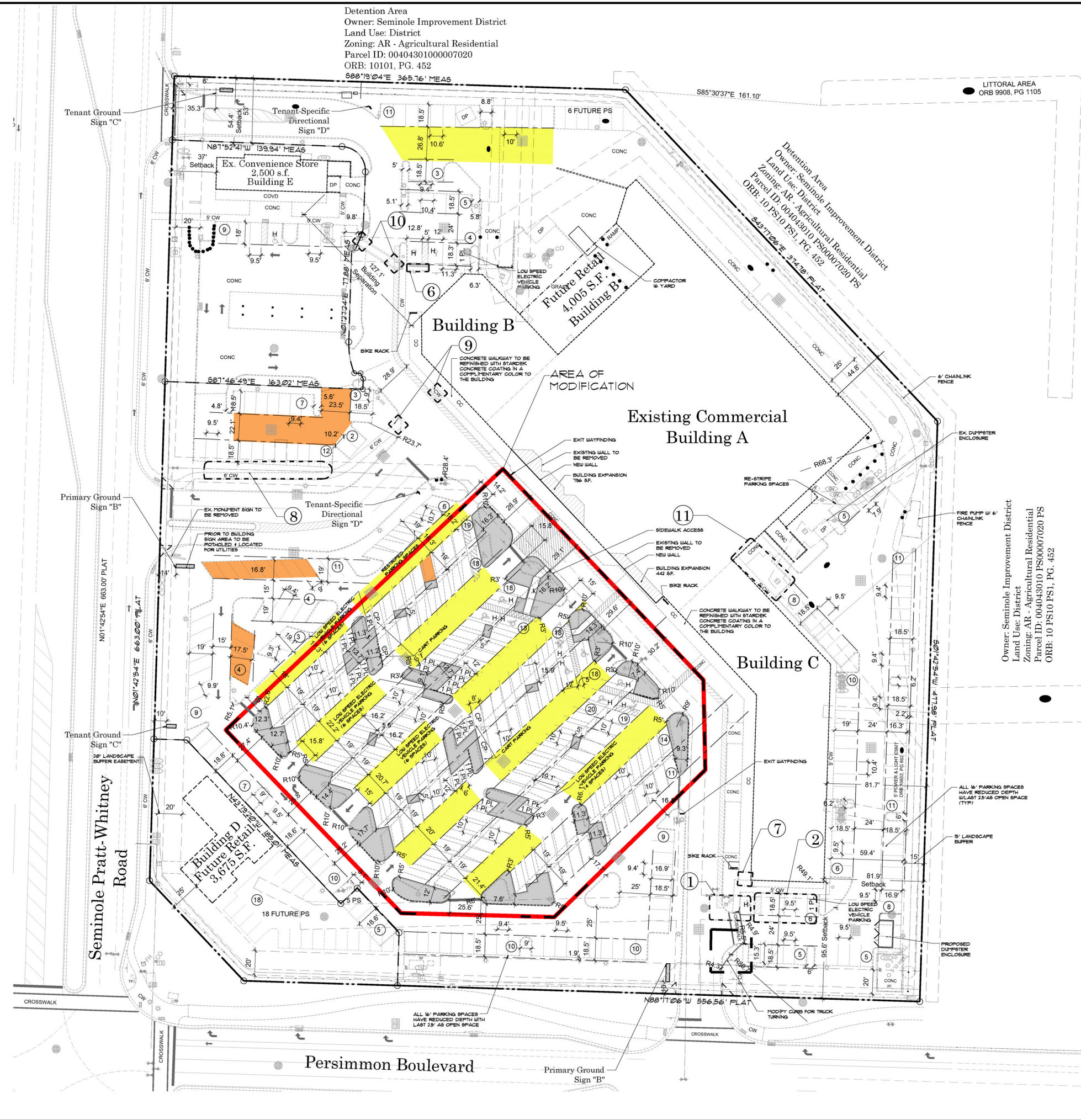
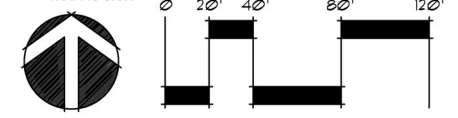
ADA Compliance Key

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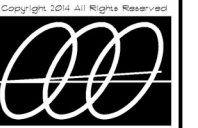
- 1 RECONSTRUCTION OF CURB RAMP
- 2 RESURFACE AND RESTRIPE REQUIRED
- 3 RESURFACE PARKING AND ACCESS AISLE
- 4 RESURFACE AND RESTRIPE REQUIRED
- 5 RESURFACE AND RESTRIPE REQUIRED
- 6 RESTRIPE AND ENSURE IT DOES NOT EXCEED THE 2% SLOPE REQUIRED
- 7 REPLACE PAVERS NOT TO EXCEED 3" VERTICAL CHANGES
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- 9 RESURFACE SIDEWALK AND REPAIR CURB RAMP
- 10 REPAIR PAVERS NOT TO EXCEED 3" ELEVATION
- 11 THRESHOLD REPLACEMENT NEEDED NOT TO EXCEED 3" ELEVATION

Legend

- | | |
|---------------------------|---------------------------------------|
| POB POINT OF BEGINNING | C CART STORAGE |
| POC POINT OF COMMENCEMENT | DP DUMPSTER |
| ORB OFFICIAL RECORD BOOK | CW CONCRETE WALK |
| PG PAGE(S) | CP CART PARKING |
| H HANDICAP PARKING SPACE | UE UTILITY EASEMENT |
| HT HEIGHT | PS PARKING SPACES |
| MAX MAXIMUM | PL PARKING LOW SPEED ELECTRIC VEHICLE |
| MIN MINIMUM | SM SANITARY MANHOLE |
| TYP TYPICAL | SM STORM MANHOLE |
| R/W RIGHT-OF-WAY | SI STORM INLET |
| SF SQUARE FOOT | TS TRAFFIC SIGN |



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Ex. Landscape Area & Paking Runs

Grove Market Shopping Center

West Lake, Florida

Designed: DLR
Drawn: DLR
Approved: GGG/EOM/MTM
Date: July 21, 2021
Job no.: 21-0402
Revisions: 7/28/2021
8/11/2021
09/10/2021
09/22/2021
09/24/2021

Seal

LC 0000111
Sheet Title:

Existing Landscape & Paking Runs

Scale: 1"=40'

Sheet No.

Exhibit 53

21-0402

Landscape

- Non-Compliant (Island Widths)
- Code

Parking Runs

- Non-Compliant (Over 10 Spaces in a Row)

Westlake Code	Non-Conformities Chart Required	Provided
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	60' Parking - Retail Width: 9.5' Depth: 19.0' Module Width: 53'	60' Parking - Retail Width: 9' Depth: 16.5' Module Width: 50.8'
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	90' Parking - Retail Width: 9.0' Depth: 18.5' Aisle Width: 25' Module Width: 62'	90' Parking - Retail Width: 9' + Depth: 18.5/16' with overhang Aisle Width: 25' Module Width: 59.1'
Ordinance No. 2019-7 Article III - Section 4.26 A Interior Planting Areas	1) Parking in a Row - 10 spaces 2) All parking - increased to 15 ft divider median 3) Vehicle overhang - 2.5' 4) terminal island - 8' excluding curb	1) Parking in a Row - increased to (2)11 spaces, (1) 12 space run 2) Vehicle overhang - 1.75' 3) terminal island - 4.8' excluding curb

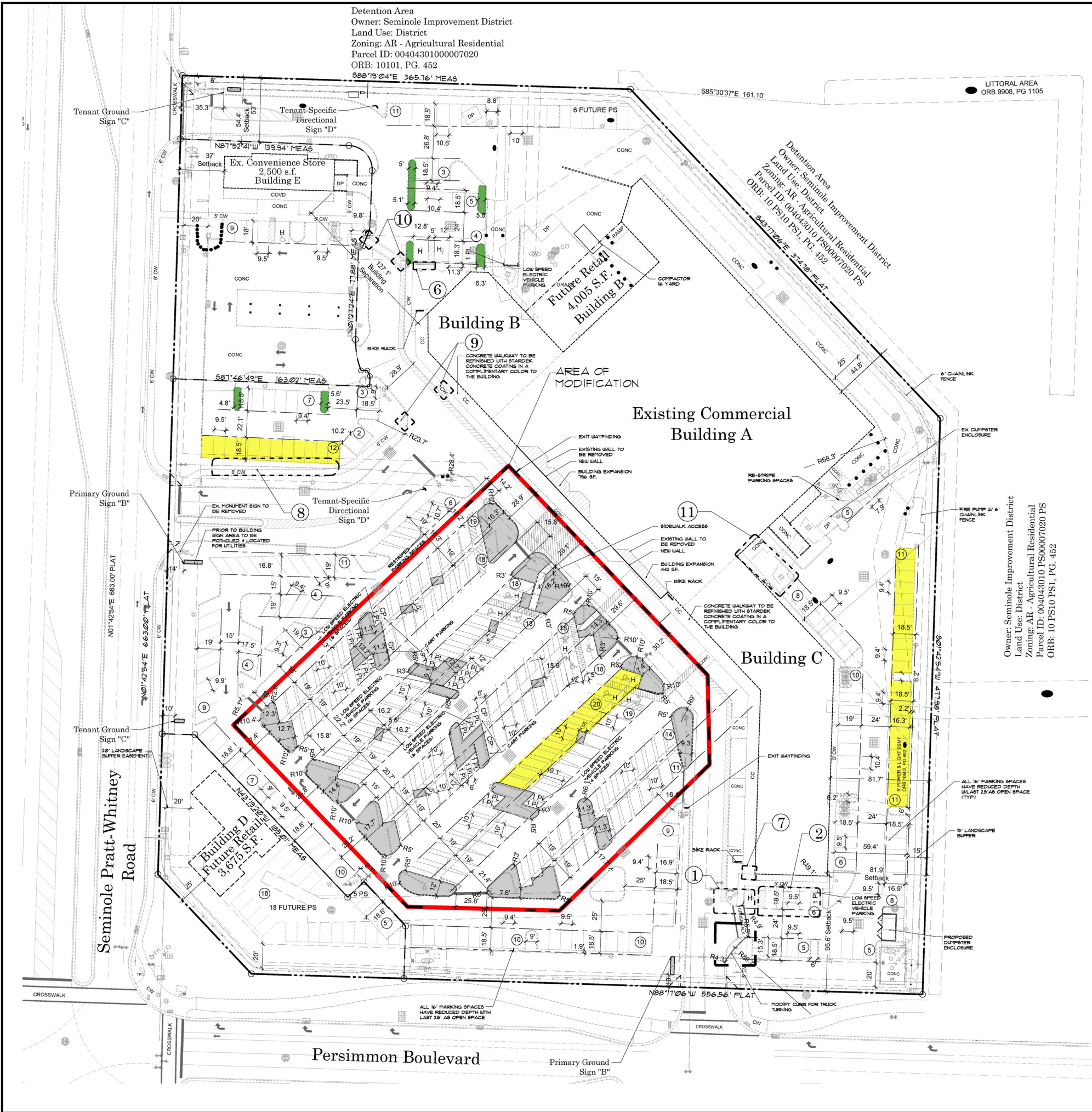
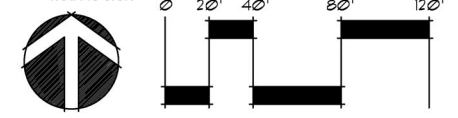
ADA Compliance Key

THE 11 ADA ISSUES IDENTIFIED IN THE 8.19.2016 REPORT FROM OTTEN CONSULTING GROUP, INC. ARE TO BE EXECUTED AS PART OF THIS APPROVAL TO MEET ALL CURRENT STATE AND NATIONAL ADA GUIDELINES

- ① RECONSTRUCTION OF CURB RAMP
- ② RESURFACE AND RESTRIPE REQUIRED
- ③ RESURFACE PARKING AND ACCESS AISLE
- ④ RESURFACE AND RESTRIPE REQUIRED
- ⑤ RESURFACE AND RESTRIPE REQUIRED
- ⑥ RESTRIPE AND ENSURE IT DOES NOT EXCEED THE 2% SLOPE REQUIRED
- ⑦ REPLACE PAVERS NOT TO EXCEED 3" VERTICAL CHANGES
- ⑧ RESURFACE CROSSING SLOPES OF SIDEWALK
- ⑨ RESURFACE SIDEWALK AND REPAIR CURB RAMP
- ⑩ REPAIR PAVERS NOT TO EXCEED 3" ELEVATION
- ⑪ THRESHOLD REPLACEMENT NEEDED NOT TO EXCEED 3" ELEVATION

Legend

- POB POINT OF BEGINNING
- POC POINT OF COMMENCEMENT
- ORB OFFICIAL RECORD BOOK
- PG PAGE(S)
- H HANDICAP PARKING SPACE
- HT HEIGHT
- MAX MAXIMUM
- MIN MINIMUM
- TYP TYPICAL
- R/W RIGHT-OF-WAY
- SF SQUARE FOOT
- C CART STORAGE
- DP DUMPSTER
- CW CONCRETE WALK
- CP CART PARKING
- UE UTILITY EASEMENT
- PS PARKING SPACES
- PL PARKING LOW SPEED ELECTRIC VEHICLE
- SM SANITARY MANHOLE
- SMH STORM MANHOLE
- SI STORM INLET
- TS TRAFFIC SIGN

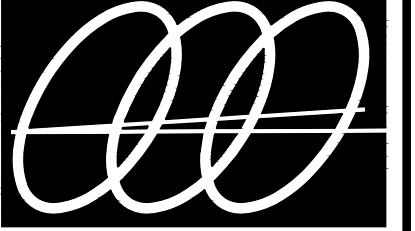


Detention Area
Owner: Seminole Improvement District
Land Use: District
Zoning: AR - Agricultural Residential
Parcel ID: 00404301000007020
ORB: 10101, PG. 452
S88°13'24"E 365.76' MEAS

Detention Area
Owner: Seminole Improvement District
Land Use: District
Zoning: AR - Agricultural Residential
Parcel ID: 004043010 PS00007020 PS
ORB: 10 PS10 PS1, PG. 452
S43°17'26"E 374.78' PLAT

Owner: Seminole Improvement District
Land Use: District
Zoning: AR - Agricultural Residential
Parcel ID: 004043010 PS00007020 PS
ORB: 10 PS10 PS1, PG. 452

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PLOT: 07/21/2021 11:51:11 AM



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Environmental Consultants

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Jupiter, Florida 33458
561-575-9551
561-575-5260 FAX
www.2GHO.com

Overall Landscape Refurbishment Plan
Grove Market Shopping Center
Palm Beach County, Florida

Designed: _____ DLR
Drawn: _____ DLR
Approved: _____ GGG/EOM/AMH
Date: July 12, 2021
Job no. 21-0402
Revisions: 7/28/2021
8/11/2021
09/10/21
09/22/2021
09/24/2021

Seal

LC 0000117

Sheet Title:
**Overall
Landscape
Plan**

Scale: 1" = 40'

Sheet No.

LP-1

21-0402

Existing Trees to Remain

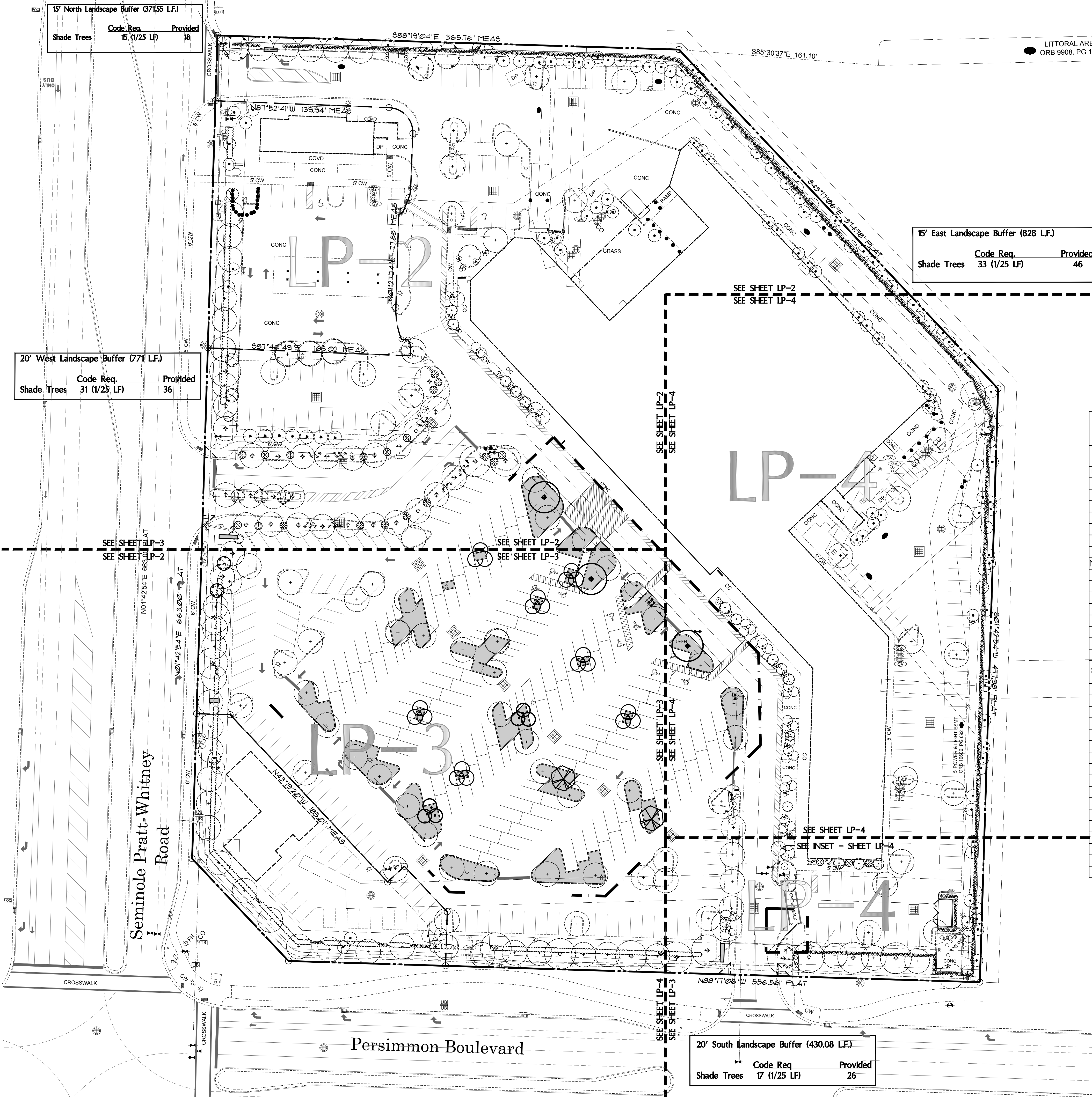
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- QV LIVE OAK
- SP SABAL PALM
- LI GRAPE MYRTLE
- CE GREEN BUTTONWOOD
- LL LIGUSTRUM
- PT2 ALEXANDER PALM
- CO SATIN LEAF

Legend

- CP CART STORAGE
- DP DUMPSTER
- H HANDICAP PARKING SPACE
- PS PARKING SPACES
- PC PARKING COMPACT \ MOTORCYCLE
- POB POINT OF BEGINING
- POC POINT OF COMMENCEMENT
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- SF SQUARE FOOT
- CW CONCRETE WALK
- UE UTILITY EASEMENT
- SANITARY MANHOLE
- STORM MANHOLE
- STORM INLET
- TRAFFIC SIGN

LANDSCAPING REQUIREMENTS

CATEGORY	CODE REQUIREMENT REQD.	EXISTING	PROPOSED
PERIMETER			
WEST PERIMETER (171 L.F.)			
TREES	1 TREE PER 25 L.F.	31	36
SHRUBS	1 PER 2 L.F.	173	CONTINUOUS
SOUTH PERIMETER (430.08 L.F.)			
TREES	1 TREE PER 25 L.F.	17	26
SHRUBS	1 PER 2 L.F.	215	CONTINUOUS
NORTH PERIMETER (371.55 L.F.)			
TREES	1 TREE PER 25 L.F.	15	18
SHRUBS	1 PER 2 L.F.	186	CONTINUOUS
EAST PERIMETER (828 L.F.)			
TREES	1 TREE PER 25 L.F.	33	46
SHRUBS	1 PER 2 L.F.	414	CONTINUOUS
FOUNDATION PLANTINGS			
FRONT (639 L.F.) Minimum Landscape 320'			
AREA	WITHIN 30'	1,600sf	
WIDTH	5' AVERAGE 3' MIN		
TREES	1 TREE PER 20 L.F.	32	32
SHRUBS	1 SHRUB PER 10 sf.	292	MET
REAR (737 L.F.) Minimum Landscape 369'			
AREA	WITHIN 30'	1,845sf	
WIDTH	5' AVERAGE 3' MIN		
TREES	1 TREE PER 20 L.F.	37	37
SHRUBS	1 SHRUB PER 10 sf.	369	MET
SIDES (361 L.F.) Minimum Landscape 180'			
AREA	WITHIN 30'	900sf	
WIDTH	5' AVERAGE 3' MIN		
TREES	1 TREE PER 20 L.F.	18	12
SHRUBS	1 SHRUB PER 10 sf.	201	MET



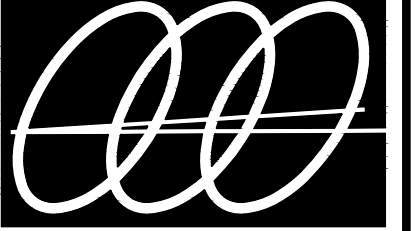
15' North Landscape Buffer (371.55 L.F.)
Shade Trees Code Req. 15 (1/25 LF) Provided 18

15' East Landscape Buffer (828 L.F.)
Shade Trees Code Req. 33 (1/25 LF) Provided 46

20' West Landscape Buffer (771 L.F.)
Shade Trees Code Req. 31 (1/25 LF) Provided 36

20' South Landscape Buffer (430.08 L.F.)
Shade Trees Code Req. 17 (1/25 LF) Provided 26

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561-575-5260 FAX
www.2GHO.com

Landscape Refurbishment Plan
Grove Market Shopping Center
Palm Beach County, Florida

Designed: _____ DLR
Drawn: _____ DLR
Approved: _____ GGG/EOM/AMH
Date: July 12, 2021
Job no.: 21-0402
Revisions: 7/28/2021
8/11/2021
09/10/2021
09/22/2021
09/24/2021

Seal

LC 000117
Sheet Title:
Landscape
Refurbishment
Plan

Scale: 1"=20'

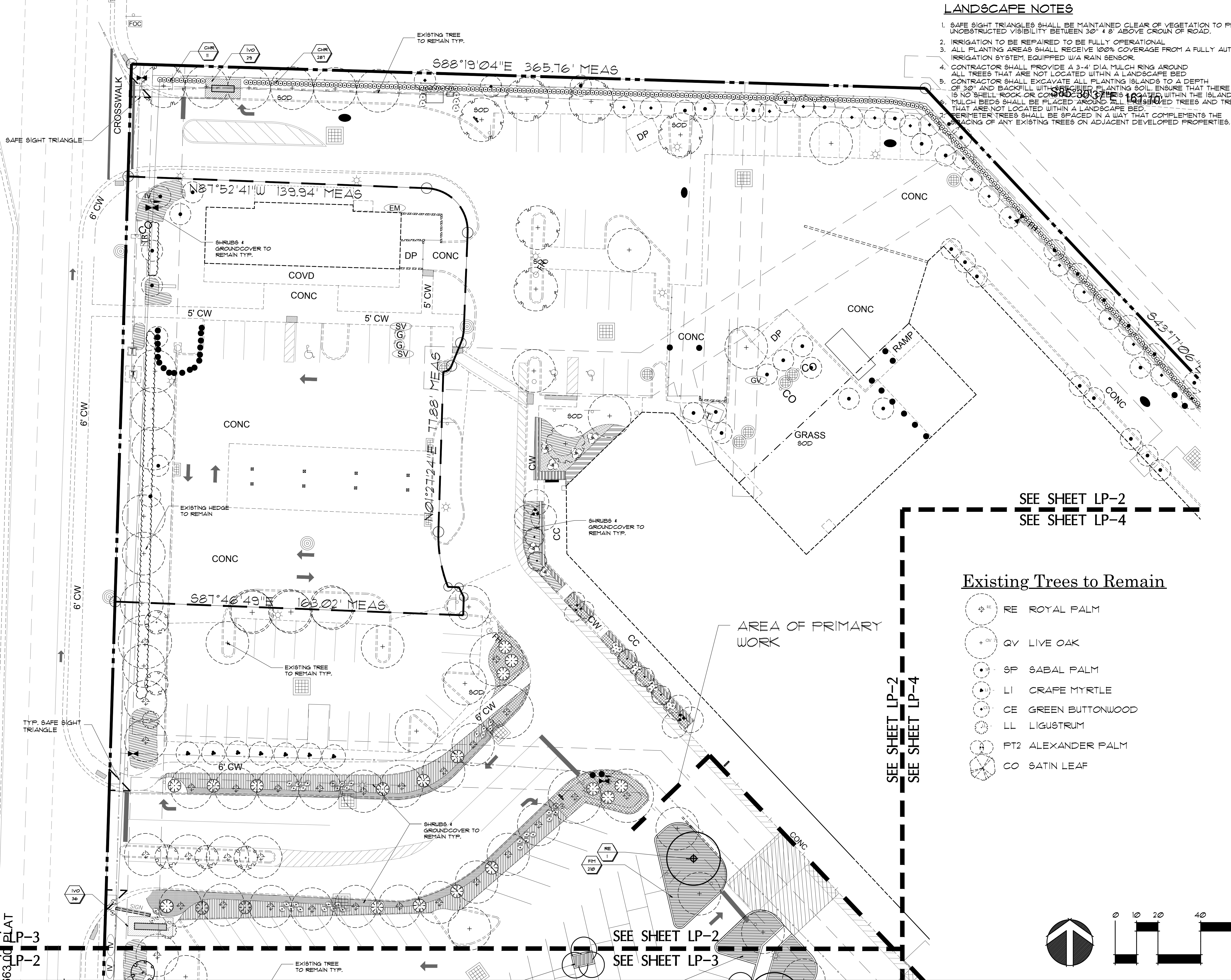
Sheet No.

LP-2

21-0402

LANDSCAPE NOTES

- SAFE SIGHT TRIANGLES SHALL BE MAINTAINED CLEAR OF VEGETATION TO PROVIDE UNOBSTRUCTED VISIBILITY BETWEEN 30" & 8' ABOVE CROWN OF ROAD.
- IRRIGATION TO BE REPAIRED TO BE FULLY OPERATIONAL
- ALL PLANTING AREAS SHALL RECEIVE 100% COVERAGE FROM A FULLY AUTOMATIC IRRIGATION SYSTEM, EQUIPPED W/A RAIN SENSOR.
- CONTRACTOR SHALL PROVIDE A 3-4" DIA. MULCH RING AROUND ALL TREES THAT ARE NOT LOCATED WITHIN A LANDSCAPE BED
- CONTRACTOR SHALL EXCAVATE ALL PLANTING ISLANDS TO A DEPTH OF 30" AND BACKFILL WITH SIFTED PLANTING SOIL. ENSURE THAT THERE IS NO SHELL, ROCK OR CONCRETE DEBRIS LOCATED WITHIN THE ISLANDS.
- MULCH BEDS SHALL BE PLACED AROUND ALL EXISTING TREES AND TREES THAT ARE NOT LOCATED WITHIN A LANDSCAPE BED.
- PERIMETER TREES SHALL BE SPACED IN A WAY THAT COMPLEMENTS THE SPACING OF ANY EXISTING TREES ON ADJACENT DEVELOPED PROPERTIES.



Existing Trees to Remain

- RE ROYAL PALM
- QV LIVE OAK
- SP SABAL PALM
- LI CRAPE MYRTLE
- CE GREEN BUTTWOOD
- LL LIGUSTRUM
- PT2 ALEXANDER PALM
- CO SATIN LEAF

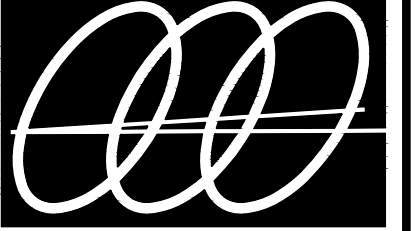
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SEE SHEET LP-3
SEE SHEET LP-2

SEE SHEET LP-2
SEE SHEET LP-3

SEE SHEET LP-2
SEE SHEET LP-4

SEE SHEET LP-2
SEE SHEET LP-4



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www.2GHO.com

Landscape Refurbishment Plan
Grove Market Shopping Center
Palm Beach County, Florida

Designed: _____ DLR
Drawn: _____ DLR
Approved: _____ GGG/EOM/AMH
Date: July 12, 2021
Job no. 21-0403
Revisions: 7/28/2021
8/11/2021
09/10/2021
09/22/2021
09/24/2021

Seal

LC 0000117

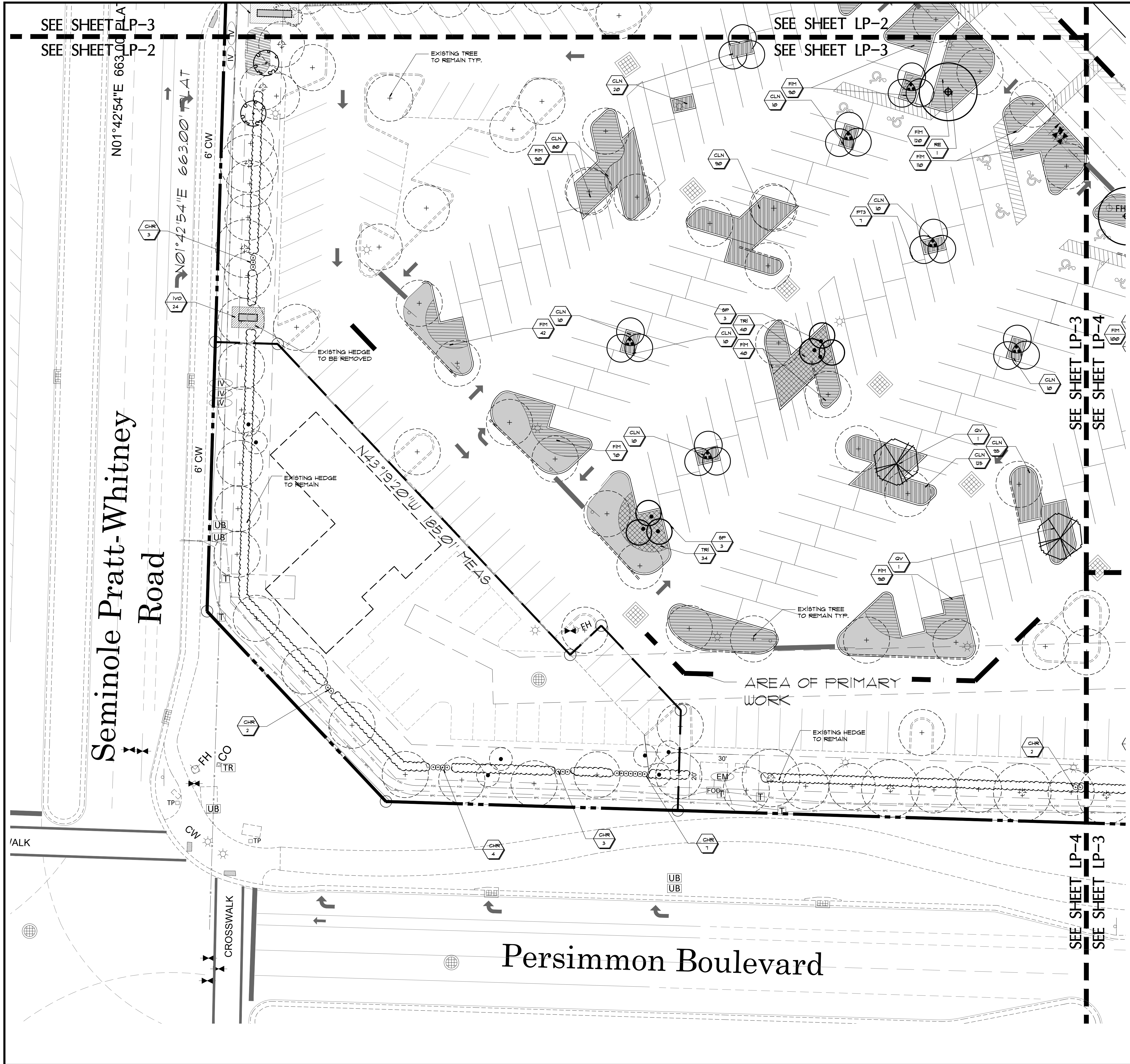
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Landscape
Refurbishment
Plan

Scale: 1"=20'

Sheet No.

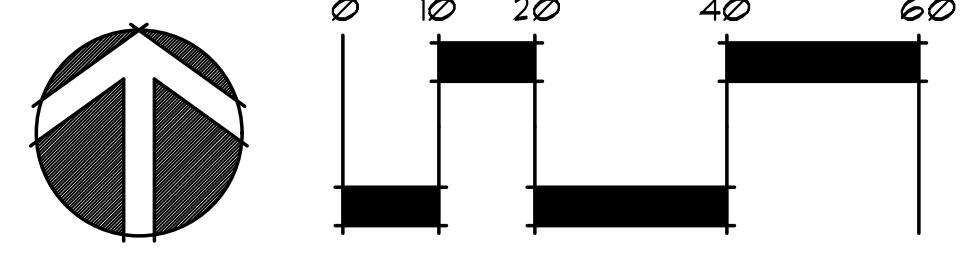
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21-0402

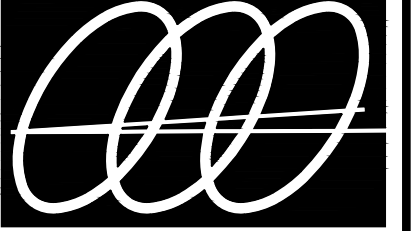


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- CO SATIN LEAF



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Landscape Refurbishment Plan
Grove Market Shopping Center
Palm Beach County, Florida

Designed: _____ DLR
Drawn: _____ DLR
Approved: _____ GGG/EOM/AMH
Date: July 12, 2021
Job no.: 21-0402
Revisions: 7/28/2021
8/11/2021
09/10/2021
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09/24/2021

Seal

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Sheet Title:
Landscape Refurbishment Plan

Scale: 1"=20'

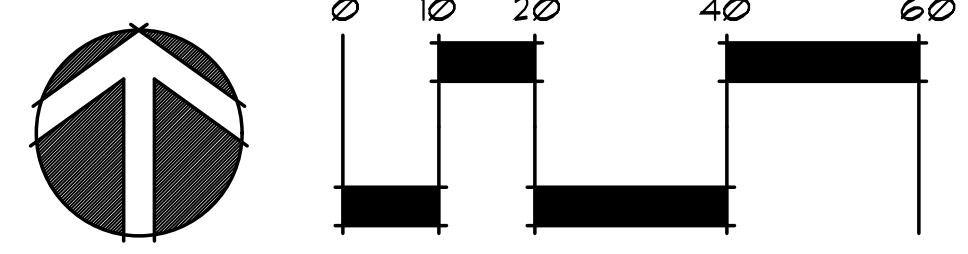
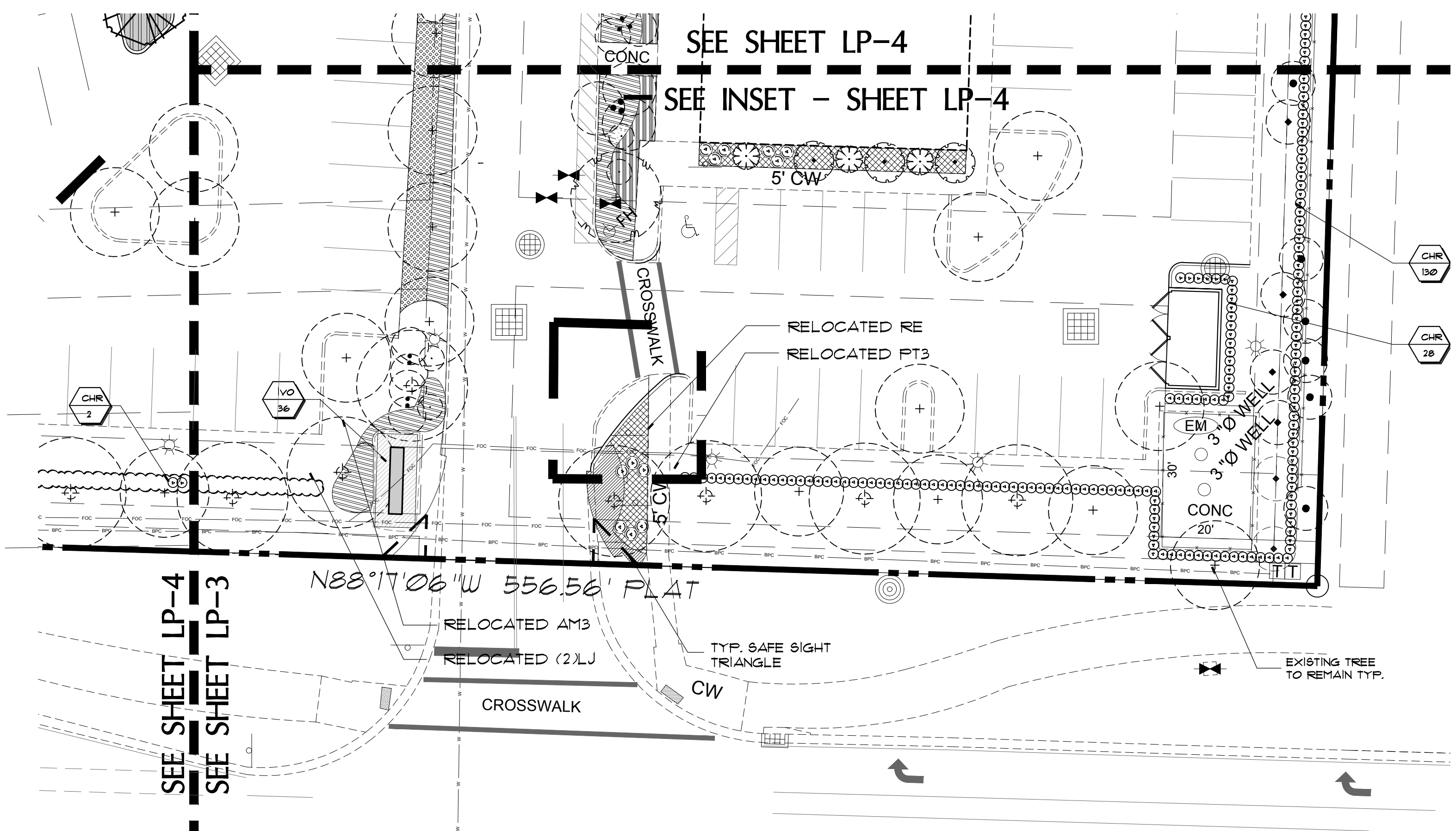
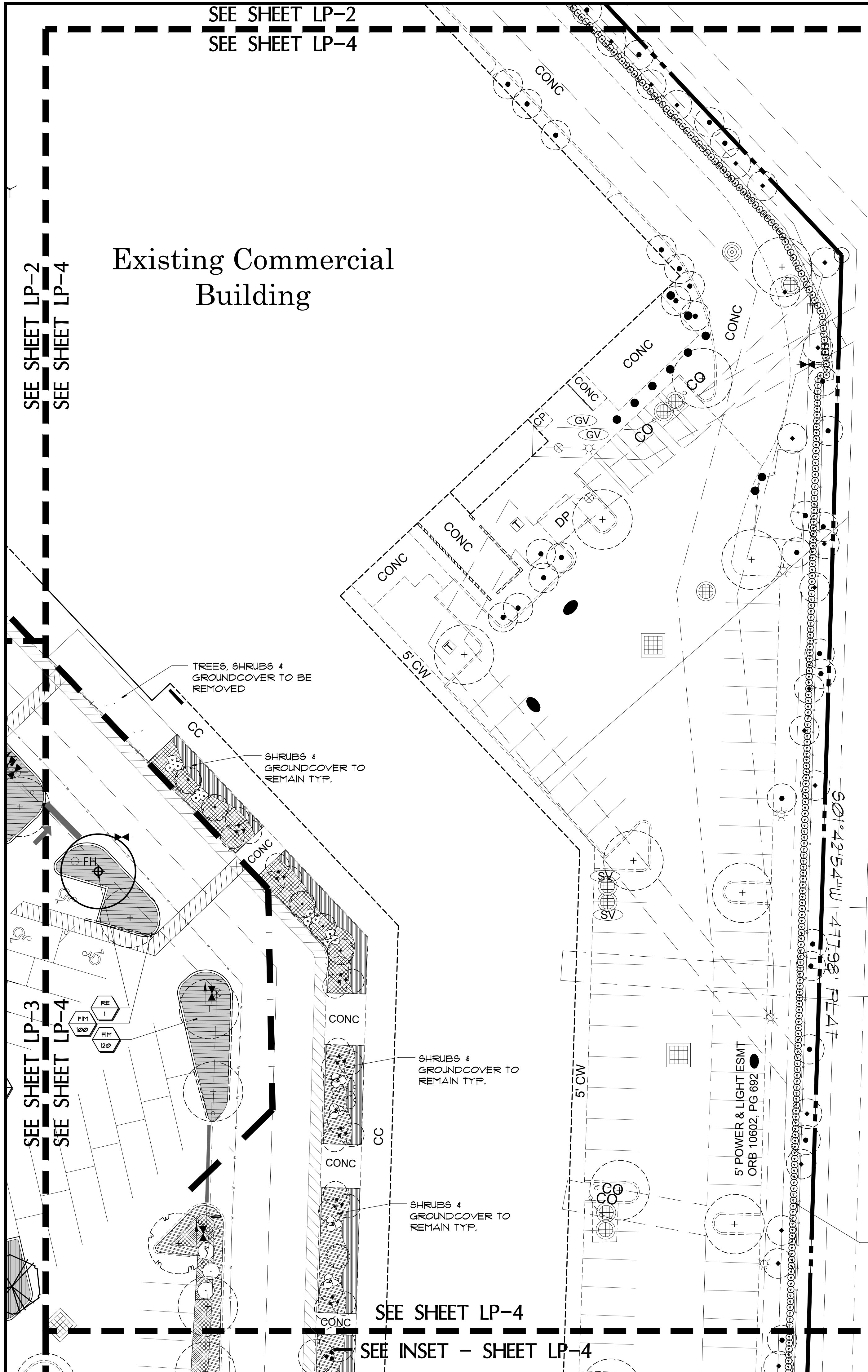
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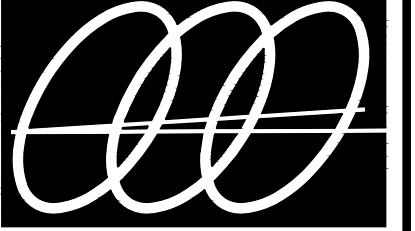
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- LL LIGUSTRUM
- PT2 ALEXANDER PALM
- CO SATIN LEAF



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Tree Disposition Plan Grove Market Shopping Center Palm Beach County, Florida

Designed: DLB
Drawn: DLB
Approved: GGG/EM/AMH
Date: September 22, 2021
Job no.: 21-0402
Revisions: 09/24/21

Scale: 1" = 40'

Sheet Title:
Tree Disposition Plan

Scale: 1" = 40'

Sheet No.
TD-1

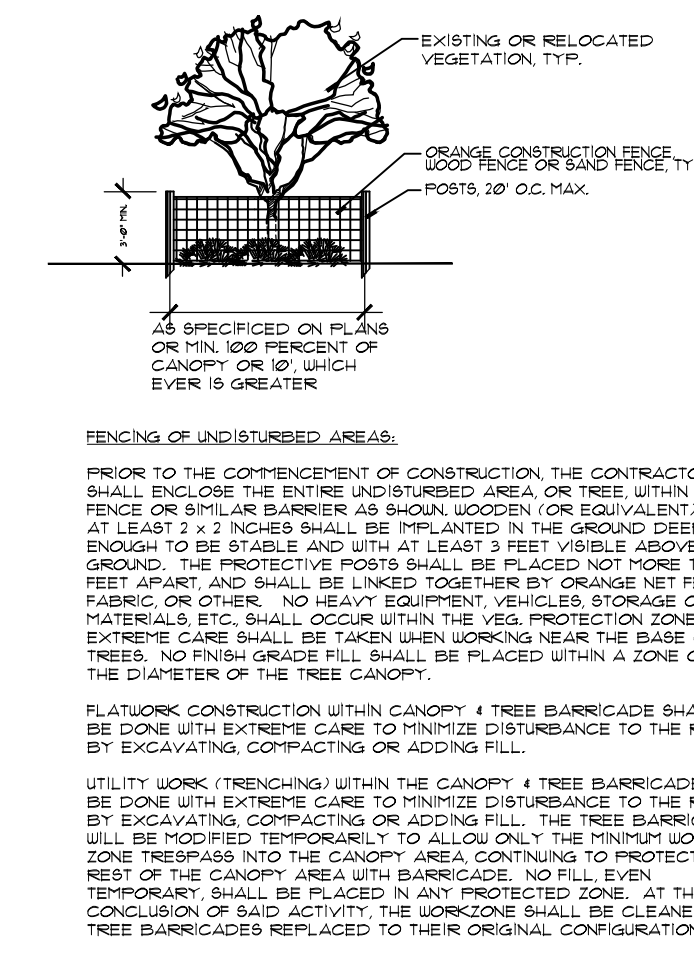
21-0402

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- LL LIGUSTRUM
- PT2 ALEXANDER PALM
- CO SATIN LEAF

- ### TREE LOCATION LEGEND
- ✕ TREE/PALM TO BE REMOVED
 - PALM TO REMAIN
 - ⊕ BUTTWOOD TO REMAIN
 - ⊙ SHADE TREE TO REMAIN
 - ⊛ RELOCATED TREE
- ### Legend
- CP CART STORAGE
 - DP DUMPSTER
 - H HANDICAP PARKING SPACE
 - PS PARKING SPACES
 - PC PARKING COMPACT / MOTORCYCLE
 - POB POINT OF BEGINNING
 - POC POINT OF COMMENCEMENT
 - ORB OFFICIAL RECORD BOOK
 - PG PAGE(S)
 - HT HEIGHT
 - MAX MAXIMUM
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 - R/W RIGHT-OF-WAY
 - SF SQUARE FOOT
 - CW CONCRETE WALK
 - UE UTILITY EASEMENT
 - SM SANITARY MANHOLE
 - SI STORM INLET
 - TS TRAFFIC SIGN
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 - POB POINT OF BEGINNING
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 - SF SQUARE FOOT
 - CW CONCRETE WALK
 - UE UTILITY EASEMENT
 - SM SANITARY MANHOLE
 - SI STORM INLET
 - TS TRAFFIC SIGN

Tree Protection Detail



General Specifications

TREE & VEGETATION REMOVAL:
TREE AND VEGETATION REMOVAL SHALL INCLUDE THE STUMPS AND ROOTS TO THE EXTENT THAT NO ROOT GREATER THAN THREE INCHES IN DIAMETER REMAINS.

TREE RELOCATION WARRANTY:
CONTRACTOR SHALL WARRANT ALL RELOCATED PLANT MATERIALS AT A 100% SURVIVAL RATE FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF SUBSTANTIAL COMPLETION OF THE CONSTRUCTION.

EXISTING TREE TO REMAIN WARRANTY:
THE GENERAL CONTRACTOR SHALL WARRANT ALL EXISTING TO REMAIN TREE AND PLANT MATERIAL CONTAINED WITHIN VEGETATION PROTECTION FENCING AT A 100% SURVIVAL RATE FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF SUBSTANTIAL COMPLETION OF THE CONSTRUCTION.

SUBSTANTIAL COMPLETION AND WALKTHROUGH:
SUBSTANTIAL COMPLETION AND WALKTHROUGH SHALL BE PERFORMED AFTER COMPLETION OF EACH PHASE OF THE LANDSCAPE INSTALLATION/RELOCATION. ANY MATERIAL OR WORK REQUIRING REPLACEMENT OR REPAIR SHALL BE EXECUTED WITHIN 10 WORKING DAYS OF THE SUBSTANTIAL COMPLETION REPORT. WORK ZONE TO SATISFY THE REPORT IS SUBJECT TO THE SAME ONE (1) YEAR MAINTENANCE REQUIREMENT FROM THE DATE OF REINSTALLATION, REPLACEMENT OR REPAIR.

FINAL INSPECTION AND WALKTHROUGH:
A FINAL INSPECTION AND WALKTHROUGH WILL BE PERFORMED NINETY (90) DAYS PRIOR TO THE COMPLETION OF EACH PHASE WARRANTY PERIOD. THE WALKTHROUGH WILL BE PERFORMED BY THE LANDSCAPE ARCHITECT AND/OR OWNERS REPRESENTATIVE(S). ANY DEAD MATERIAL AND/OR NOTED DEFICIENCIES SHALL BE REPLACED OR REPAIRED WITHIN 10 WORKING DAYS OF THE INSPECTION REPORT. ANY PLANT REPLACEMENTS SHALL BE MAINTAINED AS ABOVE NOTED AND ALL STAKING AND GUYS SHALL ALSO BE REMOVED PRIOR TO THE END OF THE WARRANTY PERIOD UNLESS OTHERWISE DIRECTED BY THE LANDSCAPE ARCHITECT.

TREE RELOCATION ROOT PRUNING:
ALL TREES SHALL BE ROOT PRUNED PRIOR TO RELOCATION TO ASSURE SURVIVABILITY. ONE HALF OF THE ROOTBALL OF EACH TREE SHALL BE PRUNED A MINIMUM ON THREE (3) MONTHS PRIOR TO RELOCATION WITH THE REMAINING HALF ROOTBALL TO BE PRUNED A MINIMUM OF TWO (2) MONTHS PRIOR. PRUNING MUST BE SUPERVISED BY A CERTIFIED ARBORIST ON SITE AT ALL TIMES OF SAID ACTIVITY.

TREE RELOCATION LIMB PRUNING:
ALL CABBAGE PALMS TO BE HURRICANE CUT AT TIME OF RELOCATION. ALL TREES TO BE PRUNED AS NEEDED FOR THE HEALTH OF THE TREE AND SAFETY OF THE RELOCATION PROCESS. PRUNING MUST BE SUPERVISED BY A CERTIFIED ARBORIST ON SITE AT ALL TIMES OF SAID ACTIVITY.

TREE RELOCATION WATERING:
THE CONTRACTOR SHALL BE RESPONSIBLE FOR WATERING THE ROOT PRUNED AND RELOCATED TREES TO ASSURE SURVIVABILITY USING PERIODIC AS SELECTED BY THE CONTRACTOR DURING THE WARRANTY PERIOD. ALL OAK TREES SHOULD HAVE BOTH DRIP IRRIGATION ON THE GROUND AND SPRINKLER IRRIGATION APPLIED TO THE CANOPY TO ASSURE SURVIVABILITY.

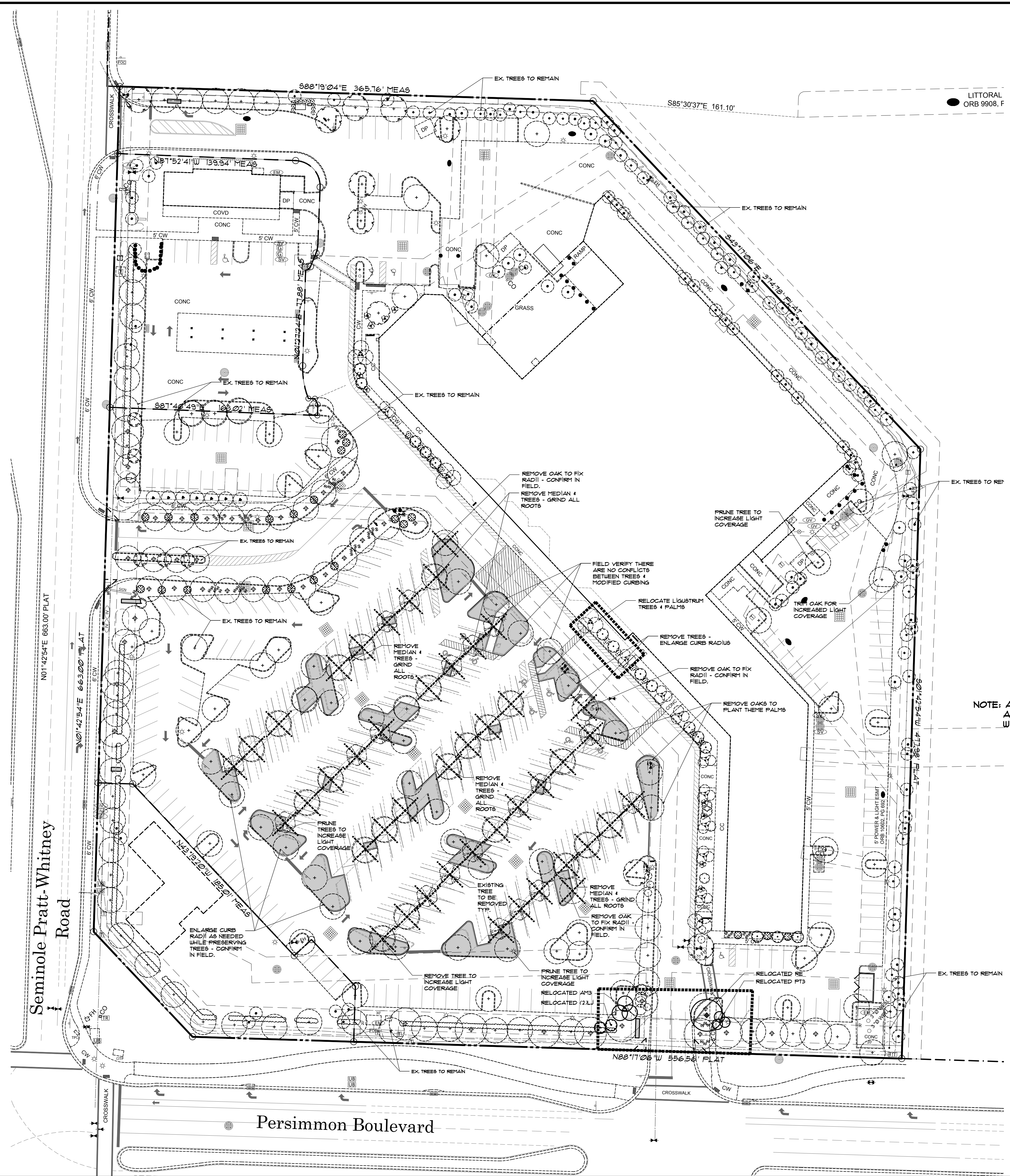
VEGETATION REMOVAL:
THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING ALL EXOTIC INVASIVE VEGETATION AS LISTED PER PALM BEACH COUNTY'S UNIFIED LAND DEVELOPMENT CODE ARTICLE 14.

NOTE: ALL EXISTING TREES TO REMAIN TO BE PRUNED BY A CERTIFIED ARBORIST UNDER DIRECTION OF THE LANDSCAPE ARCHITECT WITH SPECIAL CONSIDERATION OF TREES BY LIGHT POLES.

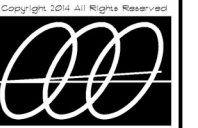
Tree Disposition Chart

TREES SPECIES	QTY.	DBH	LOCATION	DISPOSITION	CONDITION	REASON
MAHOGANY SWITENIA MAHAGONI	22	6-14"	PARKING LOT MEDIAN	REMOVE	30-40% CONDITION RATING SR, LP, PC, CPA	REMOVAL OF MEDIAN TO EXPAND DEPTH OF PARKING IMPROVE SITE LIGHTING
LIVE OAK QUERCUS VIRGINIANA	1	6-10"	LANDSCAPE ISLAND	REMOVE	30-50% CONDITION RATING LP, PC, CPA, LT	RECONFIGURED ISLAND TOO NARROW SPACE
SATIN LEAF CHRYSOPHYLLUM OLIVIFORME	19	2-3"	LANDSCAPE ISLAND	REMOVE	50-60% CONDITION RATING LP, CPA	IMPROVE SITE LIGHTING CURB RADII IMPROVEMENTS
CHRISTMAS PALM ADONIDIA MERRILLI	1	AM3	TERMINAL ISLAND	RELOCATE	80-90%	REMOVAL OF MEDIAN TO EXPAND DEPTH OF PARKING
MACARTHUR PALM PITYCHOSPERMA MACARTHORI	1	PM3	LANDSCAPE ISLAND	RELOCATE	80-90%	PRINCIPAL USER REQUEST
TREE LIGUSTRUM LIGUSTRUM JAPONICA	2	LJ	LANDSCAPE ISLAND	RELOCATE	90%	PRINCIPAL USER REQUEST
ROYAL PALM ROYSTONIA ELATA	1	RE	TERMINAL ISLAND	RELOCATE	90%	PRINCIPAL USER REQUEST

NOTES: SR= SURFACE ROOTS, LP= LIFTING PAVEMENT, PC= POOR CANOPY, CPA= CONSTRAINED PLANTING AREA, LT= LEANING



FILE: N:\GROVE MARKET - 21-0402\DRAWINGS\CURRENT\21-0402 DESIGN BASE REDESIGN.LDWG
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Green Space Modifications Exhibit

Grove Market Shopping Center

West Lake, Florida

Designed: DLR
 Drawn: DLR
 Approved: GGG/EOM/MTM
 Date: July 21, 2021
 Job no.: 21-0402
 Revisions: 7/28/2021
 8/11/2021
 09/10/2021
 09/22/2021
 09/24/2021

Seal

LC 000111

Green Space Modifications

Scale: 1"=40'

Sheet No.

Exhibit 60

21-0402

Green Space Modifications

- Removal of Green Space
- Addition of Green Space

Westlake Code	Non-Conformities Chart Required	Provided
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	60' Parking - Retail Width: 9.5' Depth: 19.0' Module Width: 53'	60' Parking - Retail Width: 9' Depth: 16.5' Module Width: 50.8'
Ordinance No. 2019-10 Off-Street Parking Table 8-1 Min. Dimensions	90' Parking - Retail Width: 9.0' Depth: 18.5' Aisle Width: 25' Module Width: 62'	90' Parking - Retail Width: 9 + Depth: 18.5/16' with overhang Aisle Width: 25' Module Width: 59.1'
Ordinance No. 2019-7 Interior Planting Areas	1) Parking in a Row - 10 spaces 2) parking - increased to 15 if divider median 3) Vehicle overhang - 2.5' 4) terminal island - 8' excluding curb	1) Parking in a Row - increased to (2)11 spaces, (1) 12 space run 2) Vehicle overhang - 1.75' 3) terminal island - 4.8' excluding curb

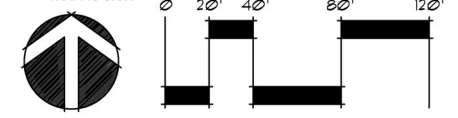
ADA Compliance Key

THE 11 ADA ISSUES IDENTIFIED IN THE 8.19.2016 REPORT FROM OTTEN CONSULTING GROUP, INC. ARE TO BE EXECUTED AS PART OF THIS APPROVAL TO MEET ALL CURRENT STATE AND NATIONAL ADA GUIDELINES

- 1 RECONSTRUCTION OF CURB RAMP
- 2 RESURFACE AND RESTRIPE REQUIRED
- 3 RESURFACE PARKING AND ACCESS AISLE
- 4 RESURFACE AND RESTRIPE REQUIRED
- 5 RESURFACE AND RESTRIPE REQUIRED
- 6 RESTRIPE AND ENSURE IT DOES NOT EXCEED THE 2% SLOPE REQUIRED
- 7 REPLACE PAVERS NOT TO EXCEED 3" VERTICAL CHANGES
- 8 RESURFACE CROSSING SLOPES OF SIDEWALK
- 9 RESURFACE SIDEWALK AND REPAIR CURB RAMP
- 10 REPAIR PAVERS NOT TO EXCEED 3" ELEVATION
- 11 THRESHOLD REPLACEMENT NEEDED NOT TO EXCEED 3" ELEVATION

Legend

- | | | | |
|-----|------------------------|-----|------------------------------------|
| POB | POINT OF BEGINNING | C | CART STORAGE |
| POC | POINT OF COMMENCEMENT | DP | DUMPSTER |
| ORB | OFFICIAL RECORD BOOK | CW | CONCRETE WALK |
| PG | PAGE(S) | CP | CART PARKING |
| H | HANDICAP PARKING SPACE | UE | UTILITY EASEMENT |
| HT | HEIGHT | PS | PARKING SPACES |
| MAX | MAXIMUM | PL | PARKING LOW SPEED ELECTRIC VEHICLE |
| MIN | MINIMUM | SM | SANITARY MANHOLE |
| TYP | TYPICAL | SMH | STORM MANHOLE |
| R/W | RIGHT-OF-WAY | SI | STORM INLET |
| SF | SQUARE FOOT | TS | TRAFFIC SIGN |



Detention Area
 Owner: Seminole Improvement District
 Land Use: District
 Zoning: AR - Agricultural Residential
 Parcel ID: 00404301000007020
 ORB: 10101, PG. 452
 S88°13'24"E 365.76' MEAS

Detention Area
 Owner: Seminole Improvement District
 Land Use: District
 Zoning: AR - Agricultural Residential
 Parcel ID: 004043010 PS00007020 PS
 ORB: 10 PS10 PS1, PG. 452
 S43°17'26"E 374.78' PLAT

Owner: Seminole Improvement District
 Land Use: District
 Zoning: AR - Agricultural Residential
 Parcel ID: 004043010 PS00007020 PS
 ORB: 10 PS10 PS1, PG. 452

FILE: N:\GROVE MARKET - 21-0402\DRAWINGS\CURRENT\21-0402 DESIGN BASE REDESIGN_L1.DWG
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File Attachments for Item:

A. FIRST READING - Chapter 24, Art in Public Places

Submitted By: Planning & Zoning

ORDINANCE 2021-08

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING CHAPTER 24 OF THE CITY'S CODE OF ORDINANCES ENTITLED "ART IN PUBLIC PLACES"; PROVIDING FOR DEFINITIONS; PROVIDING FOR EXEMPTION FOR RESIDENTIAL DEVELOPMENT AND TEMPORARY STRUCTURES; PROVIDING FOR THE APPOINTMENT BY CITY COUNCIL TO THE PUBLIC PLACES ADVISORY BOARD; PROVIDING FOR THE REPAIR OR REPLACEMENT FOR DAMAGED OR DESTROYED ARTWORK; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.



Meeting Agenda Item Coversheet

MEETING DATE:		10/11/21	Submitted By: Planning and Zoning	
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		First Reading, Chapter 24, Art in Public Places		
STAFF RECOMMENDATION: (MOTION READY)		Recommendation for Approval		
SUMMARY and/or JUSTIFICATION:		<p>It is the intention of the Art in Public Places Program to promote public art to enhance the economic development of this new community, establish the City's identity as a place where public art thrives, and promote the beauty and interest of spaces visible to the public in both private and public development projects.</p> <p>The purpose of this Program is to establish a formal requirement for the funding, acquisition, placement, and maintenance of artwork within the City of Westlake. This requirement and the policies and procedures that implement it, are referred to as the City of Westlake Art in Public Places Program.</p>		
SELECT, if applicable	AGREEMENT:		BUDGET:	
	STAFF REPORT:		PROCLAMATION:	
	EXHIBIT(S):		OTHER:	X
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>	Ordinance 2021-08			
SELECT, if applicable	RESOLUTION:		ORDINANCE:	X
IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(if Item is <u>not</u> a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank)</i> <u>Please keep text indented.</u>	<p>AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING CHAPTER 24 OF THE CITY'S CODE OF ORDINANCES ENTITLED "ART IN PUBLIC PLACES"; PROVIDING FOR DEFINITIONS; PROVIDING FOR EXEMPTION FOR RESIDENTIAL DEVELOPMENT AND TEMPORARY STRUCTURES; PROVIDING FOR THE APPOINTMENT BY CITY COUNCIL TO THE PUBLIC PLACES ADVISORY BOARD; PROVIDING FOR THE REPAIR OR REPLACEMENT FOR DAMAGED OR DESTROYED ARTWORK; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.</p>			
FISCAL IMPACT (if any):				\$

ORDINANCE NO. 2021-08

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING CHAPTER 24 OF THE CITY’S CODE OF ORDINANCES ENTITLED “ART IN PUBLIC PLACES”; PROVIDING FOR DEFINITIONS; PROVIDING FOR EXEMPTION FOR RESIDENTIAL DEVELOPMENT AND TEMPORARY STRUCTURES; PROVIDING FOR THE APPOINTMENT BY CITY COUNCIL TO THE PUBLIC PLACES ADVISORY BOARD; PROVIDING FOR THE REPAIR OR REPLACEMENT FOR DAMAGED OR DESTROYED ARTWORK; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Westlake deems it in the best interest of the residents of Westlake to provide for the funding, acquisition, placement and maintenance of artwork to be located within the City of Westlake; and

WHEREAS, the City of Westlake Art in Public Places Program is hereby established to provide for specificity and to identify specific exemptions; and

WHEREAS, the appointments to the Art in Public Places Advisory Board shall require at least four (4) years of experience related to the arts and shall serve at the pleasure of the City Council.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY FOR THE CITY OF WESTLAKE, FLORIDA, as follows:

SECTION 1. Recitals. The foregoing recitals are confirmed, adopted and incorporated herein and made a part hereof by this reference.

SECTION 2. The City Council hereby establishes Chapter 24 entitled “Art in Public Places” as follows:

CHAPTER 24: ART IN PUBLIC PLACES

Article 24.1 Definitions. The following words, terms, and phrases, when used in this Chapter, shall have the meanings described herein except where the context clearly indicates a different meaning

Art or Artwork means all tangible creations by artists exhibiting the highest quality of skill and aesthetic principles, and includes all forms of the visual arts conceived in any medium, material, or combination thereof, including, but not limited to, painting, sculpture, fountains, engraving, carving, frescos, mobiles, murals, collages, mosaics, bas-reliefs, tapestries, photographs, drawings, artist-designed seating, iconic or placemaking architecture, or other functional art

pieces and collaborative design projects between architects and/or landscape architects and artists, together with all hard costs and soft costs such as, but not limited to, design, engineering, permitting, artistic fees, lighting, landscaping, or other aesthetic effects or enhancements integrated with the art and approved by the City Planner. The city council shall not consider for approval art objects which are mass-produced in unlimited quantities.

Ineligible artwork. The following shall not be considered artwork:

- a. Art objects which are mass produced or of standard manufacture, such as playground equipment, fountains, statuary elements, signage, maps, corporate logos or other functional elements, unless incorporated into an artwork by an artist commissioned for that purpose.
- b. Reproductions, by mechanical or other means, of original artwork, except in the cases of limited editions controlled by the artist, cast sculpture, film, video, photography, printmaking, or other media arts.
- c. Commercial expression, including design elements related to the visual identity of a developer or occupant of a building such as a logo, trademark iconography, color scheme or theme, even if created by an artist.
- d. Services or utilities necessary to operate and maintain an artwork over time.

Development means any project to construct, redevelop or remodel any private or public real property, except for residential property and/or the residential components of a mixed use project, or any portion thereof within the limits of the city.

Artist means an individual recognized by art critics and peers as a professional practitioner in the visual arts as judged by the practitioner's body of work, educational background, experience, public commissions, exhibition record, publications, receipt of honors and awards, and training in the arts. The term "artist" includes local artists.

Mixed Use Projects means projects that contain a mix of residential and non-residential uses.

Non-residential Development Projects means all non-residential development, redevelopment, or renovation projects.

Public Construction Project means new construction or any remodel project with building construction costs that exceed one million dollars (\$1,000,000) to the extent paid for wholly or in part by the City of Westlake, regardless of the source of the monies, for any public buildings, public decorative structures, freestanding parking facilities and parks, or that portion of a Public-Private Joint Venture Project determined by the City to be a public portion of the project. Notwithstanding the foregoing, Public Construction projects do not include utility, drainage, potable water, wastewater, reuse water, or roadway work, or work performed by or on behalf of the Seminole improvement District.

Private Construction Project means any construction or renovation project to the extent not paid wholly or in part by the City or any other governmental agency, of one million dollars (\$1,000,000) or more, excluding residential development. Private Construction Project includes the private portion of any Public-Private Joint Venture Project.

Public-Private Joint-Venture Project means a project where construction or renovation project undertaken by a private entity that occurs on City-owned land, or where the City is a party to a

public-private joint venture agreement on City-owned land. To the extent that a Public-Private Joint Venture can be divided in private and public portions, the public portions shall be considered a Public Construction Project and the private portions shall be considered a Private Construction Project, the percentage of each to be determined by the City.

Building Construction Cost means the total cost associated with the construction or renovation of a building, as determined by the Building Official issuing a building permit for construction or renovation of the building. This includes all buildings on the project site, except for site infrastructure, temporary buildings or structures, and parking garages. The building construction costs include labor, structural materials, plumbing, electrical, mechanical, infrastructure, design, permitting, architecture, engineering, lighting, signage, and site work associated with the building's construction or renovation.

Article 24.2 Art in Public Places Program

Section 1) Purpose. It is the purpose of the City of Westlake to establish a formal requirement for the funding, acquisition, placement, and maintenance of artwork within the City of Westlake. This requirement and the policies and procedures that implement it are referred to as the City of Westlake Art in Public Places Program. It is the intention of this program to promote public art to enhance the economic development of this new community, establish the City's identity as a place where public art thrives, and promote the beauty and interest of spaces visible to the public in both private and public development projects.

Section 2) Applicability. This ordinance shall apply to Public Construction Projects and Private Construction Projects.

(A) Non-Residential Development. All non-residential development projects with building construction costs of one million dollars (\$1,000,000.00) as determined by the City's Building Official or more shall be subject to the requirements of the Art in Public Places program, in accordance with the provisions of this Ordinance.

(B) Residential Development Exempt. Residential projects are exempt from the City of Westlake Art in Public Places Program and shall not be required to pay a fee or provide artwork in lieu of the fee.

(C) Mixed Use Projects. For mixed use projects, the portion of the mixed use project that is non-residential development shall be subject to the requirements of the Art in Public Places Program in the same manner as other non-residential development if the building construction costs of the non-residential development portion are one million dollars (\$1,000,000.00) or more. The portion of the mixed use project that is residential shall be exempt from the requirements of the Art in Public Places Program.

(D) Temporary Structures Exempt. The Art in Public Places Program shall not apply to temporary structures used for temporary uses as that term is defined in Chapter 1.

Section 3) Art Acquisition Fund. The City of Westlake Art Acquisition Fund is hereby established. It will be funded through Art in Public Places Fees for Public and Private construction projects, cash grants, voluntary donations to the City for public art projects from governmental or private resources, and all other funds allocated by the City through the budgetary process for the provision of public art. These funds will be interest bearing and revolving and may only be used for the purposes of this program.

Section 4) Art in Public Places Program Requirements. Non-residential development projects with building construction costs of one million dollars (\$1,000,000.00) or more must either contribute one percent (1%) of the building construction costs of the project as a fee to the Art Acquisition Fund, or provide artwork that has an appraised value equal to three quarters of a percent (0.75%) of the building construction costs of the project and incorporate such artwork into the non-residential development project.

- (A) If the project is built in phases, then the fee shall be calculated for each phase.
- (B) Applicants are encouraged to provide artwork rather than contribute to the Art Acquisition Fund.
- (C) If the applicant intends to provide the artwork, the location of the artwork shall be shown on the site plan.
- (D) The fee shall be due prior to issuance of the first building permit for the project.

Section 5) Enforcement.

- (A) The requirements of the Art in Public Places Program shall be listed as a Condition of Approval in the Development Order approving applicable development projects.
- (B) The Code Enforcement Division shall be responsible for enforcing Development Orders and Conditions of Approval.

Section 6) Art in Public Places Advisory Board. The Art in Public Places Advisory Board is hereby established to promote greater public participation in, and access to, arts and culture in the City.

(A) Composition. The Art in Public Places Advisory Board shall be appointed by the City Council and be composed of five (5) board members and two (2) alternate board members, and one (1) non-voting high school student, who shall be appointed by the City Council.

- (1) No less than four board members shall have a demonstrated knowledge of the arts, such as at least four years of experience related to the arts or an educational degree related to the arts, and possess competence in the evaluation of art, art history, art education, architecture, sculpture, painting and other appropriate media, urban design, or a related field.
- (2) Board members shall either live or work in the City.
- (3) Each board member shall serve without compensation and at the pleasure of the City Council.
- (4) No board member may be the artist, provide the artwork, consulting services or have any interest in any artwork to be reviewed by the Art in Public Places Advisory Board, whether proposed by a private developer or the by the City.

(B) Artwork Review and Recommendation. If the applicant proposes provide artwork rather than contribute to the Art Acquisition Fund, the Art in Public Places Advisory Board shall review the artwork, and recommend to the City Council the approval, denial, or approval with conditions of the selection and location of the artwork according to the standards of this Ordinance.. The City Council will render a decision on the artwork after receiving a recommendation from the Art in Public Places Advisory Board. .

(C) Criteria for the Review of Artwork. In making its recommendation to the City Council, the Art in Public Places Advisory Board shall consider the quality of the artwork; the exhibition and experience of the artist; the artist's works in public collections and previous public art purchases or commissions; the ability of the artist to complete the project within a specified schedule; and the compliance with the standards of this Chapter.

- (D) **Guidelines.** The Art in Public Places Advisory Board may adopt art in public places guidelines to assist both the public and private sector to implement art planning activities.
- (E) **Review by Staff.** City staff shall review the applications and make recommendations to the Art in Public Places Advisory Board and to the City Council.

Section 7) Standards for the Artwork.

- (A) **Display.** Artwork shall be displayed in a visually accessible location, which shall be suitable to the design of the site, in order for the public to receive the most enjoyment and benefit from the art.
 - (1) All artwork funded from the art acquisition fund shall be displayed on or in government-owned or leased land, a government-owned or leased building, or on privately-owned property with an easement in favor of the City permitting such display.
- (B) **Integration.** Artwork attached to a building structure shall be integrated into the overall planning and design for a structure or project and shall be compatible with the intent and purpose of the structure at which the work or works are located. Artwork displayed outdoors shall be integrated into the overall landscaping plan, and landscaping shall be utilized to enhance the visibility of such works.
- (C) **Lighting.** Artwork shall be lighted at a minimum from dusk until midnight. The lighting shall be designed and located in order to prevent excessive lighting, energy waste, glare, light trespass, and sky glow, and shall conform to all lighting requirements in Chapter 5 of these LDRS.
- (D) **Removal.** Artwork installed pursuant to this Article cannot be altered or removed from the site without prior approval of the City Council.
- (E) **Maintenance.** Artwork shall be maintained in good condition at all times, including any associated landscaping or related improvements. The City shall be responsible for maintaining artwork acquired through the Art in Public Places Fund or in or on government owned, leased, or easement property. The developer or landowner shall be required to maintain any artwork provided by the applicant and physically integrated into the non-residential development project. Artwork damaged or destroyed shall be repaired or replaced by the entity responsible for maintenance of the artwork.
- (F) **Compliance with building, zoning, and fire codes.** The City's and State Building Codes and Property Development Regulations shall apply to art installations. Building Permits shall be obtained, when necessary, and shall be in compliance with the Florida Building Code, the National Electric Code, Palm Beach County Fire Safety regulations, and plans previously approved by City Council.

SECTION 4. Codification. It is the intention of the City Council of the City of Westlake that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City of Westlake, Florida, and that the Sections of this Ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article" or such other word or phrase in order to accomplish such intention.

SECTION 5. Conflicts. All ordinances or parts of ordinances, resolutions or parts of resolutions which are in conflict herewith, are hereby repealed to the extent of such conflict.

SECTION 6. Severability. Should the provisions of this ordinance be declared to be severable and if any section, sentence, clause or phrase of this ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this ordinance but they shall remain in effect, it being the legislative intent that this ordinance shall remain notwithstanding the invalidity of any part.

SECTION 7. Effective Date. This ordinance shall be effective upon adoption on second reading.

PASSED this ____ day of _____, 2021, on first reading.

PUBLISHED on this ____ day of _____, 2021 in the Palm Beach Post.

PASSED AND ADOPTED this ____ day of _____, 2021, on second reading.

City of Westlake
Roger Manning, Mayor

ATTEST:

Zoie Burgess, City Clerk

APPROVED AS TO LEGAL FORM:

OFFICE OF THE CITY ATTORNEY

File Attachments for Item:

B. SECOND READING: Ordinance 2021-07 - Solid Waste and Recyclable Receptacles, Collection, and Storage Areas Minimum Requirements (First Reading September 13, 2021)

Submitted By: Planning & Zoning

ORDINANCE 2021-07

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, ESTABLISHING MINIMUM REQUIREMENTS FOR SOLID WASTE AND RECYCLABLE RECEPTACLE COLLECTION AND STORAGE AREAS, WHICH SHALL BECOME PART OF THE CODE OF ORDINANCES ENTITLED "SOLID WASTE AND RECYCLABLE RECEPTACLES, COLLECTION, AND STORAGE AREAS"; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

1st Reading September 13, 2021

2nd Reading October 11, 2021

ORDINANCE 2021-07

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, ESTABLISHING MINIMUM REQUIREMENTS FOR SOLID WASTE AND RECYCLABLE RECEPTACLE COLLECTION AND STORAGE AREAS, WHICH SHALL BECOME PART OF THE CODE OF ORDINANCES ENTITLED “SOLID WASTE AND RECYCLABLE RECEPTACLES, COLLECTION, AND STORAGE AREAS”; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Westlake believes regulations governing solid waste and recyclable receptacle, collection, and storage and will promote public health, safety and welfare; and

WHEREAS, on January 8, 2018, the City Council of the City of Westlake enacted Ordinance 2017-7 “Solid Waste Collection” to provide for a mandatory solid waste collection program, and that the City would provide for the collection of solid waste, bulk waste, vegetative waste and recyclable materials from all residential dwelling units in the City; and,

WHEREAS, Ordinance 2017-7 “Solid Waste Collection”, was amended by Ordinance 2021-02 on July 12, 2021, to include definitions and other matters that provide for the intent of the City to enter into a services contract for solid waste and recycling services, as well as the levy of a special assessment to collect the costs of providing such services;

WHEREAS, the City of Westlake deems it in the best interest of the City to amend its existing code of ordinances by adding new provisions for minimum requirements regarding solid waste and recyclable receptacle collection and storage areas; and

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are confirmed, adopted and incorporated herein and made a part hereof by this reference.

Section 2. Code Reference. The City Council hereby adds to the Code of Ordinances for the City of Westlake by incorporating provisions entitled “Solid Waste and Recyclable Receptacle, Collection, and Storage Areas Minimum Requirements,” as specifically set forth herein.

CODING: Words in ~~strike through~~ type are deletions from existing law;
 Words in underlined type are additions.

Solid Waste and Recyclable Receptacles, Collection, and Storage Areas

MINIMUM REQUIREMENTS

Section 1: Collection and Storage Areas:

1. Applicability. Temporary dumpsters, such as those that are placed on job sites during construction activity, are not subject to the provisions of this Chapter. These provisions shall not apply to litter containers provided for the convenience of pedestrians.
2. Single Family Dwelling Units. For single-family dwelling units, accessory dwelling units, and mobile homes, all solid waste and recyclable receptacles, used for the storage and disposal of trash, garbage or recyclables, shall be stored in a location screened from public rights-of-way and from public streets and shall not be placed or stored beyond the front plane of the residential primary structure except put out to the curb for collection. Receptacles may not be put out for collection sooner the night before collection day.
3. All Other Collection and Storage Areas. For all uses except single family dwelling units, accessory dwelling units, and mobile homes, solid waste and recyclable material collection and storage areas (including dumpsters) shall be allowed on-site and are subject to the following standards:
 - (a) General standards. Collection and storage facilities shall be in accordance with any requirements of the City, the Solid Waste Authority, and the City's franchise solid waste and recycling service provider.
 - (b) Access. Access to collection and storage areas shall be designed to be reasonably accessible and require minimal turning and backing movements for sanitation pickup and removal vehicles.
 - (c) Location. All solid waste/recycling collection and storage areas shall be located on the property serviced. Multifamily recyclable material collection and storage areas shall be located within the building containing the multifamily dwelling units, within an accessory building such as a parking structure, or within or adjacent to the disposable material dumpster area used by the residents. Non-residential collection and storage areas shall be located on the same lot as the principal structure or main use. Collection and storage areas shall not be in any setback, or located within required parking spaces, nor shall they be located within the right-of-way of a street or alley.
 - (d) Maintenance. All collection and storage areas shall be maintained in good appearance, kept neat, clean, and free from debris, residue, and foul odor on a daily basis. SEE PROPERTY MAINTENANCE PROVISIONS Chapter 22 Property Maintenance.
 - (e) Setback. The minimum setback for recyclable material collection and storage areas that are located on the exterior of buildings shall be twenty-five (25)

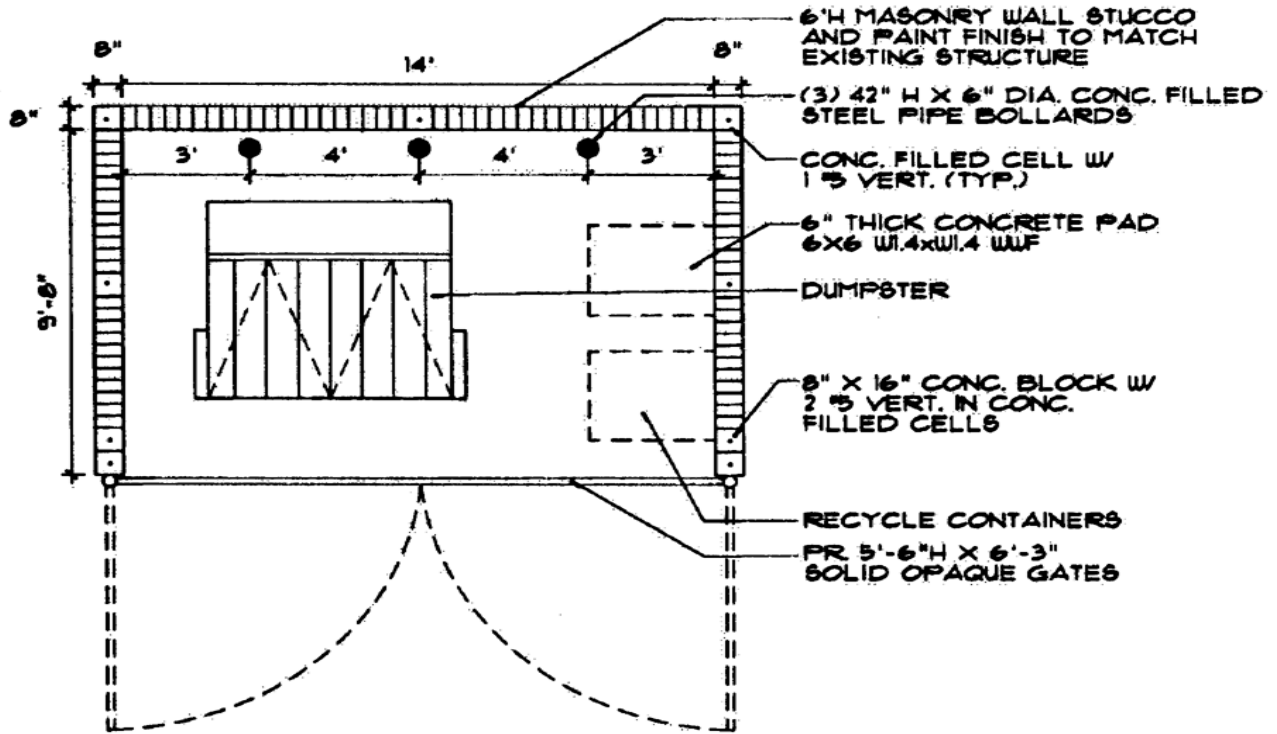
CODING: Words in ~~strike through~~ type are deletions from existing law;
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feet from the nearest residence and twenty-five (25) feet from the nearest entrance to a non-residential use.

- (f) **Screening.** Screening shall be as required in Chapter 4 – Landscape and Buffer Code of these Land Development Regulations. The City Manager may grant exceptions to these requirements for ninety-gallon or smaller recycling containers.
- (g) **Security.** Doors on solid waste and recyclable material collection and storage areas must be kept closed at all times except when the area is being serviced. The doors must be kept in good repair.
- (h) **Sizing.** The required collection and storage areas or structures shall be sized to properly handle the volume of materials anticipated to be generated by all users of the storage area combined.
- (i) **Alternative compliance.** Applicants shall be entitled to demonstrate that collection and storage space needs can be effectively met through an alternative plan. An alternative plan shall be consistent with the requirements of the Solid Waste Authority of Palm Beach County (SWA), and, if approved by the City, shall be substituted for standards of this section.
- (j) **Retrofitting of existing non-residential developments.** The retrofitting of existing non-residential developments to comply with the standards of this section is permitted at a ratio of one parking space for each recycling material storage and collection area, not to exceed ten (10) percent of the total parking spaces.
- (k) **Dumpster Enclosure Dimensions.** All dumpsters must be located or installed on a hard impermeable surface of adequate size to fully accommodate the dumpster, as indicated in the typical layout provided as Figure A. All enclosures shall be permitted and meet the appropriate building code requirements.

Figure A: TYPICAL Dimensional Specifications

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3. Compactors. Multi-family and non-residential developments may utilize compactors as a substitute for dumpsters or curbside pickup to dispose of non-recyclable material. Screening shall be as required in Chapter 4 – Landscape and Buffer Code of these Land Development Regulations.

4. Curbside pickup. The City Manager or his or her designee, may approve, during the development review process, curbside pickup in lieu of dumpsters or compactors for individually owned multi-family developments and small non-residential developments provided that such developments:

- a. utilize permitted receptacles;
- b. do not generate more solid waste than is allowed per collection service agreement requirements; and
- c. do not generate more than 90 gallons of solid waste per week or per scheduled pick up day.

SECTION 3. Codification. It is the intention of the City Council of the City of Westlake that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City of Westlake, Florida, and that the Sections of this Ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article" or such other word or phrase in order to accomplish such intention.

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Words in underlined type are additions.

SECTION 4. Conflicts. All ordinances or parts of ordinances, resolutions or parts of resolutions which are in conflict herewith, are hereby repealed to the extent of such conflict.

SECTION 5. Severability. Should the provisions of this ordinance be declared to be severable and if any section, sentence, clause or phrase of this ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this ordinance but they shall remain in effect, it being the legislative intent that this ordinance shall remain notwithstanding the invalidity of any part.

SECTION 6. Effective Date. This ordinance shall be effective upon adoption on second reading.

PASSED this ____ day of _____, 2021, on first reading.

PUBLISHED on this ____ day of _____, 2021 in the Palm Beach Post.

PASSED AND ADOPTED this ____ day of _____, 2021, on second reading.

City of Westlake
Roger Manning, Mayor

ATTEST:

Zoie Burgess, City Clerk

APPROVED AS TO LEGAL FORM AND SUFFICIENCY:

OFFICE OF THE CITY ATTORNEY

CODING: Words in ~~strike through~~ type are deletions from existing law;
Words in underlined type are additions.

File Attachments for Item:

B. Consideration and action on annual engagement letter for auditing services with Berger, Toombs, Elam, Gaines, & Frank for the year ending September 30, 2021.

Submitted By: City Clerk's Office



Meeting Agenda Item Coversheet

MEETING DATE:		October 11, 2021	Submitted By: City Clerk's Office	
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		Consideration and action on annual engagement letter for auditing services with Berger, Toombs, Elam, Gaines, & Frank for the year ending September 30, 2021.		
STAFF RECOMMENDATION: (MOTION READY)		Motion to approve engagement for auditing services with Berger, Toombs, Elam, Gaines, & Frank for the year ending September 30, 2021; and authorize City Manager to execute.		
SUMMARY and/or JUSTIFICATION:	Annual engagement of services to audit the financial statements for the City of Westlake, which are comprised of governmental activities and each major fund as of, and for the year ended September 30, 2021.			
	Fees for the services are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of engagement and shall not exceed \$5,250.00, which means unchanged, as in previous years.			
SELECT, if applicable	AGREEMENT:		BUDGET:	
	STAFF REPORT:		PROCLAMATION:	
	EXHIBIT(S):		OTHER:	
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>				
SELECT, if applicable	RESOLUTION:		ORDINANCE:	
IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(if Item is <u>not</u> a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank)</i> <u>Please keep text indented.</u>				
FISCAL IMPACT (if any):	Not to Exceed		\$ 5,250	



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

September 7, 2021

City of Westlake
Inframark Infrastructure Management Services
210 North University Drive, Suite 702
Coral Springs, FL 33071

The Objective and Scope of the Audit of the Financial Statements

You have requested that we audit the financial statements of City of Westlake, which comprise governmental activities and each major fund as of and for the year ended September 30, 2021, which collectively comprise the basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the year ending September 30, 2021.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users made on the basis of these financial statements. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

The Responsibilities of the Auditor

We will conduct our audit in accordance with (GAAS). Those standards require that we comply with applicable ethical requirements. As part of an audit in accordance with GAAS, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Fort Pierce / Stuart

City of Westlake
September 7, 2021
Page 2

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for the reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

We will maintain our independence in accordance with the standards of the American Institute of Certified public Accountants.

City of Westlake
September 7, 2021
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The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Management is responsible for:

1. Identifying and ensuring that the District complies with the laws and regulations applicable to its activities, and for informing us about all known violations of such laws or regulations, other than those that are clearly inconsequential;
2. The design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements; and
3. Informing us of its knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, analysts, regulators, short sellers, vendors, customers or others.

The Board is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud or suspected fraud affecting the entity.

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not conclude on subsequent events earlier than the date of the management representation letter referred to below;
2. For the design, implementation and maintenance of internal control relevant to the preparations of fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
3. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including information relevant to disclosures;
 - b. Draft financial statements, including information relevant to their preparation and fair presentation, when needed to allowed for the completion of the audit in accordance with the proposed timeline;

City of Westlake
September 7, 2021
Page 4

- c. Additional information that we may request from management for the purpose of the audit; and
- d. Unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this arrangement letter; and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Reporting

We will issue a written report upon completion of our audit of City of Westlake's financial statements. Our report will be addressed to the Board of City of Westlake. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

Records and Assistance

During the course of our engagement, we may accumulate records containing data that should be reflected in the City of Westlake books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with an Inframark accountant. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

Other Relevant Information

In accordance with Government Auditing Standards, a copy of our most recent peer review report has been provided to you, for your information.

Either party may unilaterally terminate this agreement, with or without cause, upon sixty (60) days written notice subject to the condition that the District will pay all invoices for services rendered prior to the date of termination.

City of Westlake
September 7, 2021
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Fees, Costs and Access to Workpapers

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of this engagement. Billings are due upon submission. Our fee for the services described in this letter for the year ending September 30, 2021 will not exceed \$5,250, unless the scope of the engagement is changed, the assistance which City of Westlake has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment.

In the event we are requested or authorized by City of Westlake or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for City of Westlake, City of Westlake will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The audit documentation for this engagement is the property of Berger, Toombs, Elam, Gaines, & Frank and constitutes confidential information. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency.

Access to requested documentation will be provided under the supervision of Berger, Toombs, Elam, Gaines, & Frank audit personnel and at a location designated by our Firm.

City of Westlake
September 7, 2021
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Information Security – Miscellaneous Terms

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of City of Westlake's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. City of Westlake agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of City of Westlake's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Because Berger, Toombs, Elam, Gaines & Frank will rely on City of Westlake and its management and Board of Supervisors to discharge the foregoing responsibilities, City of Westlake holds harmless and releases Berger, Toombs, Elam, Gaines & Frank, its partners, and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a known misrepresentation by a member of City of Westlake's management, which has caused, in any respect, Berger, Toombs, Elam, Gaines & Frank's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

This letter constitutes the complete and exclusive statement of agreement between Berger, Toombs, Elam, Gaines, & Frank and City of Westlake, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.

City of Westlake
September 7, 2021
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Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

Sincerely,

*Berger Toombs Elam
Gaines + Frank*

BERGER, TOOMBS, ELAM, GAINES & FRANK
J. W. Gaines, CPA

Confirmed on behalf of the addressee:

Report on the Firm's System of Quality Control

To the Partners

October 30, 2019

Berger, Toombs, Elam, Gaines & Frank, CPAs, PL
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, (the firm), in effect for the year ended May 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PL has received a peer review rating of *pass*.

Baggett, Reutimann & Associates, CPAs PA
BAGGETT, REUTIMANN & ASSOCIATES, CPAS, PA
Signed Electronically by Judson B. Baggett, CPA, CVA, Partner, U.S. 18161 email jbb@baggett.com

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN BERGER, TOOMBS,
ELAM, GAINES AND FRANK AND CITY OF WESTLAKE
(DATED SEPTEMBER 7, 2021)**

Public Records. Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

**INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES
210 NORTH UNIVERSITY DRIVE, SUITE 702
CORAL SPRINGS, FL 33071
TELEPHONE: 954-603-0033
EMAIL: _____**

Auditor: J.W. Gaines

District: City of Westlake

By: _____



By: _____

Title: Director

Title: _____

Date: September 7, 2021

Date: _____

File Attachments for Item:

C. Memorandum of Understanding with Inframark

Submitted By: City Manager



Meeting Agenda Item Coversheet

MEETING DATE:		Submitted By: City Manager	
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		Memorandum of Understanding with Inframark	
STAFF RECOMMENDATION: (MOTION READY)		Motion to approve the memorandum of understanding with Inframark	
SUMMARY and/or JUSTIFICATION:		The memorandum of understanding is for additional administrative personnel to be added in the Clerks office and to also assist the City Manager. The funds for the position were budgeted in the 2022 budget. It was anticipated this position would not be needed until later in the year, however, it is necessary to add the individual immediately.	
SELECT, if applicable	AGREEMENT:		BUDGET:
	STAFF REPORT:		PROCLAMATION:
	EXHIBIT(S):		OTHER:
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>	Memorandum of Understanding		
SELECT, if applicable	RESOLUTION:		ORDINANCE:
IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(if Item is not a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank) Please keep text indented.</i>	<p style="text-align: center;"><Enter Short Resolution/Ordinance Title Here></p> <p style="text-align: center;"><ENTER FULL RESOLUTION/ORDINANCE TITLE HERE></p>		
FISCAL IMPACT (if any):	From General Government line item		\$69,743

**MEMORANDUM OF UNDERSTANDING BETWEEN INFRAMARK LLC
AND CITY OF WESTLAKE FOR ADDITIONAL PERSONNEL**

September 27, 2021

The Memorandum of Understanding (hereafter referred to as MOU) is being entered into by and among Inframark LLC (herein after referred to as “Manager”) and the City of Westlake (herein after referred as “City”) (collectively, the parties) by mutual consent.

STATEMENT OF FACTS

1. The Manager and CITY are currently in contract where the Manager provides management and administrative services via its personnel.
2. The compensation and service levels have been adjusted in the past my MOU as approved by the City Council in addition to the annual budget process outlined within the contract.
3. With the CITY’s increasing growth, the maintaining of appropriate service levels necessitate additional management personnel to be added at this time.
4. Manager shall provide an additional dedicated person to assist in the daily operational management of the City. The addition of an administrative assistant for additional support to the City Clerk’s office and the City Manager’s office.
5. The additional compensation to the manager for the additional administrative position shall be \$69,743 annually. Going forward this position shall be accounted for adjusted within the annual budget process. There are no additional ancillary fees for this position.
6. All other provisions of the general contract remain in force and are acknowledged by the parties.

Inframark LLC

City of Westlake

By: _____

By: _____

Chris Tarase, Vice President

Roger Manning, Mayor

File Attachments for Item:

D. 2021 Florida City Government Week - October 18 - 24

Submitted By: City Clerk's Office

RESOLUTION 2021-32

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA,
RECOGNIZING FLORIDA CITY GOVERNMENT WEEK, OCTOBER 18 TO 24, 2021 AND
ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND
CORRESPONDING ACTIVITIES; AND PROVIDING FOR AN EFFECTIVE DATE.**



Meeting Agenda Item Coversheet

MEETING DATE:		September 24, 2021	Submitted By: Administration	
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		2021 Florida City Government Week - October 18 - 24		
STAFF RECOMMENDATION: (MOTION READY)		Motion to Approve Resolution 2021-34		
SUMMARY and/or JUSTIFICATION:		<p>Cities across the state will celebrate, showcase and engage citizens in the work of municipal government for Florida City Government Week, held annually in October. Florida City Government Week is a time for municipalities to provide and foster civic education, collaboration, volunteerism and more. All cities are encouraged to participate, by the Florida League of Cities and have been provided resources to further bring awareness to city government's role in enhancing the quality of life in communities.</p>		
SELECT, if applicable	AGREEMENT:		BUDGET:	
	STAFF REPORT:		PROCLAMATION:	
	EXHIBIT(S):		OTHER:	
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>				
SELECT, if applicable	RESOLUTION:		ORDINANCE:	
IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(if Item is <u>not</u> a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank)</i> <u>Please keep text indented.</u>		<p style="text-align: center;">RESOLUTION 2021-32</p> <p style="text-align: center;">A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, RECOGNIZING FLORIDA CITY GOVERNMENT WEEK, OCTOBER 18 TO 24, 2021 AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES; AND PROVIDING FOR AN EFFECTIVE DATE.</p>		
FISCAL IMPACT (if any):			\$	

RESOLUTION 2021-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, RECOGNIZING FLORIDA CITY GOVERNMENT WEEK, OCTOBER 18 TO 24, 2021 AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, city government is the government closest to most citizens and the one with the most direct daily impact upon its residents; and

WHEREAS, municipal government provides services and programs that enhance the quality of life for residents, making their city their home; and

WHEREAS, city government is administered for and by its citizens and is dependent upon public commitment to and understanding of its many responsibilities; and

WHEREAS, city government officials and employees share the responsibility to pass along the understanding of public services and their benefits; and

WHEREAS, Florida City Government Week offers an important opportunity for elected officials and city staff to spread the word to all citizens of Florida that they can shape and influence this branch of government; and

WHEREAS, the Florida League of Cities and its member cities have joined together to teach citizens about municipal government through a variety of activities.

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

SECTION 1. The foregoing "WHEREAS" clause is true and correct and hereby ratified and confirmed by the City Council.

SECTION 2. That the City of Westlake encourages all citizens, city government officials and employees to participate in events that recognize and celebrate Florida City Government Week.

SECTION 3. That the City of Westlake encourages educational partnerships between city government and schools, as well as civic groups and other organizations.

SECTION 4. That the City of Westlake supports and encourages all Florida city governments to actively promote and sponsor Florida City Government Week.

SECTION 5. That this resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by City Council for the City of Westlake, on this 11th day of October, 2021.

Roger Manning, Mayor
City of Westlake

Zoie Burgess, City Clerk

Approved as to Form and Sufficiency
Interim Legal Counsel