



Town of Westlake

1500 Solana Blvd
Building 7, Suite 7100
Westlake, TX 76262



Town Council/Board of Trustees Agenda

Monday, March 4, 2024

4:00 PM

Council Chamber

SPECIAL CALLED MEETING

The Town Council of the Town of Westlake serves as the governing Board for Westlake Academy. This agenda may contain both municipal and Westlake Academy items, which will be clearly identified. In an effort of transparency, this meeting will be viewable to the public via Live Stream and also available for viewing after the meeting. In an effort of meeting efficiency, any residents wishing to speak on action items must submit a speaker request form to the Town Secretary prior to the start of the meeting. (Speaker request forms are available online)

A. CALL TO ORDER (4:00 P.M.)

B. PLEDGE OF ALLEGIANCE

C. CEREMONIAL ITEMS:

- C.1. [24-040](#)** Presentation of a Proclamation to the Rotary Club (Jon Sasser, Director of Communications)
- C.2. [24-043](#)** Presentation of a Proclamation to Keller City Manager Mark Hafner in honor of his upcoming retirement (Mayor Sean Kilbride)
- C.3. [24-055](#)** Presentation of a proclamation recognizing the Westlake Academy Athletics Club (WAAC) for fifteen years of service (Mayor Kilbride)
- C.4. [24-057](#)** Presentation of a Proclamation recognizing the HOC (House of Commons) for their services (Mayor Kilbride)

D. CITIZEN/PARENT COMMENTS:

This is an opportunity for citizens to address the Town Council or Board of Trustees on any matter, whether or not it is posted on the agenda. Any residents wishing to speak on action items must submit a speaker request form to the Town Secretary. (Best practice is to submit the speaker form prior to the start of the meeting.) If your questions are satisfied, you may choose not to speak. Individual citizen comments are normally limited to three (3) minutes with a maximum of (15) minutes on the same topic item; however, time limits can be adjusted by the presiding officer. The presiding officer may ask the citizen to hold their comment on an

agenda item if the item is posted as a Public Hearing. The Town Council and Board of Trustees cannot by law take action nor have any discussion or deliberations on any presentation made at this time concerning an item not listed on the agenda. The Town Council and Board of Trustees will receive the information, ask staff to review the matter, or an item may be noticed on a future agenda for deliberation or action.

E. ITEMS OF COMMUNITY INTEREST:

Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the Town Council may report on the following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming Town Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety

F. REPORTS:

Reports are prepared for informational purposes and will be accepted as presented. (There will be no presentations associated with the report items.) There will be no separate discussion unless a Town Council Member requests that report be removed and considered separately.

- F.1. [23-298](#)** Receive a Quarterly Report on Planning and Development Activity (Ron Ruthven, Director of Planning and Development)

G. CONSENT AGENDA:

All items listed below are considered routine by the Town Council and/or Board of Trustees and will be enacted with one motion. There will be no separate discussion of items unless a Council/Board Member or citizen so requests, in which event the item will be removed from the general order of business and considered in its normal sequence.

- G.1. [24-035](#)** Consider approving Town Council Board of Trustees Meeting Minutes from the following meeting(s): February 5, 2024 (Regular Meeting); and take appropriate action (Amy Piukana, Town Secretary)
- G.2. [RES 24-14](#)** Consider approving Resolution 24-14 authorizing payment to Robert Half & Associates for personnel services; and take appropriate action (Cayce Lay Lamas, Director of Finance)
- G.3. [24-050](#)** Consider ratifying expenditure of FY24 budgeted funds in the amount of \$21,588 to ITPartners+ for Datto backup, storage, and disaster recovery services for Westlake Academy and the Municipality for 1 year (January 1, 2024 through December 31, 2024); and take appropriate action (Jason Power, Director of Information Technology)
- G.4. [WA RES 24-09](#)** Consider approving WA Resolution 24-09 approving a budget amendment for changes to compensation plan for special education position(s); and take appropriate action (Carolyn Anderson, Director of Finance)

- G.5. [RES 24-18](#)** Consider approving Resolution 24-18 awarding bid to Pond Medics for installation of a New Fountain, Panel and new Pump to fill top pond from lower pond in Glenwyck Park; and take appropriate action (Kyle Flanagan, Deputy Director of Public Works)
- G.6. [RES 24-21](#)** Consider approving Resolution 24-21 amending the Organizational Chart; and take appropriate action (Mayor Kilbride)
- G.7. [RES 24-22](#)** Consider approving Resolution 24-22 authorizing Staff to submit applications to the State and Local Cybersecurity Grant Program (SLCGP); and take appropriate action (Jason Power, IT Director)
- G.8. [24-052](#)** Consider authorizing the Town Manager to negotiate and execute an amendment to an Economic Development agreement with Granada Residential Community for Park Maintenance and other agreements as necessary; and take appropriate action (Sean Kilbride, Mayor)
- G.9. [24-051](#)** Consider authorizing the Head of School to negotiate and execute an agreement for up to two years for an Athletic Director at Westlake Academy; and take appropriate action (Sean Kilbride, Mayor)
- G.10. [24-054](#)** Consider creating an Economic Development Sub Committee made up of the Mayor Kilbride and Council Member Tim Shiner; and take appropriate action (Mayor Kilbride)
- G.11. [WA RES 24-11](#)** Consider approving WA Resolution 24-11 adopting the Westlake Academy 2024-2025 Academic Calendar; and take appropriate action (Carolyn Anderson, Interim Head of School)

H. PUBLIC HEARING:

- H.1. [ORD-987](#)** Conduct a public hearing and consider approving Ordinance 987 adopting an amendment to Ordinance 315, Article Two, Section One - Land Use Schedule, allowing the listed use of "Commercial Amusement (Inside)" as a permitted use within the "Retail" and "Mixed-Use" sub-areas, as described and depicted in Ordinance 315; and take appropriate action (Ron Ruthven, Director Planning)
- H.2. [ORD-988](#)** Conduct a public hearing and consider approving Ordinance 988 adopting a PD Site Plan of an approximately 5.5-acre portion of Planned Development District 3, Planning Area 9 (PD3-9), established by Ordinance 315. The PD Site Plan is for "Pin Stack" to be located along Parish Lane west of State Highway 170; and take appropriate action (Ron Ruthven, Director of Planning)
- H.3. [RES 24-19](#)** Conduct a public hearing and consider approval of Resolution 24-19 approving a preliminary site evaluation for the Circle T North Commercial development, containing 51.32 acres, located north of Parish Lane and west State Highway 170; and take appropriate action (Ron Ruthven,

Director of Development)

- H.4. [RES 24-20](#) Conduct a public hearing and consider approval of Resolution 24-20 approving a final plat for Lot 1, Block 1, Circle T North Commercial Addition, located north of Parish Lane and west State Highway 170

I. REGULAR AGENDA ITEM(S)

- I.1. [24-033](#) Consider a request for proposal for Water Storage Tank Cleaning and Inspections; and take appropriate action (Kyle Flanagan, Deputy Director Public Works)
- I.2. [24-036](#) Discussion regarding Cell Town Coverage (Wade Carroll)
- I.3. [24-016](#) Receive a presentation on a completed salary survey for the Town of Westlake and consider making the recommended mid-year adjustments to the pay scale, salaries, and the budget as presented; and take appropriate action (Wade Carroll, Town Manager/Sandy Garza, Director of Human Resources)

J. CLOSED EXECUTIVE SESSION

- J.1. [24-034](#) The Town Council will conduct a closed session pursuant to Texas Government Code, annotated, Chapter 551, Subchapter D for the following:
(a)Section 551.076 Deliberation regarding WA Security Audit Report (Carol Anderson, Interim Head of School)

K. TAKE ANY ACTION, IF NEEDED, FROM EXECUTIVE SESSION ITEMS

L. COUNCIL RECAP/STAFF DIRECTION

M. FUTURE AGENDA ITEMS:

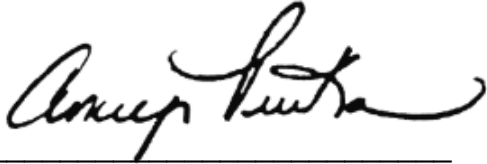
These items have been discussed by Town Council and scheduled to be placed on future Council Agendas allowing for adequate time for staff preparation on the agenda item.

N. ADJOURNMENT

ANY ITEM ON THIS POSTED AGENDA COULD BE DISCUSSED IN EXECUTIVE SESSION AS LONG AS IT IS WITHIN ONE OF THE PERMITTED CATEGORIES UNDER TEXAS GOVERNMENT CODE.

CERTIFICATION

I certify that the above notice was posted on the bulletin board at Town of Westlake, Town Hall, located at 1500 Solana Blvd., Building 7, Suite 7100, Westlake, TX 76262, in compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.

A handwritten signature in black ink, appearing to read 'Amy Piukana', written in a cursive style.

Amy M. Piukana, Town Secretary

Disabilities Notice: If you plan to attend the meeting and have a disability that requires special needs, please contact the Town Secretary's Office 48 hours in advance at Ph. 817-490-5711 and reasonable accommodations will be made to assist you.