



## Town of Westlake

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



### Town Council/Board of Trustees

### Meeting Minutes

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**Monday, February 27, 2023**

**4:00 PM**

**Council Chamber**

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**Present:** Mayor Sean Kilbride, Mayor Pro Tem David Quint, Council Member Kim Greaves, Council Member Tim Shiner, and Council Member Anna White

**Absent:** Council Member Chandrika Dasgupta

**A. CALL TO ORDER**

Mayor Kilbride called the meeting to order at 4 p.m. and announced Town Council would recess into closed executive session at 4:02 p.m.

**CLOSED EXECUTIVE SESSION (4:00 P.M.)**

- A.1. 23-75** The Town Council will conduct a closed session pursuant to Texas Government Code, annotated, Chapter 551, Subchapter D for the following:
- a) Section 551.074(a)(1): Deliberation Regarding Personnel Matters  
To deliberate the appointment, employment, evaluation, reassignment, duties, of a public officer or employee: (Town Manager) (Finance Director) and;
  - b) Section 551.072: Deliberation regarding the Purchase, Exchange, Lease or Value of Real Property located: north of Solana Boulevard, south and west of Highway 114, and east of Davis Boulevard
  - c) Section 551.071(2): Consultation with Attorney to seek advice of counsel on matters in which the duty of the Town Attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code: FM 1938 access for proposed Southlake development; and
  - d) Section 551.071(2): Consultation with Attorney to seek advice of counsel regarding Resolution 23-19 regarding Brodie Modular Building agreement
  - e) Section 551.071(2): Consultation with Attorney to seek advice of counsel regarding Trophy Club Municipal Utility Districts
  - f) Section 551.071(2): Consultation with Town Attorney to seek advice of counsel on matters in which the duty of the Town Attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code (Appeal of student discipline matter); b) Section 551.082 (a)(1): Deliberation regarding student discipline (Student discipline appeal); and Section 551.0821(a): Deliberation involving personally-identifiable student information (Student Discipline Appeal)
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Mayor Kilbride adjourned closed session at 6 p.m.

**B. REGULAR MEETING – Call to Order (7:00 P.M.)**

Mayor Kilbride called the regular meeting to order at 7 p.m.

**C. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance and Pledge to the Texas Flag was led by Mayor Kilbride.

**D. CITIZEN/PARENT COMMENTS:**

Joseph, Kristen, Isabella spoke in support of the zoning change for the family home on Lot 1, of approximately 15 acres being considered by Town Council.

**E. ITEMS OF COMMUNITY INTEREST:**

**E.1. 23-83 Receive a report on items of community interest**

Director of Communications Jon Sasser provided a report on items of community interest.

**F. CONSENT AGENDA:**

**F.1. 23-76 Consider approval of Town Council Board of Trustee Meeting Minutes from the following meeting(s): February 15, 2023; and take appropriate action**

**F.2. 23-06 Consider approving Westlake Academy Academic Year Calendar for the year 2023-2024 school year, and take appropriate action**

**F.3. RES 23-14 Consider approving Resolution 23-14 creating Planning and Zoning Commission bylaws; and take appropriate action**

**F.4. RES 23-15 Consider approving Resolution 23-15 rejecting a bid from Hoque Global Properties, LLC to purchase Town owned property located at 34 Cortes Drive in the Town of Westlake; and take appropriate action**

**F.5. RES 23-04 Consider approving Resolution 23-04 accepting a generous grant to be used exclusively for the Construction Manager at Risk agreement services provide by Steele & Freeman for the Phase III remodeling of the gym facilities located at 2600 J.T. Ottinger Road; and take appropriate action**

**F.6. RES 23-16 Consider approving Resolution 23-16 authorizing the signers of the Town of Westlake and Westlake Academy Depository Accounts with First Financial Bank; and take appropriate action**

**F.7. RES 23-17 Consider approving Resolution 23-17 authorizing the signers of the Town of Westlake, Texas amending the authorized signers on the Town of Westlake Insurance Trust Account with First Financial Bank and appointing Trustees for the Town of Westlake; and take appropriate action**

**F.8. RES 23-18 Consider approving Resolution 23-18 amending the authorized signers on the Town of Westlake's PNC account; and take appropriate action**

**F.9. WARES 23-07 Consider approving WA Resolution 23-07 to provide a Waiver for Missed School days due to inclement weather from January 2023 to February 3, 2023; and take appropriate action**

**Motion made by Mayor Pro Tem Quint to approve Consent items F.1 through F.9, as presented. Motion seconded by Council Member Greaves. Motion approved unanimously.**

**G. PUBLIC HEARING:**

**G.1. RES 23-12 Conduct a public hearing and consider approving Resolution 23-12 for a replat for Block J Lot 1, Westlake Entrada Addition; and take appropriate action**

Director of Planning Ron Ruthven briefed Town Council regarding this item.

Mayor Kilbride opened the hearing. There being no one present that wished to speak, Mayor Kilbride declared the Public Hearing closed.

A motion was made by Council Member Greaves to approve Resolution 23-12, as presented. Motion seconded by Council Member White. Motion approved unanimously.

**G.2. RES 23-13 Conduct a public hearing and consider approving Resolution 23-13 for a replat for Block L Lot 1, Westlake Entrada Addition; and take appropriate action**

Director of Planning and Development Ron Ruthven briefed Council regarding this item.

Mayor Kilbride opened the public hearing. There being no one present that wished to speak, Mayor Kilbride declared the public hearing closed.

Mayor Pro Tem Quint made a motion to approve Resolution 23-13, as presented. Motion seconded by Council Member Greaves. Motion approved unanimously.

**G.3. ORD-963 Conduct a public hearing and consider adopting Ordinance 963 approving a PD Site Plan for an approximately 0.729-acre portion of Planned Development District 3, Planning Area 11 (PD3-11), established by Ordinance 593. The PD Site Plan is for Dutch Brothers Coffee to be located along the west side of US Highway 377 north of State Highway 170; and take appropriate action**

Director of Planning Ron Ruthven briefed Town Council regarding this item.

Mayor Kilbride opened the public hearing. There being no one present that wished to speak, Mayor Kilbride declared the public hearing closed.

Mayor Pro Tem Quint made a motion to adopt Ordinance 963, as presented. Motion seconded by Council Member Shiner. Motion approved unanimously.

- G.4. ORD-964     Conduct a public hearing and consider adopting Ordinance 964 approving a zoning change request from O-Office Park District to Planned Development District Number 8 (PD8), including a concept plan, to allow for a hotel to be located on the portion of Lot 1, C.M. Throop No. 1510 Addition that is located within the Town of Westlake. The subject property is located at 3300 T.W. King Road at the northwest corner of T.W. King Road and State Highway 114; and take appropriate action (Continued from the February 27, 2023 Town Council meeting)**

Mayor Kilbride noted the applicant has requested to table this item to the March 27, 2023 Town Council meeting.

Council Member Greaves made a motion to table Ordinance 964 to the March 27, 2023 Town Council meeting. Motion seconded by Mayor Pro Tem Greaves. Motion approved unanimously.

- G.5. ORD-965     Conduct a public hearing and consider adopting Ordinance 965 approving a zoning change request from the R-5 Country Residential district to Planned Development District Number 9 (PD9) for 37.514 acres of land located at the southwest corner of Pearson Lane and Dove Road, to include primarily single-family residential uses, including a request for approval of a concept and development plan, and a Specific Use Permit for private streets; and take appropriate action**

Director of Planning Ron Ruthven briefed Town Council regarding this item.

Applicant Esen Maykus Hat Creek Development and Curtis Young with San Group was present to answer questions.

After discussion, Mayor Kilbride opened the public hearing.

The following members in the audience spoke:

- Ariana Billington spoke expressing her concerns regarding traffic and congestion.
- Marcus Novacheck spoke regarding his concerns with traffic and the zoning change use.
- Craig Huggins completed an online speaker card in favor but did not wish to speak.

Mayor Kilbride closed the public hearing.

After discussion, a motion was made by Mayor Pro Tem Quint to adopt Ordinance 965, as presented. Motion seconded by Council Member Shiner. Motion approved unanimously.

**H. REGULAR AGENDA ITEM(S)****H.1. 23-77 Receive a Year-End Police Report from the Keller Police Department**

Keller Police Chief Brad Fortune provided an annual Year End Report from 2022 for police services provided by the Keller Police Department to the Town of Westlake.

**H.2. RES 23-19 Consider approving Resolution 23-19 authorizing the mayor to finalize and execute an agreement with Brodie Modular to replace the six current modular buildings with two modular buildings to be located on the Westlake Academy campus for an amount not to exceed \$3,500,000; and authorize town staff to make funding changes not to exceed \$25,000 on this project; and take appropriate action**

Mayor Kilbride briefed Town Council regarding this item.

Council Member Greaves made a motion to approve Resolution 23-19, as presented. Motion seconded by Council Member White. Motion approved unanimously.

**I. TAKE ANY ACTION, IF NEEDED, FROM EXECUTIVE SESSION ITEMS**

No action.

**J. COUNCIL RECAP/STAFF DIRECTION**

None provided.

**K. FUTURE AGENDA ITEMS:**

Council Member Greaves requested a future agenda item to discuss the Foundation. Council Member White seconded. Mayor Kilbride recommended adding this item to the April Town Council meeting.


**L. ADJOURNMENT**

There being no further business to discuss, Mayor Kilbride declared the meeting adjourned at 8:27 p.m.

**Signed:**



**Mayor Sean Kilbride**

Attested by: 

**Amy M. Piukana, Town Secretary**