



## Town of Westlake

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



### Town Council/Board of Trustees Meeting Minutes - Draft

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**Monday, February 3, 2025**

**4:15 PM**

**Council Chamber**

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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.

NOTE: As authorized by Section 551.071 of the Texas Government Code, Town Council may enter into closed Executive Session for the purpose of seeking confidential legal advice from the Town/School Attorney on any agenda item listed herein.

#### **A. CALL REGULAR MEETING TO ORDER AND ANNOUNCE A QUORUM PRESENT**

Mayor Greaves called the meeting to order at 4:15 pm and announced a quorum present.

##### **PRESENT:**

Mayor Kim Greaves  
Mayor Pro Tem Tammy Reeves  
Council Member Todd Gautier  
Council Member Michael Yackira  
Council Member Anna White  
Council Member Asselta (virtually present)

##### **STAFF PRESENT:**

Town Manager Wade Carroll  
Town Secretary Dianna Buchanan  
Communications Director Jon Sasser  
School Attorney Janet Bubert  
Finance Director Cayce Lay Lamas  
IT Director Jason Power  
Dir. Innovation & Dev. Michelle Briggs  
Keller Police Chief Brad Fortune

Head of School Dr. Kelly Ritchie  
Deputy Town Manager Jason Alexander  
Town Attorney Stan Lowry  
Fire Chief John Ard  
Public Works Director Cheryl Taylor  
Human Resources Director Sandy Garza  
Academy Finance Manager Marlene Rutledge

#### **B. INVOCATION AND PLEDGES OF ALLEGIANCE**

Pastor Mike Banas, Milestone Church, Keller, provided the invocation. Mayor Greaves and Westlake Academy Head of School Dr. Kelly Ritchie introduced Westlake Academy students

Andrew Poot (5th grade), Lucia Poot (10th grade) and James Poot (11th grade), to assist with leading the pledges to the U.S. Flag and the Texas Flag. Pledges recited.

**C. CITIZEN/PARENT COMMENTS**

There was no one to speak at this time.

**D. ITEMS OF COMMUNITY INTEREST**

**D.1. 25-36 Items of Community Interest (Communications Director Jon Sasser)**

Communications Director Jon Sasser provided an overview of upcoming events and items of community interest.

**E. PRESENTATION(S)**

**E.1. WA 25-103 Westlake Academy International Baccalaureate (IB): Leaders in the Field (Michelle Briggs, Westlake Academy Director of Innovation and Development)**

Michelle Briggs, Westlake Academy Director of Innovation and Development, presented a video presentation that was played called "Westlake Academy International Baccalaureate (IB): Leaders in the Field".

**F. CONSENT AGENDA**

**F.1. 25-31 Discuss, consider and act to approve the January 21, 2025 Joint Town Council and Planning and Zoning Commission Workshop Meeting Minutes (Town Secretary Dianna Buchanan)**

**F.2. 25-32 Discuss, consider and act to approve the January 21, 2025 Town Council/Board of Trustees Regular Meeting Minutes (Town Secretary Dianna Buchanan)**

Motion by Council Member White and Motion Second by Council Member Yackira to approve the Consent Agenda. Mayor Greaves called for the vote. MOTION TO APPROVE THE CONSENT AGENDA APPROVED UNANIMOUSLY.

**G. REGULAR AGENDA ITEMS**

**G.1. RES 25-04 v2 (TABLED 1/21/2025) Discuss, consider and act to approve Resolution 25-04 approving a Development Agreement between the Town of Westlake, Texas and Otter Partners, LP, for subdivision improvements for Westlake Ventanas, a residential development to be designed and built in adjacency to Solana Boulevard. (Jason Alexander, AICP, CECD, Deputy Town Manager)**

Motion by Council Member White and Motion Second by Mayor Pro Tem Reeves to remove the item from the Table for consideration. Mayor Greaves called for the vote. MOTION TO REMOVE THE ITEM FROM THE TABLE FOR CONSIDERATION APPROVED UNANIMOUSLY.

Deputy Town Manager Jason Alexander gave an overview of the item including updates to the Development Agreement for Westlake Ventanas which is part of the Entrada Planned Development and is permitted to have up to 51 detached single-family residential lots. Staff recommends approval

of the development agreement. The developer, Frank Bonilla was present in support of the item. Town Manager Carroll thanked Mr. Bonilla for his patience in completing the agreement and guidelines for consideration of approval. Motion by Council Member White and Motion Second by Mayor Pro Tem Tammy Reeves to approve Resolution 25-04 as presented. Mayor Greaves called for the vote. MOTION TO APPROVE RESOLUTION 25-04 APPROVING THE DEVELOPMENT AGREEMENT WITH OTTER PARTNERS, LP, FOR SUBDIVISION IMPROVEMENTS FOR WESTLAKE VENTANAS APPROVED 4-0. COUNCIL MEMBER GAUTIER DID NOT VOTE DUE TO A CONFLICT OF INTEREST (AFFIDAVIT ON FILE).

At this time, Mayor Greaves directed the meeting to consider Resolution 25-06 (Item G.5.).

**G.2. [25-38](#)**

Discuss, consider, and act to approve the purchase of a new fire engine not to exceed \$1.3 million dollars.

Fire Chief John Ard presented an overview of the proposed fire engine purchase. The process to design, build and take possession of the engine will take three years. Finance Director Cayce Lay Lamas also provided financial information regarding the purchase. Motion by Council Member White and Motion Second by Mayor Pro Tem Reeves to approve the purchase of a new fire engine in an amount not to exceed \$1,300,000.

Mayor Greaves called for the vote. MOTION TO APPROVE THE PURCHASE OF A NEW FIRE ENGINE IN AN AMOUNT NOT TO EXCEED \$1,300,000 APPROVED UNANIMOUSLY.

**G.3. [WA RES 25-03](#)**

Discuss, consider and act regarding WA Resolution 25-03 adopting the Westlake Academy Academic Calendar for School Year 2025-2026 (Head of School Dr. Kelly Ritchie)

Dr. Ritchie provided an overview of the proposed Westlake Academy Academic Calendar for School Year 2025-2026. Motion by Council member White and Motion Second by Mayor Pro Tem Reeves to approve WA Resolution 25-03 adopting the "Draft 2" version of the academic calendar. Mayor Greaves called for the vote. MOTION TO APPROVE WA RESOLUTION 25-03 APPROVING AND ADOPTING DRAFT 2 AS THE WESTLAKE ACADEMY ACADEMIC CALENDAR FOR SCHOOL YEAR 2025-2026 APPROVED UNANIMOUSLY.

**G.4. [WARES 25-02](#)**

Discuss, consider and act regarding WA Resolution 25-02 to add one additional section of 4th grade for School Year 2025-2026 and one section of Pre-K (4 year old) class for School Year 2025-2026 (Dr. Kelly Ritchie, Head of School)

At the request of staff, and by consensus, the item is being pulled from the agenda today and scheduled for a Workshop Session at the next Town Council/Board of Trustees meeting on February 18, 2025.

Mayor Greaves directed the meeting to H. Discussion Item as G.5. was considered earlier in the meeting.

**G.5. [RES 25-06](#)**

Discuss, consider and act to approve Resolution 25-06, a Resolution by the Town Council of the Town of Westlake, Texas, approving the participation of

the Town in the Texas Enterprise Zone Program pursuant to the Texas Enterprise Zone Act, Chapter 2303 of the Texas Local Government Code, as amended; nominating Charles Schwab & Co., Inc. to the Governor's Office for Economic Development and Tourism as a Triple Jumbo Enterprise Project through the Economic Development Bank; and authorizing the Town Manager or Designee to execute any related documents in support of that nomination. (Jason Alexander, AICP, CEcD, Deputy Town Manager)

This item was considered immediately after item G.1.

Deputy Town Manager Jason Alexander provided an overview of the item. Representatives were present in support of the item from Charles Schwab & Co., Inc.

Motion by Council Member White and Motion Second by Council Member Yackira to approve Resolution 25-06 as presented. Mayor Greaves called for the vote. MOTION TO APPROVE RESOLUTION 25-06 APPROVING THE PARTICIPATION OF THE TOWN IN THE TEXAS ENTERPRISE ZONE PROGRAM AND NOMINATING CHARLES SCHWAB & CO., INC. TO THE GOVERNOR'S OFFICE FOR ECONOMIC DEVELOPMENT AND TOURISM AS A TRIPLE JUMBO ENTERPRISE PROJECT THROUGH THE ECONOMIC DEVELOPMENT BANK APPROVED UNANIMOUSLY.

Mayor Greaves directed the meeting back to item G.2. at this time.

## **H. DISCUSSION ITEM**

### **H.1. [WA 25-102](#) Discussion concerning recent conversations with multiple elected legislators regarding appropriate school funding for Westlake Academy (Mayor Kim Greaves)**

Mayor Greaves shared that he and Town/Westlake Academy staff have spent a lot of time meeting with the Town's elected officials, including State Senator Kelly Hancock and State Representative Giovanni Capriglione about school finance and trying to understand what legislation may be coming forward during this Legislative Session to increase funding for Westlake Academy. He also met with former four-time congressman Pete Geren who has been heavily involved with charter schools. The annual budget for Westlake Academy is +/- \$11 million and the TEA per student allocation to Westlake Academy, being a charter school, totals +/- \$8 million. The annual \$3 million deficit is met by funding from the Town and by funds raised by the Westlake Academy Foundation. Westlake Academy is getting between \$8,700 and \$8,800 per student from the TEA, and Independent School Districts (ISDs) get +/- \$12,400 per student from the TEA. Additional research has shown that the average charter school gets +/- \$11,100 per student from the TEA, and if Westlake Academy received that amount it would translate to an additional couple million dollars for Westlake Academy. The calculations for the amount received per student are complicated, beginning with a base amount, and then increasing depending on around 30 other criteria. In addition, ISDs also receive revenue from property taxes, while Westlake Academy (being a charter school) receives \$0 from property taxes. Since 2019 schools have received no increased

funding from the State. It was recommended by State Senator Hancock, State Rep. Capriglione, and Mr. Geren that Westlake Academy become a member of the Texas Charter School Association so that we have a bigger voice on funding and other charter school issues. We believe that the Legislators do intend to increase the per student allocation which would be a big deal for the academy. In addition charter school facility funding is capped at \$60,000,000 and there is also talk that they may be removing that cap, which would also go a long way to help increase funding for the academy. Ms. Briggs said that House Bill 21 has language to remove the facilities cap and if it is removed, the expectation is that Westlake Academy would receive around +/- \$900 per student compared to the current amount of +/- \$100 per student. The \$60,000,000 facility funding is currently shared by 900 charter schools. A group including the Mayor, Head of School and Town Manager are heading down to Austin on Monday to a speak to Legislators about the need for increased funding from the State for Westlake Academy.

## **I. EXECUTIVE SESSION**

Mayor Greaves announced the items for Executive Session and recessed the Regular Meeting to Executive Session at 5:19 pm.

- I.1. [25-33](#) Section 551.071: Consultation with and legal advice from the Town Attorney regarding pending litigation - Vertical Bridge v. Town of Westlake
- I.2. [25-34](#) Section 551.087: Deliberation regarding Economic Development Negotiations to deliberate the offer of a financial or other incentive to a business prospect:
  - a) Project ED 25-01, and
  - b) Project ED 25-02.
- I.3. [25-37](#) Section 551.073: Deliberation regarding prospective gifts related to Westlake Academy facilities.

Mayor Greaves reconvened the Regular Meeting from Executive Session at 7:41 pm. Council Member Asselta did not rejoin the Regular Meeting via remote connection.

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

There was no action as a result of Executive Session.

## **K. FUTURE AGENDA ITEMS**

These items were mentioned together with the Staff Recap of Council Direction.

## **L. STAFF RECAP OF COUNCIL DIRECTION**

Town Manager Wade Carroll summarized direction from Town Council. Town Council would like to schedule a workshop prior to the next regular meeting (on February 18th) regarding the proposed addition of one section of 4th grade and one section of Pre-K (4 year old) class for School Year 2025-2026 at Westlake Academy. In addition in the near future staff will bring forward an item for consideration to become a member of the Texas Charter School Association.

**M. ADJOURNMENT**

Mayor Greaves adjourned the Regular Meeting at 5:42 pm.

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**Kim Greaves, Mayor**

**ATTEST:**

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**Town Secretary Dianna Buchanan**