Town of Westlake

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

Town Council/Board of Trustees

Agenda

Monday, May 20, 2024 | **4:30 PM** | **Council Chamber**

This meeting will be an in-person and online meeting. The presiding officer for this meeting will be present at the meeting location described above. The public may view the meeting live at https://www.westlake-tex.org/787/Watch-Meetings-Live.

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 AND ANNOUNCE QUORUM

B. PLEDGE OF ALLEGIANCE

C. CEREMONIAL ITEMS

C.1. 24-099 Present Certificates of Election, Administer Oaths of Office, Receive Acceptance Remarks from Newly Elected Officials (Judge Eric Ransleben)

C.2. 24-124 Present a Proclamation Recognizing the Metroport Rotary Club (Mayor Kim Greaves)

D. WORK SESSION

D.1. 24-094 Discussion Regarding the Westlake Academy Fiscal Year 2024-2025 Budget (Director of Finance Cayce Lay Lamas)

E. REGULAR MEETING - CALL TO ORDER

F. 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.

G. 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

H. 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.

H.1. **RES 24-26** Consider approving Resolution 24-26 ratifying an Independent Contractor Agreement for the position of Interim Town Secretary and appointing the Interim Town Secretary. (Wade Carroll, Town Manager)

H.2. **24-096** Consider approving Town Council Board of Trustees Meeting Minutes from the following meeting(s): February 5, 2024 Regular Meeting and April 1, 2024 Special Meeting (Dianna Buchanan, Interim Town Secretary)

H.3. **WA RES 24-12** Consider approving WA Resolution 24-12 authorizing the expenditure of funds to Accelerate Learning Inc. in the amount of $29,146.00 for Westlake Academy grades K-5 science resources (Marlene Rutledge, Academic Finance Manager)

H.4. **ORD-996** Consider adopting Ordinance 996, updating the Municipal Court Fees; and take appropriate action (Martha Solis, Court Administrator)

H.5. **WA RES 24-13** Consider and act regarding a Resolution authorizing the Town Manager/Superintendent to execute an InterLocal Agreement with the Education Service Center Region 11 renewing the Employee Benefits Cooperative Program for Academic staff.(Sandy Garza, Director of Human Resources)

H.6. **RES 24-29** Consider Resolution 24-29 amending the authorized signers on depository accounts and take appropriate action (Cayce Lay Lamas, Director of Finance)

H.7. **RES 24-31** Consider Resolution 24-31 amending the authorized trustees for the insurance trust account with First Financial Bank (Cayce Lay Lamas, Finance Director)

H.8. **RES 24-30** Consider and act regarding Resolution 24-30 to ratify purchases made over $20,000 (Cayce Lay Lamas, Finance Director)

H.9. **RES 24-33** Consider Resolution 24-33 to approve the Swagit annual renewal in the amount of $28,183.80 to broadcast live and record council, board and commission meetings for the period of June 2024 to June 2025; and take appropriate action (Dianna Buchanan, Interim Town Secretary)

H.10. **24-089** Discuss and consider an Economic Development and Landscape Maintenance Agreement between the Town of Westlake and the Granada Home Owners Association; and take appropriate action (Wade Carroll, Town Manager)

H.11. **24-090** Discuss and consider an Economic Development and Landscape Maintenance Agreement between the Town of Westlake and the Vaquero and Quail Hollow Home Owner Associations; and take appropriate action (Wade Carroll, Town Manager)

I. PUBLIC HEARINGS

I.1. **RES 24-27** Conduct a public hearing and consider approving Resolution 24-27 approving a Preliminary Site Evaluation for the Solana Hills Addition (Wade Carroll, Town Manager)

I.2. **ORD-997** Conduct a public hearing and consider adopting Ordinance 997, approving amendments to Ordinance 720, as amended (which includes the development plan for the PD1-2 [Westlake Entrada] zoning district). The Westlake Entrada development includes 109.12 acres generally located east of Davis Blvd., south of State Highway 114, and north of Solana Blvd.; and take appropriate action (Wade Carroll, Town Manager)

J. REGULAR AGENDA ITEMS

J.1. **24-120** Act to Nominate and Elect the Mayor Pro Tem for 2024-2025

J.2. **24-149** Consideration of and action to accept the resignation of Council Member Tim Shiner from the Westlake Town Council

J.3. **24-095** Consider and act to hire Dr. Kelly Ritchie as the new Head of School

for Westlake Academy and approve the Head of School's employment contract; and take appropriate action (Wade Carroll, Town Manager)

J.4. **RES 24-28** Consider approval of Resolution 24-28 to implement an Enterprise Resource Planning Software System and authorize the Town Manager to execute the contract (Cayce Lay Lamas, Director of Finance)

J.5. **RES 24-34** Discuss, consider and act regarding Resolution 24-34 to amend the 2024 Town Council and Board of Trustees calendar through September 30, 2024 (Wade Carroll, Town Manager)

K. EXECUTIVE SESSION

The Town Council/Board of Trustees will conduct a closed session pursuant to Section 551.071 (2) of the Texas Government Code, for the purpose of seeking confidential legal advice from the City Attorney/Westlake Academy Attorney for the following:

24-154 The Town Council will conduct a closed session pursuant to Texas Government Code, annotated, Chapter 551, for the following:

K.1. Section 551.071 Consultation with Attorney regarding Options to Fill Vacant Town Council Seat

K.2. Section 551.074(a)(1) Personnel Matters, Consideration of Employee Grievance Related to Selection of Athletic Director

K.3. Section 551.076 Deliberation Regarding Security Devices or Security Audits Related to Summary of Findings of an Intruder Detection Audit for Westlake Academy

L. RECONVENE THE OPEN MEETING AND TAKE ANY ACTION, IF NEEDED, FROM EXECUTIVE SESSION ITEMS

M. STAFF RECAP OF COUNCIL DIRECTION

N. FUTURE AGENDA ITEMS

N.1. **24-151** Consider Items for Future Agenda Items Active List (Wade Carroll, Town Manager)

Any Council Member may request an item to be considered for discussion at a future meeting. Items listed below require a second to be added to the Future Agenda Items List. Items that are not seconded will be removed from this list.

1. Discussion and give direction to the Town Manager to receive bids for future strategic planning for both Westlake Academy and the Town of Westlake.
2. Consider updating and editing our current Town Council Member (Board of Trustee) Governance and Ethics Policy.
3. Discussion and give direction to the Town Manager and Head of School to create and conduct a citizen and parent survey.

4. Discussion and give direction to the Town Manager and Head of School to create and conduct a staff survey including 360 degree evaluation for all supervisory positions.
5. Consider and take appropriate action to create a separate Economic Development Board made up of two council members and a group of qualified citizens.
6. Discussion and take appropriate action to create a parent action committee for Westlake Academy
7. Discussion and give direction to the Town Manager to schedule a joint P&Z/Council meeting to work with Entrada developers to discuss possible changes to the Entrada development standards and the development plan

O. ADJOURNMENT

NOTE: As authorized by Section 551.071 (2) of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the Town Attorney on any agenda item listed herein.

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.

_____
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.

1500 Solana Blvd
Building 7, Suite 7100
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File #: 24-099 **Agenda Date:** 5/20/2024 **Agenda #:** C.1.

TOWN STAFF REPORT RECOMMENDATIONS

Present Certificates of Election, Administer Oaths of Office, Receive Acceptance Remarks from Newly Elected Officials (Judge Eric Ransleben)

STAFF: Dianna Buchanan, Interim Town Secretary

BACKGROUND:

After canvass of the election, each newly elected official will be presented a Certificate of Election and be administered the Oath of Office by Judge Eric Ransleben. Each newly elected official will have the opportunity to provide acceptance remarks, and then be seated at the dais.

Ken Greaves, Mayor

David Quint, Council Member

Tammy Reeves, Council Member

Michael Asselta, Council Member

1500 Solana Blvd
Building 7, Suite 7100
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File #: 24-124 **Agenda Date:** 5/20/2024 **Agenda #:** C.2.

TOWN STAFF REPORT RECOMMENDATIONS

Present a Proclamation Recognizing the Metroport Rotary Club (Mayor Kim Greaves)

STAFF: Jon Sasser, Director of Communications

BACKGROUND:

Proclamation to be presented to a member of the Metroport Rotary Club recognizing the organization's contributions to the community

ATTACHMENT(S):

Proclamation

Proclamation

Honoring Metroport Rotary Club

Whereas, Metroport Rotary is the only service club in Westlake, Texas, is a dedicated group of business, professional, and community leaders that meet weekly to plan and implement community service activities; and

Whereas, Metroport Rotary was established in 1987 by the Grapevine Rotary Club as the Grapevine-Southlake Rotary Club. In the early 1990's, the club moved from Grapevine to the new Marriott Solana Hotel, where it continues to meet; and

Whereas, Local Community Service projects include founding and support for Metroport Meals on Wheels, Roanoke Food Pantry, The Salvation Army, Victory Equine Academy, College Scholarships for local high school graduates including, Westlake Academy; and

Whereas, Youth programs supported by Metroport Rotary include Interact service clubs for high school students, sponsoring participants annually in Rotary's leadership training program, RYLA for rising juniors and seniors in high schools as well as conducting an annual Rotary Four Way Speech contest for area high school students; and

Whereas, the Metroport Rotary provides members of our community meaningful community involvement, personal development, leadership experience, networking, friendship, as well as satisfaction gained from making a significant difference in our community and around the world.

Now, Therefore, I, Kim Greaves, Mayor of the Town of Westlake, am honored to present Metroport Rotary with this proclamation and express gratitude in this partnership.

Witness Whereof, I hereby affix my signature and the seal of the Town of Westlake, Texas, on the 26th day of February 2024.

Town Seal:

_____

Kim Greaves, Mayor

1500 Solana Blvd
Building 7, Suite 7100
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File #: 24-094 **Agenda Date:** 5/20/2024 **Agenda #:** D.1.

ACADEMY STAFF REPORT RECOMMENDATIONS

Discussion Regarding the Westlake Academy Fiscal Year 2024-2025 Budget (Director of Finance Cayce Lay Lamas)

STAFF: Cayce Lay Lamas, Director of Finance

BACKGROUND:

The Board of Trustees will meet in a work session to discuss the Westlake Academy annual budget for the upcoming fiscal year (2024-2025). The Board will provide direction on budgetary and programmatic expectations so that staff can finalize a formal proposed budget to be voted upon at the June 17, 2024, meeting. The proposed budget will be presented to the public for inspection; a public hearing will be held on June 17, 2024, to receive public comments. The Board must adopt the budget prior to the current fiscal year end (June 30, 2024).

DISCUSSION:

The Board will discuss the Academy's base budget and consider service level adjustments from both the Academy and Town.

FISCAL IMPACT:

The current Academy base budget includes expenditures totaling $11,260,433, which assumes Blacksmith Donations from the Westlake Academy Foundation and a subsidy from the Town of Westlake, both individually at $1,250,000. The total amount of service level adjustment requests from the Academy is $392,994; the maximum potential expenditure budget would be $11,653,427. Approval of the Academy SLA requests would require additional funding from the Town.

The total amount of service level adjustment requests from the Town is $1,610,280. The base budget details for the Town will be shared ahead of a future meeting for discussion which includes a one time purchase of $1.3 million to replace a fire engine and $120,000 for needed public works equipment.

STAFF RECOMMENDATION:

Staff recommends the base budget be accepted, as presented, and the Board provide direction on each of the service level adjustments.

BOARD OF TRUSTEES ACTION/OPTIONS:

No action will be taken during the work session.

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1975 - PRKNG/TRNSP
FUNCTION - 11 - INSTR

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1975-11-00-001-99-0-00-19751100001		0	3,800	3,988	0	3,800	0
6412	TRNSP INSTR STUDENT TRAINING						
	TRNSP COSTS FOR STDNT FIELD TRIPS WHEN WA BUSES/VANS ARE NOT AVAILABLE					0 3,800	
TOTAL	TRAINING & TRAVEL	0	3,800	3,988	0	3,800	0
TOTAL	OTHER OPERATING COSTS	0	3,800	3,988	0	3,800	0
TOTAL	EXPENDITURES	0	3,800	3,988	0	3,800	0
TOTAL	INSTR	0	3,800	3,988	0	3,800	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1975 - PRKNG/TRNSP
FUNCTION - 36 - CO-CURRICULAR ACTV

ORGANIZATION / ACCOUNT	TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1975-36-00-001-99-0-00-19753600001		0	20,000	12,154	0	20,000	0
6249	TRNSP CO-CURR CONTRACT MAINT &						
	REPAIR AND MAINTENANCE ON BUSES AND VANS					20,000	
	-PREVENTATIVE MAINTENANCE					0	
	-ANNUAL INSPECTIONS					0	
	-NON-SCHEDULED MAINTENANCE					0	
	-ROADSIDE ASSISTANCE AND TOWING, IF REQUIRED					0	
TOTAL	CONTRACTED MAINT & REPAIR	0	20,000	12,154	0	20,000	0
1975-36-00-001-99-0-00-19753600001		0	0	4,725	0	4,800	0
6299	TRNSP CO-CURR MISC CONTRACTED S						
	REPAIR & MAINTENANCE OF PARKING LOTS AROUND CAMPUS					4,800	
	-POWER WASHING					0	
	-PARKING SPOT PAINT REMOVAL					0	
	-RESTRIPING					0	
TOTAL	MISC CONTRACTED SVCS	0	0	4,725	0	4,800	0
TOTAL	PROF & CONTRACTED SVC	0	20,000	16,879	0	24,800	0
1975-36-00-001-91-0-00-19753600001		0	2,500	1,525	0	2,500	0
6311	TRNSP INSTR GASOLINE (BUSES)						
	FUEL FOR BUSES AND VANS					2,500	
	-WEX BANK (QT CARDS) USED BY AD/COACHES					0	
TOTAL	SUPPLIES & MAT MAINT/OPER	0	2,500	1,525	0	2,500	0
1975-36-00-001-99-0-00-19753600001		0	500	18	0	500	0
6399	TRNSP CO-CURR SUPPLIES GENERAL						
	BUS/VAN SUPPLIES					500	
	-BATTERIES					0	
	-WINDSHIELD WIPERS					0	
	-GENERAL SUPPLIES FOR BUSES/VANS					0	
TOTAL	SUPPLIES & MATERIALS	0	500	18	0	500	0
TOTAL	SUPPLIES & MATERIALS	0	3,000	1,544	0	3,000	0
1975-36-00-001-91-0-00-19753600001		0	20,000	10,143	0	20,000	0
6412	TRNSP INSTR STUDENT TRAINING						
	TRNSP FOR ATHLETIC AWAY-GAMES WHEN WA BUSES/VANS ARE					0	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1975 - PRKNG/TRNSP
FUNCTION - 36 - CO-CURRICULAR ACTV

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
	NOT AVAILABLE DUE TO HAVING MULTIPLE GAMES					20,000	
TOTAL	TRAINING & TRAVEL	0	20,000	10,143	0	20,000	0
1975-36-00-001-99-0-00-19753600001		0	1,000	880	0	1,000	0
6499	TRNSP CO-CURR MISC OPERATING EX						
	MISC EXPENDITURES					1,000	
	-NTTA TOLL TAGS					0	
	-BUS/VAN STATE REGISTRATIONS					0	
TOTAL	MISC OPERATING EXPENSES	0	1,000	880	0	1,000	0
TOTAL	OTHER OPERATING COSTS	0	21,000	11,023	0	21,000	0
TOTAL	EXPENDITURES	0	44,000	29,445	0	48,800	0
TOTAL	CO-CURRICULAR ACTV	0	44,000	29,445	0	48,800	0
TOTAL	PRKNG/TRNSP	0	47,800	33,433	0	52,600	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1985 - ATH CO-CURR
FUNCTION - 36 - CO-CURRICULAR ACTV

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1985-36-00-001-91-0-00-19853600001		0	500	0	0	0	0
6299	ATH CO-CURR MISC CONTRACTED S						
	ACCT NOT NEEDED					0	
1985-36-00-001-91-1-00-19853600001		0	1,200	0	0	1,200	0
6299	ATH CO-CURR MISC CONTRACTED S						
	BSBL OFFICIALS & REFEREES FOR HOME GAMES					1,200	
1985-36-00-001-91-2-00-19853600001		0	12,000	10,700	0	12,000	0
6299	ATH CO-CURR MISC CONTRACTED S						
	BSKBL OFFICIALS FOR HOME GAMES					12,000	
1985-36-00-001-91-4-00-19853600001		0	7,000	5,300	0	7,000	0
6299	ATH CO-CURR MISC CONTRACTED S						
	FB OFFICIALS & REFEREES FOR HOME GAMES					7,000	
1985-36-00-001-91-5-00-19853600001		0	1,200	0	0	1,500	0
6299	ATH CO-CURR MISC CONTRACTED S						
	GOLF RENTAL FACILITY FOR GOLF PRACTICE					1,500	
1985-36-00-001-91-5-01-19853600001		0	0	0	0	0	0
6299	ATH CO-CURR MISC CONTRACTED S						
1985-36-00-001-91-6-00-19853600001		0	100	0	0	100	0
6299	ATH CO-CURR MISC CONTRACTED S						
	SB OFFICIALS-HOLDING ACCT FOR FUTURE TEAM					100	
1985-36-00-001-91-7-00-19853600001		0	6,000	2,600	0	6,000	0
6299	ATH CO-CURR MISC CONTRACTED S						
	SOC OFFICIALS FOR HOME GAMES					6,000	
1985-36-00-001-91-8-00-19853600001		0	1,500	0	0	1,500	0
6299	ATH CO-CURR MISC CONTRACTED S						
	TN COURT RENTAL PRACTICE/HOME GAMES					1,200	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

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FUND - 1985 - ATH CO-CURR
FUNCTION - 36 - CO-CURRICULAR ACTV

ORGANIZATION / ACCOUNT	TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1985-36-00-001-91-9-00-19853600001		0	6,700	5,420	0	6,700	0
6299	ATH CO-CURR MISC CONTRACTED S						
	VB OFFICIALS FOR HOME GAMES					6,700	
1985-36-00-001-91-C-00-19853600001		0	7,000	0	0	7,000	0
6299	ATH CO-CURR MISC CONTRACTED S						
	UTA CHEER CAMP					5,000	
	UCA CHEER CAMP (AT UNT)					2,000	
1985-36-00-001-91-T-00-19853600001		0	500	493	0	500	0
6299	ATH CO-CURR MISC CONTRACTED S						
	TRK RENTAL FOR PRACTICE					500	
TOTAL	MISC CONTRACTED SVCS	0	43,700	24,513	0	43,500	0
TOTAL	PROF & CONTRACTED SVC	0	43,700	24,513	0	43,500	0
1985-36-00-001-91-0-00-19853600001		0	3,150	5,592	0	3,200	0
6398	ATH CO-CURR SUPPLIES TECHNOLO						
	HUDL SERVICES BSKBL					3,200	
1985-36-00-001-91-0-00-19853600001		0	1,000	551	0	1,000	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	ATH TRAINER FIRST AID KITS, EPI PENS, AED DEFIBRILLATOR					1,000	
1985-36-00-001-91-1-00-19853600001		0	3,000	0	0	3,000	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	BSBL EQPT & SUPPLIES FOR TEAM, UNIFORMS PROVIDED BY WAF					3,000	
1985-36-00-001-91-2-00-19853600001		0	2,000	599	0	2,000	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	BSKBL TEAM EQPT & SUPPLIES, UNIFORMS PROVIDED BY WAF					2,000	
1985-36-00-001-91-3-00-19853600001		0	1,500	395	0	1,500	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	CC EQPT & SUPPLIES FOR TEAMS, UNIFORMS PROVIDED BY WAF					1,500	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1985 - ATH CO-CURR
FUNCTION - 36 - CO-CURRICULAR ACTV

ORGANIZATION / ACCOUNT	TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1985-36-00-001-91-4-00-19853600001		0	3,500	684	0	3,500	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	FB EQPT & SUPPLIES FOR TEAMS, UNIFORMS PROVIDED BY WAF					3,500	
1985-36-00-001-91-5-00-19853600001		0	1,500	0	0	1,500	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	GLF EQPT & SUPPLIES FOR TEAMS, UNIFORMS PROVIDED BY WAF					1,500	
1985-36-00-001-91-6-00-19853600001		0	100	0	0	100	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	SB EQPT & SUPPLIES FOR TEAMS					100	
1985-36-00-001-91-7-00-19853600001		0	3,000	2,358	0	3,000	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	SOC EQPT & SUPPLIES FOR TEAM, UNIFORMS PROVIDED BY WAF					3,000	
1985-36-00-001-91-8-00-19853600001		0	2,000	0	0	0	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	TN EQPT & SUPPLIES FOR TEAM, UNIFORMS PROVIDED BY WAF					2,000	
1985-36-00-001-91-9-00-19853600001		0	4,000	395	0	4,000	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	VB EQPT & SUPPLIES FOR TEAM, UNIFORMS PROVIDED BY WAF					4,000	
1985-36-00-001-91-A-00-19853600001		0	100	0	0	100	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	REPLACEMENT CC READERS					100	
1985-36-00-001-91-C-00-19853600001		0	9,800	971	0	9,800	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	CHEER UNIFORMS PURCHASED BY PARTICIPANTS, WILL DO SLA					0	
	TO DECREASE BUDGET TO $5,000					9,800	
1985-36-00-001-91-D-00-19853600001		0	100	0	0	100	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1985 - ATH CO-CURR
FUNCTION - 36 - CO-CURRICULAR ACTV

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
6399	ATH CO-CURR SUPPLIES GENERAL						
	SUPPLIES FOR DRUMLINE					100	
1985-36-00-001-91-T-00-19853600001		0	3,000	0	0	3,000	0
6399	ATH CO-CURR SUPPLIES GENERAL						
	TRK EQPT & SUPPLIES FOR TEAM, UNIFORMS PROVIDED BY WAF					3,000	
TOTAL	SUPPLIES & MATERIALS	0	37,750	11,546	0	35,800	0
TOTAL	SUPPLIES & MATERIALS	0	37,750	11,546	0	35,800	0
1985-36-00-001-91-0-00-19853600001		0	0	779	0	800	0
6411	ATH CO-CURR EMPLOYEE TRAINING						
	TRVL & TRAINING FOR COACHES					100	
	ONLINE COURSES OR ESC11 SPONSORED					0	
	COACHES TRVL FOR STATE GAMES					700	
TOTAL	TRAINING & TRAVEL	0	0	779	0	800	0
1985-36-00-001-91-0-00-19853600001		0	3,000	810	0	0	0
6499	ATH CO-CURR MISC OPERATING EX						
	MOVING BUD TO 1985-36-00-001-91-A01 & DECR BY $1500					0	
1985-36-00-001-91-1-00-19853600001		0	750	0	0	800	0
6499	ATH CO-CURR MISC OPERATING EX						
	BSBL TOURNAMENT FEES FOR AWAY GAMES (3)					800	
1985-36-00-001-91-2-00-19853600001		0	4,000	2,000	0	4,000	0
6499	ATH CO-CURR MISC OPERATING EX						
	BSKBL TOURNAMENT FEES BOYS/GIRLS TEAMS AWAY GAMES					0	
	3 TOURNAMENTS FOR EACH TEAM (9 TEAMS)					4,000	
1985-36-00-001-91-3-00-19853600001		0	4,200	2,730	0	4,200	0
6499	ATH CO-CURR MISC OPERATING EX						
	CC FEES FOR MEETS: JH, JV, VAR BOYS/GIRLS (6 TEAMS)					0	
	6-8 MEETS PER SEASON					4,200	
1985-36-00-001-91-4-00-19853600001		0	100	0	0	100	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1985 - ATH CO-CURR
FUNCTION - 36 - CO-CURRICULAR ACTV

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
6499	ATH CO-CURR MISC OPERATING EX						
	FB DOESN'T HAVE TOURNAMENT FEES, ONLY STATE					0	
	MOVING FUNDS TO POST SEASON ACCT					100	
1985-36-00-001-91-5-00-19853600001		0	2,500	0	0	2,500	0
6499	ATH CO-CURR MISC OPERATING EX						
	GOLF TOURN FEES 2 TEAMS HS BOYS/GIRLS (5 TOURNAMENTS)					2,500	
1985-36-00-001-91-6-00-19853600001		0	100	0	0	100	0
6499	ATH CO-CURR MISC OPERATING EX						
	SB TOURNAMENTS, NO TEAMS AT THIS TIME					100	
1985-36-00-001-91-7-00-19853600001		0	600	0	0	600	0
6499	ATH CO-CURR MISC OPERATING EX						
	SOC TOURNAMENT FEES, 4 BOYS/GIRLS TEAMS					600	
	ONLY PLAY TOURNAMENTS (2) AT HS LEVEL					0	
1985-36-00-001-91-8-00-19853600001		0	1,000	0	0	1,000	0
6499	ATH CO-CURR MISC OPERATING EX						
	TN TOURNAMENT FEES HS BOYS/GIRLS (6 TOURNAMENTS)					1,000	
1985-36-00-001-91-9-00-19853600001		0	1,900	0	0	2,000	0
6499	ATH CO-CURR MISC OPERATING EX						
	VB TOURNAMENTS 4 TEAMS, 12 TOURNAMENTS					2,000	
1985-36-00-001-91-A-00-19853600001		0	2,000	0	0	5,000	0
6499	ATH CO-CURR MISC OPERATING EX						
	MEALS: COACHES WHILE AT AWAY GAMES					2,000	
	STUDENT ATHLETE AWARDS & FOOD FOR CEREMONY					1,500	
	MOVING $3000 FROM ATH MIS OP EXP					0	
	1984-36-00-001-91-000-6499 TO A00, DECR BUDGET $1500					0	
1985-36-00-001-91-A-01-19853600001		0	2,500	3,225	0	2,500	0
6499	ATH CO-CURR MISC OPERATING EX						
	TAIAO LEAGUE MEMBERSHIP FEES					2,500	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

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FUND - 1985 - ATH CO-CURR
FUNCTION - 36 - CO-CURRICULAR ACTV

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1985-36-00-001-91-C-00-19853600001		0	0	154	0	200	0
6499	ATH CO-CURR MISC OPERATING EX						
	CHEER EVENTS: BIG SIS LUNCH					200	
1985-36-00-001-91-P-00-19853600001		0	3,000	525	0	3,000	0
6499	ATH CO-CURR MISC OPERATING EX						
	POST SEASON FOR ALL SPORTS: REGIONAL & STATE					3,200	
	MOVING $100 FROM FB TOURNAMENT ACCT					0	
1985-36-00-001-91-T-00-19853600001		0	3,000	160	0	3,000	0
6499	ATH CO-CURR MISC OPERATING EX						
	TRK MEET FEES, 4 TEAMS (20 MEETS PER SEASON)					3,000	
TOTAL	MISC OPERATING EXPENSES	0	28,650	9,604	0	29,000	0
TOTAL	OTHER OPERATING COSTS	0	28,650	10,383	0	29,800	0
TOTAL	EXPENDITURES	0	110,100	46,441	0	109,100	0
TOTAL	CO-CURRICULAR ACTV	0	110,100	46,441	0	109,100	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1985 - ATH CO-CURR
FUNCTION - 52 - SEC & MONITORING

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1985-52-00-001-91-1-00-19855200001		0	1,000	0	0	1,000	0
6299	ATH CO-CURR MISC CONTRACTED S						
	BSBL SECURITY AT HOME GAMES					1,000	
1985-52-00-001-91-2-00-19855200001		0	9,000	0	0	9,000	0
6299	ATH CO-CURR MISC CONTRACTED S						
	BSKBL SECURITY AT HOME GAMES					9,000	
1985-52-00-001-91-4-00-19855200001		0	7,000	669	0	7,000	0
6299	ATH CO-CURR MISC CONTRACTED S						
	FB SECURITY AT HOME GAMES					7,000	
1985-52-00-001-91-6-00-19855200001		0	100	0	0	100	0
6299	ATH CO-CURR MISC CONTRACTED S						
	SB SECURITY AT HOME GAMES					100	
	KEEPING ACCT ACTIVE. SB INACTIVE AT THIS TIME.					0	
1985-52-00-001-91-7-00-19855200001		0	1,800	0	0	1,800	0
6299	ATH CO-CURR MISC CONTRACTED S						
	SOC SECURITY AT HOME GAMES					1,800	
1985-52-00-001-91-9-00-19855200001		0	9,000	304	0	9,000	0
6299	ATH CO-CURR MISC CONTRACTED S						
	VB SECURITY AT HOME GAMES					9,000	
TOTAL	MISC CONTRACTED SVCS	0	27,900	973	0	27,900	0
TOTAL	PROF & CONTRACTED SVC	0	27,900	973	0	27,900	0
TOTAL	EXPENDITURES	0	27,900	973	0	27,900	0
TOTAL	SEC & MONITORING	0	27,900	973	0	27,900	0
TOTAL	ATH CO-CURR	0	138,000	47,415	0	137,000	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 11 - INSTR

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-11-00-001-11-0-HI-19951100001							
		0	2,000	0	0	2,000	0
6219	GEN OP PROF SVCS OTHER						
	AUDIOLOGY SERVICES PROVIDED DIRECTLY TO STUDENTS					0	
	-TESTING, EVALUATIONS, MONITORING					2,000	
1995-11-00-001-23-0-HI-19951100001							
		0	300	0	0	300	0
6219	GEN OP PROF SVCS OTHER						
	AUDIOLOGY DIRECT SERVICES PROVIDED TO SPED STUDENTS					0	
	-TESTING, EVALUATIONS, MONITORING					300	
1995-11-00-001-25-0-00-19951100001							
		0	2,150	0	0	2,100	0
6219	GEN OP PROF SVCS OTHER						
	DIRECT SERVICES PROVIDED TO BIL/ESL STUDENTS					2,100	
1995-11-01-001-23-0-00-19951101001							
		0	10,500	9,083	0	0	0
6219	GEN OP PROF SVCS OTHER						
	SPED DIRECT LSSP/BCBA SERVICES					11,000	
1995-11-02-001-23-0-00-19951102001							
		0	10,000	4,523	0	0	0
6219	GEN OP PROF SVCS OTHER						
	SPED DIRECT OT SERVICES					7,000	
1995-11-03-001-23-0-00-19951103001							
		0	500	395	0	0	0
6219	GEN OP PROF SVCS OTHER						
	SPED DIRECT PT SERVICES					500	
TOTAL	PROFESSIONAL SVCS	0	25,450	14,000	0	4,400	0
1995-11-00-001-23-0-00-19951100001							
		0	0	0	0	0	0
6299	GEN OP SPED MISC CONTRACTED S						
1995-11-ES-001-11-0-00-199511ES001							
		0	0	0	0	0	0
6299	GEN OP ES INSTR MISC CONTRACTED S						
1995-11-HS-001-11-0-00-199511HS001							
		0	7,000	0	0	7,000	0
6299	GEN OP HS INSTR MISC CONTRACTED S						
	RENT TO GLENSTAR FOR CONFERENCE ROOMS FOR IB EXAMS					7,000	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 11 - INSTR

ORGANIZATION / ACCOUNT	TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-11-MS-001-11-0-00-199511MS001		0	100	0	0	0	0
6299	GEN OP MS INSTR MISC CONTRACTED S						
TOTAL	MISC CONTRACTED SVCS	0	7,100	0	0	7,000	0
TOTAL	PROF & CONTRACTED SVC	0	32,550	14,000	0	11,400	0
1995-11-00-001-23-0-00-19951100001		0	200	0	0	0	0
6329	GEN OP SPED READING MATERIALS						
	CONTINGENCY READING MATERIALS					200	
TOTAL	TEXTBOOKS & READING MAT	0	200	0	0	0	0
1995-11-00-001-11-0-00-19951100001		0	0	-1,690	0	0	0
6339	GEN OP INSTR TESTING MATERIALS						
1995-11-02-001-11-0-00-19951102001		0	2,500	1,936	0	2,500	0
6339	GEN OP TESTING MATERIALS						
	SAT AND PSAT EXAM MATERIALS FOR GRADES 9-12					2,500	
1995-11-ES-001-11-0-00-199511ES001		0	500	0	0	500	0
6339	GEN OP ES INSTR TESTING MATERIALS						
	EXTRA MATH RESOURCE FOR FOUNDATIONAL ACTIVITIES					500	
1995-11-HS-001-11-0-00-199511HS001		0	650	35,021	0	650	0
6339	GEN OP HS INSTR TESTING MATERIALS						
	ADDITIONAL SUPPORT FOR FRL STUDENTS					650	
TOTAL	TESTING MATERIALS	0	3,650	35,267	0	3,650	0
1995-11-00-001-23-0-00-19951100001		0	5,000	3,425	0	3,500	0
6398	GEN OP SPED SUPPLIES TECHNOLO						
	SPED TECHNOLOGY PERIPHERALS					3,500	
1995-11-ES-001-11-0-00-199511ES001		0	29,350	30,506	0	30,500	0
6398	GEN OP ES INSTR SUPPLIES TECHNOLO						
	CURRENT ES TECHNOLOGY					30,000	
	K-5 SPANISH LANGUAGE					500	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

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FUND - 1995 - GEN OP
FUNCTION - 11 - INSTR

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-11-ES-001-36-0-00-199511ES001		0	0	500	0	500	0
6398	GEN OP ES INSTR E SUPPLIES TECHNOLO						
	EXTRA MATH PLATFORM					500	
1995-11-HS-001-11-0-00-199511HS001		0	15,416	16,972	0	15,500	0
6398	GEN OP HS INSTR SUPPLIES TECHNOLO						
	MANAGEBAC					8,000	
	CANVA					150	
	IREADY					4,000	
	TURNITIN					2,500	
	IB QUESTIONBANKS					850	
1995-11-MS-001-11-0-00-199511MS001		0	22,106	21,626	0	22,000	0
6398	GEN OP MS INSTR SUPPLIES TECHNOLO						
	I READY					12,000	
	MANAGEBAC					6,000	
	TURN IT IN					1,700	
	ED PUZZLE					1,300	
	POWERSCHOOL					1,000	
1995-11-00-001-11-0-00-19951100001		0	0	4,556	0	0	0
6399	GEN OP INSTR SUPPLIES GENERAL						
	PHYSICS EQUIPMENT					2,000	
	CHEMISTRY EQUIPMENT					1,500	
	CHEMISTRY CONSUMABLES					400	
	BIOLOGY EQUIPMENT					1,500	
	BIOLOGY CONSUMABLES					350	
	ESS CONSUMABLES					250	
1995-11-00-001-11-0-54-19951100001		0	300	0	0	300	0
6399	GEN OP 504 PROGRA SUPPLIES GENERAL						
	MISC (I.E. HEADPHONES, JOURNALS, CALCULATORS, ETC)					300	
1995-11-00-001-11-0-HI-19951100001		0	100	0	0	100	0
6399	GEN OP SUPPLIES GENERAL						
	HEARING SUPPLIES FOR STUDENTS					0	
	-HEARING APPARATUS					0	
	-HEARING AID BATTERIES					100	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

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FUND - 1995 - GEN OP
FUNCTION - 11 - INSTR

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-11-00-001-11-1-00-19951100001							
		0	1,500	0	0	1,500	0
6399	GEN OP SUPPLIES GENERAL						
	CLASSROOM TEXTS					200	
	TEACHER GUIDES					100	
	SECONDARY CLASSROOM LIBARY BOOKS					1,200	
1995-11-00-001-11-2-00-19951100001							
		0	4,400	0	0	4,400	0
6399	GEN OP SEC LANGUA SUPPLIES GENERAL						
	INTHINKING SOLUTIONS					500	
	SPANISH NATIONAL EXAMS					1,500	
	FRENCH NATIONAL EXAMS					450	
	TEACHER MEMBERSHIP NATIONAL EXAMS					350	
	HEADPHONES					800	
	FRENCH CLASSROOM BOOKS					300	
	STATIONARY FOR LANGUAGE B CLASSROOMS					500	
1995-11-00-001-11-3-00-19951100001							
		0	1,000	0	0	1,000	0
6399	GEN OP SUPPLIES GENERAL						
	INTHINKING HISTORY					270	
	INTHIKING ECONOMICS					280	
	TEACHER TEXTBOOKS HISTORY AMERICAS					100	
	AP PREP BOOKS					150	
	CLASSROOM CALCULATORS ECONOMICS					50	
	MISECELLANEOUS CLASSROOM ITEMS					150	
1995-11-00-001-11-4-00-19951100001							
		0	6,000	0	0	6,500	0
6399	GEN OP SUPPLIES GENERAL						
	SCIENCE SUPPLIES					6,000	
	MICROSCOPE REPLACEMENT (ONE-TIME)					500	
1995-11-00-001-11-5-00-19951100001							
		0	1,500	0	0	1,500	0
6399	GEN OP SUPPLIES GENERAL						
	WIPEBOOKS (WHITEBOARDS FOR COLLABORATION)					600	
	RULER					50	
	DP MOCK EXAMS AND EBOOKS					300	
	DP TESTBANK					300	
	GEOMETRIC SHAPES AND NETS (2 SETS)					150	
	MATH VOCAB POSTERS (5 SETS)					100	
1995-11-00-001-11-6-00-19951100001							
		0	2,500	0	0	3,200	0
6399	GEN OP SUPPLIES GENERAL						

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

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FUND - 1995 - GEN OP
FUNCTION - 11 - INSTR

ORGANIZATION / ACCOUNT ---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
G6-8 - BLICK: CANVAS PACK					100	
G6-8 - NASCO (PAPER, PENS, PENCILS, PAINT, ETC)					600	
G9-12 - NASCO (PAINTS, PAPER, PIPETTES, CHARCOAL, ETC)					1,900	
MUSIC - DIGITAL PORTFOLIO SUBSCRIPTION AND SUPPLIES					200	
ADDITIONAL MUSIC SUPPLIES					400	
1995-11-00-001-11-7-00-19951100001						
6399 GEN OP SUPPLIES GENERAL	0	1,020	0	0	1,500	0
THEATRE SUPPLIES FOR CLASS					500	
THEATRE SUPPLIES FOR SET PRODUCTIONS (FALL AND SPRING)					1,000	
1995-11-00-001-22-0-00-19951100001						
6399 GEN OP SUPPLIES GENERAL	0	4,000	493	0	4,000	0
TYPING CLUB					900	
DESIGN BOOKS					200	
KEYBOARD TRAINER					450	
CANVA FOR TEACHERS					400	
DIGITAL PLATFORMS					200	
OSHA TRAINING					200	
COMPUTER TOOL KITS					300	
MANIPULATIVES					1,000	
MARKERSPACE COMSUMABLES					200	
CHARGING ACCESSORIES					150	
1995-11-00-001-23-0-00-19951100001						
6399 GEN OP SPED SUPPLIES GENERAL	0	3,000	921	0	1,000	0
CAMPUS SPED SUPPLIES					1,000	
1995-11-00-001-23-0-HI-19951100001						
6399 GEN OP SUPPLIES GENERAL	0	300	1,815	0	300	0
HEARING SUPPLIES FOR SPED STUDENTS					0	
-HEARING APPARATUS					0	
-HEARING AID BATTERIES					300	
1995-11-00-001-25-0-00-19951100001						
6399 GEN OP SUPPLIES GENERAL	0	100	0	0	100	0
GEN SUPPLIES (I.E. FOLDERS, FILING ORGANIZERS)					100	
1995-11-00-001-37-0-00-19951100001						
6399 GEN OP SUPPLIES GENERAL	0	450	0	0	450	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

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FUND - 1995 - GEN OP
FUNCTION - 11 - INSTR

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
	GEN SUPPLIES (I.E. FOLDERS, FILING CABINET)					450	
1995-11-ES-001-11-0-00-199511ES001		0	5,000	3,533	0	5,000	0
6399	GEN OP ES INSTR SUPPLIES GENERAL						
	COPY PAPER, MISC. AMAZON SUPPLIES, POSTER PAPER,					0	
	SPELLING BEE TROPHIES, LARGE PAPER ROLLS, SCH SPEC. SUP					0	
	LAMINATOR MATERIALS, CRAFT SUPPLIES					5,000	
1995-11-ES-001-11-0-01-199511ES001		0	1,600	820	0	1,600	0
6399	GEN OP SUPPLIES GENERAL						
	GENERAL ART SUPPLIES, PAINTS, CONSTRUCTION MATERIALS,					1,600	
	VARIOUS QUALITY WRITING PAPER, CONTAINERS, BRUSHES,					0	
	CLAY, ART SKETCH BOOKS					0	
1995-11-ES-001-11-0-02-199511ES001		0	1,200	207	0	1,200	0
6399	GEN OP SUPPLIES GENERAL						
	MUSICAL NOTE PAPER, RECORDERS AND MUSIC SHEETS,					0	
	RECORDER BOOKS, PYP UNITS OF INQUIRY RESOURCES,					0	
	PERCUSSION MATERIALS, CARTRIDGE PAPER					1,200	
1995-11-ES-001-11-0-03-199511ES001		0	700	37	0	700	0
6399	GEN OP SUPPLIES GENERAL						
	SKIP RPS, RANGE OF BALLS, CONES, CLOTH TAGS, VAR GAMES					700	
1995-11-ES-001-11-0-04-199511ES001		0	700	395	0	700	0
6399	GEN OP SUPPLIES GENERAL						
	2 X SPANISH SPANISH BOOKS, CONSTRUCTION MATERIALS,					0	
	PAPER, WRITING AND DRAWING MATERIALS					700	
1995-11-ES-001-11-0-05-199511ES001		0	2,000	0	0	2,000	0
6399	GEN OP SUPPLIES GENERAL						
	STORAGE BOXES, IMPROVING MORPHEME AWARENESS-BASE WORDS,					0	
	PREFIXES, GREEK ROOTS, HIGH INTEREST DECODABLE CHAPTER					0	
	BOOKS					2,000	
1995-11-ES-001-11-0-06-199511ES001		0	5,500	414	0	5,500	0
6399	GEN OP SUPPLIES GENERAL						

WESTLAKE ACADEMY
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FUND - 1995 - GEN OP
FUNCTION - 11 - INSTR

ORGANIZATION / ACCOUNT / TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
MATHEMATICS NOTEBOOKS FOR STUDENTS GR. 3-5, AUGMENTED					0	
DRIVEN INQ, GUEST SPEAKERS SUCH AS CO-SERVE, CONSTRUCT					5,500	
CONSTRUCTION MATERIALS, PAPER					0	
1995-11-ES-001-11-1-00-199511ES001	0	400	0	0	400	0
6399 GEN OP SUPPLIES GENERAL						
CLS PENCILS, MAT, FOLDERS, MANIP CONST, PLAYDOUGH					400	
1995-11-ES-001-11-2-00-199511ES001	0	400	194	0	400	0
6399 GEN OP SUPPLIES GENERAL						
PAPER MAT, CONST MAT, MANIPULATIVES, WRITING INST, CONT					400	
1995-11-ES-001-11-3-00-199511ES001	0	400	0	0	400	0
6399 GEN OP SUPPLIES GENERAL						
MATERIALS AND SUPPLIES FOR CLASSROOM					400	
1995-11-ES-001-11-4-00-199511ES001	0	400	0	0	400	0
6399 GEN OP SUPPLIES GENERAL						
CLASSROOM MATERIALS AND SUPPLIES					400	
1995-11-ES-001-11-5-00-199511ES001	0	400	500	0	400	0
6399 GEN OP SUPPLIES GENERAL						
MATERIALS AND SUPPLIES FOR CLASSROOMS					400	
1995-11-ES-001-11-K-00-199511ES001	0	400	328	0	400	0
6399 GEN OP SUPPLIES GENERAL						
CLASSROOM MATERIALS AND SUPPLIES					400	
1995-11-ES-001-24-0-00-199511ES001	0	100	0	0	100	0
6399 GEN OP ES INSTR C SUPPLIES GENERAL						
MATERIALS FOR READING SPECIALIST-LINED PAPER, FOLDERS,					0	
PHONEMIC AWARENESS CHARTS					100	
1995-11-ES-001-36-0-00-199511ES001	0	3,000	0	0	3,000	0
6399 GEN OP ES INSTR E SUPPLIES GENERAL						
STEMSCOPES ACCELERATED LEARNING SCIENCE READERS					3,000	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 11 - INSTR

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-11-HS-001-11-0-00-199511HS001		0	3,860	2,208	0	3,800	0
6399	GEN OP HS INSTR SUPPLIES GENERAL						
	IB PAST EXAM PAPERS					600	
	RETURN OF DP STUDENT EXAM WORK					400	
	IB QUESTION BANKS					1,500	
	HS STATIONARY FOR INSTRUCTION					1,300	
1995-11-HS-001-11-0-01-199511HS001		0	1,000	81	0	1,000	0
6399	GEN OP SUPPLIES GENERAL						
	SHIPPING IB EXAMS TO US SCANNING CENTER					500	
	SHIPPING IB EXAMS TO UK SCANNING CENTER					500	
1995-11-MS-001-11-0-00-199511MS001		0	3,090	1,780	0	3,000	0
6399	GEN OP MS INSTR SUPPLIES GENERAL						
	MISC. AMAZON SUPP (I.E.PENCILS, EXPOS, ERASERS, ETC)					1,800	
	STUDENT ID COLOR PRINTER CARTRIDGES					100	
	OFFICE DEPOT SUPPLIES (COPY PAPER					1,000	
	PADLET					100	
1995-11-MS-001-11-8-00-199511MS001		0	250	0	0	250	0
6399	GEN OP SUPPLIES GENERAL						
	REPLACEMENT OR NEW SUPPLIES (I.E. RACQUETS, FOAM BALLS)					250	
TOTAL	SUPPLIES & MATERIALS	0	128,442	91,310	0	128,100	0
TOTAL	SUPPLIES & MATERIALS	0	132,292	126,577	0	131,750	0
1995-11-00-001-23-0-00-19951100001		0	100	0	0	0	0
6495	GEN OP SPED PROF FEES & DUES						
	ANNUAL DUES FOR COORD					100	
1995-11-ES-001-11-0-00-199511ES001		0	7,157	130	0	500	0
6495	GEN OP ES INSTR PROF FEES & DUES						
	ES PROFESSIONAL MEMBERSHIPS					500	
1995-11-ES-001-11-0-01-199511ES001		0	200	0	0	200	0
6495	GEN OP PROF FEES & DUES						

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 11 - INSTR

ORGANIZATION / ACCOUNT	TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
	TEACHER MEMBERSHIPS OF PROF ORGANIZATIONS					200	
1995-11-HS-001-11-0-00-199511HS001		0	9,786	176	0	500	0
6495	GEN OP HS INSTR PROF FEES & DUES						
	MISCELLANEOUS DUES & MEMBERSHIPS					500	
1995-11-HS-001-11-0-01-199511HS001		0	150	0	0	0	0
6495	GEN OP PROF FEES & DUES						
	COLLEGE BOARD ANNUAL FEES					500	
1995-11-MS-001-11-0-00-199511MS001		0	8,442	365	0	500	0
6495	GEN OP MS INSTR PROF FEES & DUES						
	VARIOUS PROFESSIONAL FEES & DUES					500	
1995-11-MS-001-11-0-01-199511MS001		0	112	0	0	500	0
6495	GEN OP PROF FEES & DUES						
	LANG B (INTHINKING SOLUTIONS) (64 X 4)					256	
	TAPHERD FOR PHE (70 X 3)					210	
	MISCELLANEOUS DUES					34	
1995-11-00-001-23-0-00-19951100001		0	100	55	0	0	0
6499	GEN OP SPED MISC OPERATING EX						
1995-11-ES-001-11-0-00-199511ES001		0	700	61	0	700	0
6499	GEN OP ES INSTR MISC OPERATING EX						
	FOOD AND SNACKS FOR MEETINGS					700	
1995-11-HS-001-11-0-00-199511HS001		0	1,000	102	0	500	0
6499	GEN OP HS INSTR MISC OPERATING EX						
	ADDITIONAL FOOD AND DRINKS IB EXAMS					250	
	FOOD AND DRINK FOR HS STUDENT CELEBRATIONS					250	
1995-11-HS-001-11-0-01-199511HS001		0	5,000	0	0	5,000	0
6499	GEN OP MISC OPERATING EX						
	JOSTENS HS DIPLOMA					1,800	
	GRADUATION COVERS					2,000	
	GRADUATION REGALIA (FACULTY AND STUDENT)					400	
	GRADUATION CORDS					800	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 11 - INSTR

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-11-HS-001-11-0-02-199511HS001		0	30,000	19,715	0	30,000	0
6499	GEN OP MISC OPERATING EX						
	HURST CONFERENCE CENTER					13,000	
	VGS GRADUATION COORDINATOR					5,000	
	ZURIEL MEREK (MUSIC0					1,500	
	PHOTOGRAPHER					1,500	
	SIGNAGE					1,000	
	PROGRAMS					6,000	
	FLOWERS					2,000	
1995-11-MS-001-11-0-00-199511MS001		0	600	56	0	600	0
6499	GEN OP MS INSTR MISC OPERATING EX						
	MISC FEES & SNACKS FOR STUDENT ACTIVITIES					600	
TOTAL	MISC OPERATING EXPENSES	0	63,347	20,659	0	39,000	0
TOTAL	OTHER OPERATING COSTS	0	63,347	20,659	0	39,000	0
TOTAL	EXPENDITURES	0	228,189	161,237	0	182,150	0
TOTAL	INSTR	0	228,189	161,237	0	182,150	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 12 - INSTR RESCS & MEDIA

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-12-00-001-11-0-00-19951200001							
		0	0	0	0	6,000	0
6329	GEN OP READING MATERIALS						
	LIBRARY BOOKS FOR SECONDARY LIBRARY					6,000	
1995-12-ES-001-11-0-00-199512ES001							
		0	5,000	2,681	0	5,000	0
6329	GEN OP READING MATERIALS						
	LIBRARY BOOKS PSB, FICTION, NON-FICTION AND REFERENCE					5,000	
TOTAL	TEXTBOOKS & READING MAT	0	5,000	2,681	0	11,000	0
1995-12-00-001-11-0-00-19951200001							
		0	5,000	3,167	0	5,000	0
6398	GEN OP SUPPLIES TECHNOLO						
	LIBRARY TECHNOLOGY					0	
	-OVERDRIVE (ELECTRONIC BOOKS)					0	
	-JSTOR (ELECTRONIC LIBRARY)					5,000	
1995-12-00-001-11-0-00-19951200001							
		0	626	210	0	1,200	0
6399	GEN OP SUPPLIES GENERAL						
	GENERAL SUPPLIES FOR LIBRARIES					0	
	-BOOK MARKS					0	
	-BOOK COVERS					0	
	-SHELVING MATERIALS					600	
	ONE TIME BOOK TRUCK					600	
1995-12-ES-001-11-0-00-199512ES001							
		0	600	225	0	600	0
6399	GEN OP SUPPLIES GENERAL						
	BOOK DIVIDERS, BOOK BUCKETS, BOOK STANDS, LEGO MAT,					0	
	SETS OF MARKERS, SCISSORS, GLUE, WIRE SHELVING, GAMES					0	
	AND PUZZLES					600	
TOTAL	SUPPLIES & MATERIALS	0	6,226	3,602	0	6,800	0
TOTAL	SUPPLIES & MATERIALS	0	11,226	6,282	0	17,800	0
1995-12-00-001-11-0-00-19951200001							
		0	1,000	426	0	1,000	0
6411	GEN OP EMPLOYEE TRAINING						
	TEACHER LIBRARIAN PROFETRAININGSSIONAL DEVELOPMENT AND					0	
	AND CONFERENCES					1,000	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 12 - INSTR RESCS & MEDIA

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-12-ES-001-11-0-00-199512ES001							
		0	2,000	436	0	2,000	0
6411	GEN OP EMPLOYEE TRAINING						
	TEACHER LIBRARIAN PROFESSIONAL DEVELOPMENT AND TRAINING					0	
	AND CONFERENCES					2,000	
TOTAL	TRAINING & TRAVEL	0	3,000	862	0	3,000	0
1995-12-00-001-11-0-00-19951200001							
		0	169	176	0	400	0
6495	GEN OP PROF FEES & DUES						
	TLA MEMBERSHIP					200	
	ALA MEMBERSHIP					200	
1995-12-ES-001-11-0-00-199512ES001							
		0	100	187	0	200	0
6495	GEN OP PROF FEES & DUES						
	MEMBERSHIPS / ASCA AND LSSSCA (LONE STAR STATE SCHOOL					200	
	COUNCIL ASSOC					0	
1995-12-00-001-11-0-00-19951200001							
		0	102	0	0	100	0
6499	GEN OP MISC OPERATING EX						
	SMALL SNACKS/CANDY IN LIBRARY FOR STUDENTS					100	
1995-12-ES-001-11-0-00-199512ES001							
		0	100	0	0	100	0
6499	GEN OP MISC OPERATING EX						
	ES LIBRARY SNACK/CANDY FOR STUDENTS					100	
TOTAL	MISC OPERATING EXPENSES	0	471	363	0	800	0
TOTAL	OTHER OPERATING COSTS	0	3,471	1,225	0	3,800	0
TOTAL	EXPENDITURES	0	14,697	7,507	0	21,600	0
TOTAL	INSTR RESCS & MEDIA	0	14,697	7,507	0	21,600	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 13 - CURRICULUM & STAFF DEV

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-13-ES-001-99-0-00-199513ES001							
		0	150	0	0	150	0
6219	GEN OP PROF SVCS OTHER						
	DIRECT & INDIRECT AUDIOLOGIST SERVICES					150	
1995-13-HS-001-99-0-00-199513HS001							
		0	85	0	0	85	0
6219	GEN OP PROF SVCS OTHER						
	DIRECT & INDIRECT AUDIOLOGIST SERVICES					85	
1995-13-MS-001-99-0-00-199513MS001							
		0	65	0	0	65	0
6219	GEN OP PROF SVCS OTHER						
	DIRECT & INDIRECT AUDIOLOGIST SERVICES					65	
TOTAL	PROFESSIONAL SVCS	0	300	0	0	300	0
1995-13-00-001-99-0-00-19951300001							
		0	1,000	0	0	0	0
6299	GEN OP MISC CONTRACTED S						
1995-13-ES-001-99-0-00-199513ES001							
		0	0	3,000	0	0	0
6299	GEN OP MISC CONTRACTED S						
TOTAL	MISC CONTRACTED SVCS	0	1,000	3,000	0	0	0
TOTAL	PROF & CONTRACTED SVC	0	1,300	3,000	0	300	0
1995-13-00-001-99-0-00-19951300001							
		0	1,000	449	0	0	0
6398	GEN OP SUPPLIES TECHNOLO						
1995-13-00-001-99-0-00-19951300001							
		0	300	0	0	0	0
6399	GEN OP SUPPLIES GENERAL						
1995-13-ES-001-99-0-00-199513ES001							
		0	0	418	0	500	0
6399	GEN OP SUPPLIES GENERAL						
	PROFESSIONAL DEV READ MATERIALS AND SUPPLIES					500	
1995-13-HS-001-99-0-00-199513HS001							
		0	0	0	0	0	0
6399	GEN OP SUPPLIES GENERAL						
1995-13-MS-001-99-0-00-199513MS001							
		0	0	0	0	0	0
6399	GEN OP SUPPLIES GENERAL						
TOTAL	SUPPLIES & MATERIALS	0	1,300	867	0	500	0
TOTAL	SUPPLIES & MATERIALS	0	1,300	867	0	500	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

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FUND - 1995 - GEN OP
FUNCTION - 13 - CURRICULUM & STAFF DEV

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-13-00-001-23-0-00-19951300001		0	1,500	50	0	0	0
6411	GEN OP EMPLOYEE TRAINING						
1995-13-00-001-99-0-00-19951300001		0	0	777	0	0	0
6411	GEN OP EMPLOYEE TRAINING						
1995-13-ES-001-36-0-RD-199513ES001		0	6,000	6,000	0	6,000	0
6411	READING ACADEMY EMPLOYEE TRAINING						
	REQUIRED BY TEA FOR K-GR. 3 TEACHERS-SCI OF TEAC READ					6,000	
1995-13-ES-001-99-0-00-199513ES001		0	20,200	4,369	0	20,000	0
6411	GEN OP EMPLOYEE TRAINING						
	4 TCHRS IB TRAINING (REGISTR, TRVL, MEAL, HOTEL)					20,000	
1995-13-HS-001-99-0-00-199513HS001		0	17,000	0	0	17,000	0
6411	GEN OP EMPLOYEE TRAINING						
	BUSINESS MANAGEMENT CAT 2					2,000	
	TOK CAT 2					2,000	
	SPANISH AB CAT 2					2,000	
	ECONOMICS CATE 2					2,000	
	ESS CAT 2					2,000	
	MYP PHYSICS CAT 2					2,000	
	DP MATH AA/AI					2,000	
	ENGLISH LIT CAT 2					2,000	
	LOCAL CAT 2 TRAINING					1,000	
1995-13-MS-001-99-0-00-199513MS001		0	12,500	910	0	12,500	0
6411	GEN OP EMPLOYEE TRAINING						
	MATHEMATICS CAT 2 TRAINING					2,000	
	LANGUAGE AND LITERATURE CAT 2 TRAINING					2,000	
	LANGUAGE ACQUISITION CAT 1 TRAINING					2,000	
	DESIGN CAT 1 TRAINING					2,000	
	SCIENCES CAT 2 TRAINING					2,000	
	INDIVIDUALS AND SOCIETIES CAT 2 TRAINING					2,000	
	PHE TAPHERD TRAINING					500	
TOTAL	TRAINING & TRAVEL	0	57,200	12,107	0	55,500	0
1995-13-00-001-99-0-00-19951300001		0	3,500	0	0	0	0
6499	GEN OP MISC OPERATING EX						
1995-13-ES-001-99-0-00-199513ES001		0	100	679	0	300	0
6499	GEN OP MISC OPERATING EX						

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 13 - CURRICULUM & STAFF DEV

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
	PROFESSIONAL DEV MATERIALS FOR TRAINING					300	
1995-13-MS-001-99-0-00-199513MS001		0	0	0	0	0	0
6499	GEN OP MISC OPERATING EX						
TOTAL	MISC OPERATING EXPENSES	0	3,600	679	0	300	0
TOTAL	OTHER OPERATING COSTS	0	60,800	12,786	0	55,800	0
TOTAL	EXPENDITURES	0	63,400	16,653	0	56,600	0
TOTAL	CURRICULUM & STAFF DEV	0	63,400	16,653	0	56,600	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 21 - INSTR LEADERSHIP

ORGANIZATION / ACCOUNT	TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-21-DP-001-11-0-00-199521DP001		0	0	0	0	0	0
6399	GEN OP DP INSTR C SUPPLIES GENERAL						
1995-21-MP-001-11-0-00-199521MP001		0	0	28	0	0	0
6399	GEN OP MYP STR CO SUPPLIES GENERAL						
1995-21-PP-001-11-0-00-199521PP001		0	0	0	0	0	0
6399	GEN OP PYP INSTR SUPPLIES GENERAL						
TOTAL	SUPPLIES & MATERIALS	0	0	28	0	0	0
TOTAL	SUPPLIES & MATERIALS	0	0	28	0	0	0
1995-21-DP-001-11-0-00-199521DP001		0	1,110	0	0	1,110	0
6411	GEN OP DP INSTR C EMPLOYEE TRAINING						
	IB DP COORDINATOR TRAINING CAT 2					1,110	
1995-21-ES-001-11-0-00-199521ES001		0	0	0	0	0	0
6411	GEN OP ES INSTR C EMPLOYEE TRAINING						
	PYP COORDINATOR TRAVEL/TRAINING MOVED FROM PP					2,000	
1995-21-MP-001-11-0-00-199521MP001		0	2,000	0	0	2,000	0
6411	GEN OP MYP STR CO EMPLOYEE TRAINING						
	IB MYP COORDINATOR TRAINING CAT 2					2,000	
1995-21-PP-001-11-0-00-199521PP001		0	2,000	0	0	0	0
6411	GEN OP PYP INSTR EMPLOYEE TRAINING						
TOTAL	TRAINING & TRAVEL	0	5,110	0	0	3,110	0
1995-21-DP-001-11-0-00-199521DP001		0	300	9,786	0	10,086	0
6495	GEN OP DP INSTR C PROF FEES & DUES						
	ANNUAL IBO DUES - DP					9,786	
	TIBS DUES					300	
1995-21-MP-001-11-0-00-199521MP001		0	300	8,442	0	8,742	0
6495	GEN OP MYP STR CO PROF FEES & DUES						
	TIB FEES AND DUES					300	
	IBO ANNUAL DUES - MYP					8,442	
1995-21-PP-001-11-0-00-199521PP001		0	300	7,157	0	7,457	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 21 - INSTR LEADERSHIP

ORGANIZATION ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
6495	GEN OP PYP INSTR PROF FEES & DUES						
	IBO ANNUAL DUES - PYP					7,157	
	TIBS DUES					300	
TOTAL	MISC OPERATING EXPENSES	0	900	25,385	0	26,285	0
TOTAL	OTHER OPERATING COSTS	0	6,010	25,385	0	29,395	0
TOTAL	EXPENDITURES	0	6,010	25,413	0	29,395	0
TOTAL	INSTR LEADERSHIP	0	6,010	25,413	0	29,395	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 23 - SCH LEADERSHIP

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-23-00-001-99-0-00-19952300001		0	43,620	43,620	0	0	0
6299	GEN OP MISC CONTRACTED S						
TOTAL	MISC CONTRACTED SVCS	0	43,620	43,620	0	0	0
TOTAL	PROF & CONTRACTED SVC	0	43,620	43,620	0	0	0
1995-23-00-001-99-0-00-19952300001		0	3,000	342	0	0	0
6398	GEN OP SUPPLIES TECHNOLO						
1995-23-00-001-23-0-00-19952300001		0	0	0	0	0	0
6399	GEN OP SUPPLIES GENERAL						
1995-23-00-001-99-0-00-19952300001		0	1,000	14	0	0	0
6399	GEN OP SUPPLIES GENERAL						
1995-23-HS-001-99-0-00-199523HS001		0	150	56	0	150	0
6399	GEN OP HS CAMPUS SUPPLIES GENERAL						
	OFFICE SUPPLIES FOR HS PRINCIPAL AND AP					150	
1995-23-MS-001-99-0-00-199523MS001		0	100	28	0	0	0
6399	GEN OP MS CAMPUS SUPPLIES GENERAL						
TOTAL	SUPPLIES & MATERIALS	0	4,250	440	0	150	0
TOTAL	SUPPLIES & MATERIALS	0	4,250	440	0	150	0
1995-23-00-001-23-0-00-19952300001		0	3,000	170	0	0	0
6411	GEN OP EMPLOYEE TRAINING						
1995-23-00-001-99-0-00-19952300001		0	3,000	2,897	0	0	0
6411	GEN OP EMPLOYEE TRAINING						
1995-23-ES-001-99-0-01-199523ES001		0	0	0	0	0	0
6411	GEN OP EMPLOYEE TRAINING						
1995-23-HS-001-99-0-00-199523HS001		0	6,000	196	0	6,000	0
6411	GEN OP HS CAMPUS EMPLOYEE TRAINING						
	PRINCIPAL AND AP TASSP CONFERENCE					2,000	
	PRINCIPAL AND AP IB AMERICAS CONFERENCE					4,000	
1995-23-HS-001-99-0-01-199523HS001		0	0	0	0	0	0
6411	GEN OP EMPLOYEE TRAINING						
1995-23-HS-001-99-0-02-199523HS001		0	0	0	0	0	0
6411	GEN OP EMPLOYEE TRAINING						

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 23 - SCH LEADERSHIP

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-23-MS-001-99-0-00-199523MS001							
		0	6,000	3,622	0	6,000	0
6411	GEN OP MS CAMPUS EMPLOYEE TRAINING						
	PRINCIPAL AND AP TASSP CONFERENCE					2,000	
	PRINCIPAL AND AP IB AMERICAS CONFERENCE					4,000	
1995-23-MS-001-99-0-01-199523MS001							
		0	0	0	0	0	0
6411	GEN OP MS CAMPUS EMPLOYEE TRAINING						
1995-23-MS-001-99-0-02-199523MS001							
		0	0	0	0	0	0
6411	GEN OP MS CAMPUS EMPLOYEE TRAINING						
TOTAL	TRAINING & TRAVEL	0	18,000	6,885	0	12,000	0
1995-23-00-001-99-0-00-19952300001							
		0	0	0	0	0	0
6495	GEN OP PROF FEES & DUES						
1995-23-HS-001-99-0-00-199523HS001							
		0	1,000	333	0	1,000	0
6495	GEN OP HS CAMPUS PROF FEES & DUES						
	TASSP MEMBERSHIP PRINCIPAL					330	
	TASSP MEMBERSHIP AP					330	
	TASA MEMBERSHIP					340	
1995-23-MS-001-99-0-00-199523MS001							
		0	750	1,019	0	750	0
6495	GEN OP MS CAMPUS PROF FEES & DUES						
	TASSP MEMBERSHIP					540	
	ATPE					310	
1995-23-00-001-99-0-00-19952300001							
		0	0	1,874	0	0	0
6499	GEN OP MISC OPERATING EX						
1995-23-HS-001-99-0-00-199523HS001							
		0	750	0	0	750	0
6499	GEN OP HS CAMPUS MISC OPERATING EX						
	FOOD AND DRINK FOR FACULTY MEETINGS					750	
1995-23-MS-001-99-0-00-199523MS001							
		0	750	0	0	750	0
6499	GEN OP MS CAMPUS MISC OPERATING EX						
	SNACKS/MEALS DURING MEETINGS AND TRAININGS					750	
TOTAL	MISC OPERATING EXPENSES	0	3,250	3,226	0	3,250	0
TOTAL	OTHER OPERATING COSTS	0	21,250	10,111	0	15,250	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 23 - SCH LEADERSHIP

ORGANIZATION / ACCOUNT	TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
TOTAL	EXPENDITURES	0	69,120	54,171	0	15,400	0
TOTAL	SCH LEADERSHIP	0	69,120	54,171	0	15,400	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 31 - GUIDANCE & COUNSELING

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-31-00-001-23-0-HI-19953100001							
		0	300	0	0	300	0
6219	GEN OP PROF SVCS OTHER						
	AUDIOLOGY SERVICES PROVIDED INDIRECTLY TO SPED STUDENTS					0	
	-COMPLIANCE REPORTING					0	
	-ARD MEETINGS					300	
1995-31-00-001-25-0-00-19953100001							
		0	2,500	0	0	2,500	0
6219	GEN OP PROF SVCS OTHER						
	INDIRECT SERVICES PROVIDED TO BILINGUAL/ESL STUDENTS					2,500	
	-COMPLIANCE REPORTING					0	
	-ARD MEETINGS					0	
1995-31-00-001-99-0-HI-19953100001							
		0	430	653	0	430	0
6219	GEN OP PROF SVCS OTHER						
	AUDIOLOGY SERVICES PROVIDED INDIRECTLY TO SPED STUDENTS					0	
	-COMPLIANCE REPORTING					0	
	-ARD MEETINGS					0	
1995-31-01-001-23-0-00-19953101001							
		0	10,000	4,605	0	10,000	0
6219	GEN OP PROF SVCS OTHER						
	LICENSED SPECIALIST IN SCH PSYCHOLOGY (LSSP) AND BOARD					0	
	CERTIFIED BEHAVIOR ANALYST (BCBA) SERVICES INDIRECTLY					0	
	PROVIDED TO SPED STUDENTS					0	
	-COMPLIANCE REPORTING					0	
	-ARD MEETINGS					0	
	CURRENT CONTRACTORS:					0	
	-CANDOR CONSULTING & DIAGNOSTICS LLC					0	
	-LAURA CULEBRO					10,000	
1995-31-02-001-23-0-00-19953102001							
		0	5,000	1,442	0	5,000	0
6219	GEN OP PROF SVCS OTHER						
	OCCUPATIONAL THERAPY (OT) SERVICES INDIRECTLY PROVIDED					0	
	TO SPED STUDENTS					0	
	-COMPLIANCE REPORTING					0	
	-ARD MEETINGS					0	
	CURRENT CONTRACTOR:					0	
	INVO HEALTHCARE ASSOCIATES					5,000	
1995-31-03-001-23-0-00-19953103001							
		0	1,500	0	0	1,500	0
6219	GEN OP PROF SVCS OTHER						

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 31 - GUIDANCE & COUNSELING

ORGANIZATION / ACCOUNT	TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
	PHYSICAL THERAPY (PT) SERVICES INDIRECTLY PROVIDED TO					0	
	SPED STUDENTS					0	
	-COMPLIANCE REPORTING					0	
	-ARD MEETING					0	
	CURRENT CONTRACTOR:					0	
	INVO HEALTHCARE ASSOCIATES					1,500	
TOTAL	PROFESSIONAL SVCS	0	19,730	6,699	0	19,730	0
1995-31-01-001-99-0-00-19953101001		0	3,500	999	0	3,500	0
6299	GEN OP MISC CONTRACTED S						
	COUNSELING EDUCATION SERVICES					0	
	-CHARACTER STRONG					0	
	-HOPE SQUAD					3,500	
TOTAL	MISC CONTRACTED SVCS	0	3,500	999	0	3,500	0
TOTAL	PROF & CONTRACTED SVC	0	23,230	7,698	0	23,230	0
1995-31-00-001-99-0-00-19953100001		0	500	5,150	0	500	0
6398	GEN OP SUPPLIES TECHNOLO						
	TECHNOLOGY:					0	
	-PARCHMENT					500	
1995-31-ES-001-99-0-00-199531ES001		0	200	0	0	200	0
6399	GEN OP ES GUIDANC SUPPLIES GENERAL						
	STICKERS, CHART PAPER, PENS, PENCILS, MARKERS, FOOD					0	
	SUPPLIES, PONY BEADS FOR IB LP, LETTERS					200	
1995-31-HS-001-38-0-00-199531HS001		0	300	0	0	300	0
6399	GEN OP HS GUIDANC SUPPLIES GENERAL						
	OFFICE SUPPLIES FOR GUIDANCE COUNSELOR					100	
1995-31-HS-001-99-0-00-199531HS001		0	500	57	0	500	0
6399	GEN OP HS GUIDANC SUPPLIES GENERAL						
	HS COLLEGE COUNSELOR OFFICE SUPPLIES					100	
	SHIPPING EXPENSES					400	
1995-31-MS-001-99-0-00-199531MS001		0	1,075	247	0	0	0
6399	GEN OP MS GUIDANC SUPPLIES GENERAL						

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 31 - GUIDANCE & COUNSELING

ORGANIZATION / ACCOUNT	TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
	MOVED TO 1995-31-MS-001-99-00-3699					0	
TOTAL	SUPPLIES & MATERIALS	0	2,575	5,454	0	1,500	0
TOTAL	SUPPLIES & MATERIALS	0	2,575	5,454	0	1,500	0
1995-31-ES-001-99-0-00-199531ES001		0	1,200	1,048	0	1,200	0
6411	GEN OP ES GUIDANC EMPLOYEE TRAINING						
	COUNSELING WORKSHOPS AND PROFESSIONAL DEVELOPMENT					1,200	
1995-31-HS-001-38-0-00-199531HS001		0	3,000	1,454	0	3,000	0
6411	GEN OP HS GUIDANC EMPLOYEE TRAINING						
	NACAC CONFERENCE					2,600	
	TACAC CONFERENCE					1,250	
	COUNSELOR FLY IN UBER, FOOD, PARKING					500	
	COUNSELOR BREAKFASTS					200	
1995-31-HS-001-99-0-00-199531HS001		0	2,000	0	0	2,000	0
6411	GEN OP HS GUIDANC EMPLOYEE TRAINING						
	ASCA CONFERENCE					1,300	
	LONE STAR COUNSELOR CONVENTION					700	
1995-31-MS-001-99-0-00-199531MS001		0	2,000	626	0	2,000	0
6411	GEN OP MS GUIDANC EMPLOYEE TRAINING						
	ASCA CONFERENCE					1,300	
	LONE STAR COUNSELOR CONVENTION					700	
TOTAL	TRAINING & TRAVEL	0	8,200	3,128	0	8,200	0
1995-31-ES-001-99-0-00-199531ES001		0	450	396	0	450	0
6495	GEN OP ES GUIDANC PROF FEES & DUES						
	PROFESSIONAL ASSOCIATIONS					450	
1995-31-HS-001-38-0-00-199531HS001		0	300	435	0	500	0
6495	GEN OP HS GUIDANC PROF FEES & DUES						
	NACAC MEMBERSHIP					300	
	TCCA MEMBERSHIP					200	
1995-31-HS-001-99-0-00-199531HS001		0	750	0	0	350	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 31 - GUIDANCE & COUNSELING

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
6495	GEN OP HS GUIDANC PROF FEES & DUES						
	MISCELLANEOUS MEMBERSHIP					350	
1995-31-MS-001-99-0-00-199531MS001		0	300	99	0	300	0
6495	GEN OP MS GUIDANC PROF FEES & DUES						
	TCA (COUNSELING PROFESSIONAL MEMBERSHIP)					300	
1995-31-ES-001-99-0-00-199531ES001		0	450	269	0	450	0
6499	GEN OP ES GUIDANC MISC OPERATING EX						
	SNACKS FOR STUDENTS					450	
1995-31-HS-001-99-0-00-199531HS001		0	450	717	0	750	0
6499	GEN OP HS GUIDANC MISC OPERATING EX						
	FOOD FOR COLLEGE FAIR					750	
1995-31-MS-001-99-0-00-199531MS001		0	250	0	0	300	0
6499	GEN OP MS GUIDANC MISC OPERATING EX						
	MISC AND SNACKS FOR SCHOOL HOSTED EVENTS I.E HOPE WEEK					300	
TOTAL	MISC OPERATING EXPENSES	0	2,950	1,917	0	3,100	0
TOTAL	OTHER OPERATING COSTS	0	11,150	5,044	0	11,300	0
TOTAL	EXPENDITURES	0	36,955	18,196	0	36,030	0
TOTAL	GUIDANCE & COUNSELING	0	36,955	18,196	0	36,030	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 33 - HEALTH SVCS

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-33-00-001-99-0-00-19953300001							
		0	3,800	4,309	0	3,800	0
6219	GEN OPS PROF SVCS OTHER						
	HEALTH SCREENINGS					3,800	
TOTAL	PROFESSIONAL SVCS	0	3,800	4,309	0	3,800	0
TOTAL	PROF & CONTRACTED SVC	0	3,800	4,309	0	3,800	0
1995-33-00-001-99-0-00-19953300001							
		0	1,500	810	0	1,500	0
6399	GEN OPS SUPPLIES GENERAL						
	MEDICAL SUPPLIES FOR NURSE OFFICES					1,500	
TOTAL	SUPPLIES & MATERIALS	0	1,500	810	0	1,500	0
TOTAL	SUPPLIES & MATERIALS	0	1,500	810	0	1,500	0
1995-33-00-001-99-0-00-19953300001							
		0	200	171	0	200	0
6499	GEN OPS MISC OPERATING EX						
	STUDENT SNACKS					200	
TOTAL	MISC OPERATING EXPENSES	0	200	171	0	200	0
TOTAL	OTHER OPERATING COSTS	0	200	171	0	200	0
TOTAL	EXPENDITURES	0	5,500	5,290	0	5,500	0
TOTAL	HEALTH SVCS	0	5,500	5,290	0	5,500	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 36 - CO-CURRICULAR ACTV

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-36-00-001-99-0-00-19953600001							
		0	0	0	0	0	0
6398	GEN OP SUPPLIES TECHNOLO						
1995-36-00-001-99-0-00-19953600001							
		0	0	0	0	0	0
6399	GEN OP SUPPLIES GENERAL						
TOTAL	SUPPLIES & MATERIALS	0	0	0	0	0	0
TOTAL	SUPPLIES & MATERIALS	0	0	0	0	0	0
1995-36-00-750-99-0-HR-19953600750							
		0	6,000	5,943	0	6,700	0
6429	GEN OP STDNT ACCI INSURANCE/BONDING						
	STUDENT GENERAL INSURANCE					6,700	
1995-36-01-750-99-0-HR-19953601750							
		0	2,000	2,000	0	2,250	0
6429	GEN OP STDNT ACCI INSURANCE/BONDING						
	STUDENT ACCIDENT/HEALTH INSURANCE					2,250	
TOTAL	INSURANCE/BONDING COSTS	0	8,000	7,943	0	8,950	0
TOTAL	OTHER OPERATING COSTS	0	8,000	7,943	0	8,950	0
TOTAL	EXPENDITURES	0	8,000	7,943	0	8,950	0
TOTAL	CO-CURRICULAR ACTV	0	8,000	7,943	0	8,950	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 41 - GEN ADMIN

ORGANIZATION / ACCOUNT	TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-41-00-701-23-0-00-19954100701		0	2,500	4,125	0	15,200	0
6211	GEN OP LEGAL SVCS						
	SPED LEGAL SERVICES $10,700 MOVED FR 720 TECHNOLOGY					10,700	
	CURRENT BASE BUDGET					2,500	
1995-41-00-701-99-0-00-19954100701		0	40,000	33,795	0	40,000	0
6211	GEN OP LEGAL SVCS						
	CAMPUS LEGAL SERVICES					40,000	
1995-41-00-750-99-0-FN-19954100750		0	18,540	18,000	0	19,100	0
6212	GEN OP AUDIT SVCS						
	ANNUAL AUDIT (Y3 OF 3)					19,100	
1995-41-01-750-99-0-FN-19954101750		0	700	0	0	700	0
6212	GEN OP AUDIT SVCS						
	GASB 68/75 WORKSHEETS					700	
1995-41-00-701-99-0-00-19954100701		0	300	0	0	300	0
6214	GEN OP LOBBYING SVCS						
	STATE REQUIRED LOBBY SVCS					300	
TOTAL	PROFESSIONAL SVCS	0	62,040	55,920	0	75,300	0
1995-41-00-750-99-0-00-19954100750		0	32,000	31,044	0	32,000	0
6239	GEN OP EDUCATION SERVICE						
	ESC REGION 11 CONTRACT					32,000	
TOTAL	EDUCATION SERVICE CTR	0	32,000	31,044	0	32,000	0
1995-41-00-720-99-0-00-19954100720		0	350	28	0	0	0
6269	GEN OP RENTALS/OPERATING						
	REMOVE-POSTAGE MACHINE WILL BE RETURNED BEFORE					0	
	NEW FISCAL YEAR					0	
TOTAL	RENTALS/OPERATING LEASES	0	350	28	0	0	0
1995-41-00-750-99-0-00-19954100750		0	0	70,000	0	0	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 41 - GEN ADMIN

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
6291	GEN OP CONSULTING SVCS						
1995-41-00-702-99-0-00-19954100702		0	3,000	0	0	3,000	0
6299	GEN OP MISC CONTRACTED S						
	GEN OP READING MATERIALS					3,000	
1995-41-00-750-99-0-HR-19954100750		0	3,500	248	0	3,500	0
6299	GEN OP GENERAL LI MISC CONTRACTED S						
	RECRUITING & BACKGROUND SERVICES:					3,500	
	-ZIP RECRUITER					0	
	-NCTASPA JOB FAIR					0	
	-DPS BACKGROUND CHECKS					0	
	-REIMBURSEMENT FOR EMPLOYEE FINGERPRINTING					0	
1995-41-01-750-99-0-00-19954101750		0	27,263	0	0	0	0
6299	GEN OP MISC CONTRACTED S						
1995-41-01-750-99-0-CM-19954101750		0	8,020	1	0	8,000	0
6299	GEN OP MISC CONTRACTED S						
	MARKETING ADS, PROMOTING EVENTS (DIGITAL AND PRINT)					0	
	WA BRANDED ITEMS DISTRIBUTED TO PARENTS, RESIDENTS, AND					0	
	AT CONFERENCES					8,000	
1995-41-01-750-99-0-HR-19954101750		0	0	0	0	0	0
6299	GEN OP CRIME POLI MISC CONTRACTED S						
1995-41-02-750-99-0-CM-19954102750		0	10,000	10,999	0	10,000	0
6299	GEN OP MISC CONTRACTED S						
	WA WEBSITE WHICH OPTIMIZES THE CONTENT ON THE SITE					0	
	PINPOINTS OUT MISSPELLINGS, BROKEN LINKS, AND ANY OTHER					0	
	INFORMATION THAT HELPS TO IMPROVE THE WEB SITE					10,000	
TOTAL	MISC CONTRACTED SVCS	0	51,783	81,248	0	24,500	0
TOTAL	PROF & CONTRACTED SVC	0	146,173	168,239	0	131,800	0
1995-41-00-701-99-0-00-19954100701		0	500	0	0	500	0
6329	GEN OP READING MATERIALS						
	GEN OP READING MATERIALS					500	
TOTAL	TEXTBOOKS & READING MAT	0	500	0	0	500	0
1995-41-00-720-99-0-00-19954100720							

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 41 - GEN ADMIN

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
		0	23,000	9,136	0	12,300	0
6398	GEN OP SUPPLIES TECHNOLO						
	REDUCE TO 12,300 REALLOCATE 10,700 TO SPED LGL SVC					0	
	-MBA REPORT CREATOR					2,900	
	-MBA ATTENDANCE MONITOR					2,700	
	-MONITOR FOR AMANDA					200	
	-LF SCANNER					400	
	-PSCB SUBSCRIPTION					300	
	-BRIGHT ARROW					2,700	
	-MONITOR FOR KRISS					400	
	-MBA ALERT CREATOR					2,700	
1995-41-00-750-99-0-FN-19954100750							
		0	1,500	0	0	1,500	0
6398	GEN OP SUPPLIES TECHNOLO						
	EMIS SOFTWARE (AUDIT)					1,500	
1995-41-00-750-99-0-HR-19954100750							
		0	3,500	10,785	0	11,000	0
6398	GEN OP GENERAL LI SUPPLIES TECHNOLO						
	HR ADMIN TECHNOLOGY:					0	
	-FRONTLINE TIME & ATTENDANCE					9,400	
	-VECTOR SOLUTIONS COMPLIANCE TRAINING					1,500	
	-TCG ADMINISTRATORS (JEM 403(B))					100	
1995-41-00-720-99-0-00-19954100720							
		0	1,300	616	0	500	0
6399	GEN OP SUPPLIES GENERAL						
	STORAGE BOXES, OFFICE CHAIR, STORAGE SUPPLIES, MISC					500	
	OFFICE SUPPLIES					0	
1995-41-00-750-99-0-FN-19954100750							
		0	0	0	0	100	0
6399	GEN OP SUPPLIES GENERAL						
	FINANCE SUPPLIES FOR WA TRAINING					100	
1995-41-00-750-99-0-HR-19954100750							
		0	0	0	0	0	0
6399	GEN OP GENERAL LI SUPPLIES GENERAL						
TOTAL	SUPPLIES & MATERIALS	0	29,300	20,537	0	25,400	0
TOTAL	SUPPLIES & MATERIALS	0	29,800	20,537	0	25,900	0
1995-41-00-701-99-0-00-19954100701							
		0	3,000	841	0	3,000	0
6411	GEN OP EMPLOYEE TRAINING						

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 41 - GEN ADMIN

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
	GEN OP SUPT EE TRVL & TRNG TBD					3,000	
1995-41-00-720-99-0-00-19954100720		0	3,000	0	0	3,500	0
6411	GEN OP EMPLOYEE TRAINING						
	GEN OP ADM EE TRVL & TRNG (DARCY, KRISTINE, AMANDA):					3,500	
	-TASBO CONFERENCE					0	
	-POWERSCHOOL TRAINING					0	
1995-41-00-750-99-0-FN-19954100750		0	1,200	297	0	1,200	0
6411	GEN OP EMPLOYEE TRAINING						
	TASBO ACCT/FN ACADEMY (3 EMPLOYEES)					1,200	
1995-41-00-750-99-0-HR-19954100750		0	3,000	220	0	3,000	0
6411	GEN OP GENERAL LI EMPLOYEE TRAINING						
	HR TRAVEL & TRAINING (DIRECTOR & HR GENERALIST):					3,000	
	-TASPA CONFERENCE					0	
	-TASBO CONFERENCE					0	
	-TASB HR ACADEMY					0	
TOTAL	TRAINING & TRAVEL	0	10,200	1,358	0	10,700	0
1995-41-00-750-99-0-HR-19954100750		0	30,000	29,802	0	23,000	0
6429	GEN OP GENERAL LI INSURANCE/BONDING						
	GENERAL LIABILITY/UMBRELLA POLICY					23,000	
1995-41-01-750-99-0-HR-19954101750		0	4,131	3,299	0	3,700	0
6429	GEN OP CRIME POLI INSURANCE/BONDING						
	CRIME POLICY					3,700	
TOTAL	INSURANCE/BONDING COSTS	0	34,131	33,101	0	26,700	0
TOTAL	OTHER OPERATING COSTS	0	44,331	34,459	0	37,400	0
TOTAL	EXPENDITURES	0	220,304	223,234	0	195,100	0
1995-41-00-720-99-0-00-19954100720		0	600	0	0	0	0
6491	GEN OP STAT REQ PUBLIC N						
	GEN OP STAT REQ PUBLIC NOTICE					0	
	MOVE TO ORGN 701					0	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 41 - GEN ADMIN

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-41-00-750-99-0-FN-19954100750							
		0	0	0	0	600	0
6491	GEN OP STAT REQ PUBLIC N						
	MOVED FR ORGN 720					0	
	-FIRST RATING					0	
	-OTHER STATUTORILY REQUIRED PUBLIC NOTICES					600	
TOTAL	MISC OPERATING EXPENSES	0	600	0	0	600	0
TOTAL	OTHER OPERATING COSTS	0	600	0	0	600	0
1995-41-00-701-99-0-00-19954100701							
		0	2,000	0	0	2,000	0
6495	GEN OP PROF FEES & DUES						
	DUES AND MEMBERSHIPS FOR HEAD OF SCHOOL TBD					2,000	
1995-41-00-720-99-0-00-19954100720							
		0	300	0	0	450	0
6495	GEN OP PROF FEES & DUES						
	PROF FEES & DUES WA ADM (DARCY, KRISTINE, AMANDA):					450	
	-TASBO MEMBERSHIPS					0	
1995-41-00-750-99-0-FN-19954100750							
		0	2,400	3,328	0	4,170	0
6495	GEN OP PROF FEES & DUES						
	ASBO (ACADEMY)					500	
	TASBO (3 EMPLOYEES)					435	
	GFOA MEMBERSHIP (1 EMPLOYEE)					150	
	TSBPA CPA RENEWAL (1 EMPLOYEE)					85	
	TASB (ACADEMY)					3,000	
1995-41-00-750-99-0-HR-19954100750							
		0	2,000	1,200	0	2,000	0
6495	GEN OP GENERAL LI PROF FEES & DUES						
	HR ADM PROF FEES & DUES:					2,000	
	-TEXAS ASSN OF SCHOOL PERSONNEL ADMINISTRATORS (TASPA)					0	
	-TEXAS ASSN OF SCHOOL BUSINESS OFFICIALS (TASBO)					0	
	-TEXAS ASSN OF SCHOOL BOARDS (TASB)-HR SERVICES					0	
	-TEXAS ASSN OF SCHOOL BOARDS (TASB)-POLICY SVC LIBRARY					0	
	-TCG ADMINISTRATORS (JEM 403(B)					0	
1995-41-00-701-99-0-00-19954100701							
		0	200	0	0	1,800	0
6499	GEN OP MISC OPERATING EX						
	STAFF HOLIDAY CELEBRATION DINNER (MOVED FR 720)					1,800	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 41 - GEN ADMIN

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-41-00-702-99-0-00-19954100702							
		0	100	0	0	100	0
6499	GEN OP MISC OPERATING EX						
	GEN OP MISC OPERATING EXPENSES					100	
1995-41-00-720-99-0-00-19954100720							
		0	1,200	19	0	400	0
6499	GEN OP MISC OPERATING EX						
	STAFF HOLIDAY DEC CELEBRATION (MOVED TO ORGN 701)					0	
	MEALS & MISC EXP:					400	
	-CHICK-FIL-A LUNCH TRAINING					0	
	-DEPT BREAKFAST					0	
	-BACK TO SCHOOL BREAKFAST & MEETINGS					0	
1995-41-00-750-99-0-00-19954100750							
		0	0	99	0	100	0
6499	GEN OP MISC OPERATING EX						
	MISCELLANEOUS NEEDS					100	
1995-41-00-750-99-0-FN-19954100750							
		0	600	245	0	500	0
6499	GEN OP MISC OPERATING EX						
	MISCELLANEOUS EXPENSES					500	
1995-41-00-750-99-0-HR-19954100750							
		0	500	0	0	500	0
6499	GEN OP GENERAL LI MISC OPERATING EX						
	MEALS & MISC EXPENSES:					500	
	-BREAKFAST - NEW HIRE ORIENTATION					0	
	-PASTRIES - OPEN ENROLLMENT MEETINGS					0	
1995-41-00-999-99-0-00-19954100999							
		0	0	0	0	0	0
6499	GEN OP MISC OPERATING EX						
TOTAL	MISC OPERATING EXPENSES	0	9,300	4,891	0	12,020	0
TOTAL	OTHER OPERATING COSTS	0	9,300	4,891	0	12,020	0
TOTAL	EXPENDITURES	0	9,300	4,891	0	12,020	0
TOTAL	GEN ADMIN	0	230,204	228,126	0	207,720	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 51 - MAINT & OPS

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-51-02-001-99-0-00-19955102001		0	142,750	106,616	0	142,750	0
6249	GEN OP CONTRACT MAINT &						
	JANITORIAL SERVICES THRU BFS TEXAS HOLDINGS					0	
	GENERAL CLEANING, PORTER SERVICES					142,750	
1995-51-04-001-99-0-00-19955104001		0	53,500	47,126	0	53,500	0
6249	GEN OP CONTRACT MAINT &						
	-HVAC & AIR HANDLERS R&M					0	
	-INDOOR SPLIT SYSTEMS R&M (5 SYSTEMS)					0	
	-INDOOR EMS CONTROLLER (COMMUNICATES WITH UNIT) R&M					0	
	-CONTROL PANEL R&M, VAV BOXES (EACH CLSRM)					53,500	
1995-51-05-001-99-0-00-19955105001		0	75,500	50,685	0	75,500	0
6249	GEN OP CONTRACT MAINT &						
	-GROUND MAINTENANCE					0	
	-TREE TRIMMING					0	
	-IRRIGATION R&M					0	
	-FERTILIZE/MULCH GROUNDS					75,500	
1995-51-06-001-99-0-00-19955106001		0	17,000	9,401	0	17,000	0
6249	GEN OP CONTRACT MAINT &						
	-LIGHTING PREVENTATIVE MAINTENANCE CONTRACT					0	
	-ELECTRICAL MAINTENANCE (PLUGS)					0	
	-LIGHTING R&M (BALLISTS, FIXTURES)					17,000	
1995-51-10-001-99-0-00-19955110001		0	9,000	9,679	0	9,000	0
6249	GEN OP CONTRACT MAINT &						
	-ELEVATOR INSPECTIONS					0	
	-REGULATORY CERTIFICATIONS					0	
	-ELEVATOR R&M					9,000	
1995-51-12-001-99-0-00-19955112001		0	26,200	15,405	0	26,200	0
6249	GEN OP CONTRACT MAINT &						
	-SPRINKLER HEAD/FIRE SYSTEM R&M					0	
	-FIRE SUPPRESSION R&M					0	
	-INSPECTIONS					0	
	-FIRE PANEL R&M					26,200	
1995-51-15-001-99-0-00-19955115001		0	64,700	15,755	0	64,700	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 51 - MAINT & OPS

ORGANIZATION / ACCOUNT ---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
6249 GEN OP CONTRACT MAINT &						
-PAINTERS					0	
-DRYWALL R&M					0	
-OUTSIDE BRICK/STONE REPAIRS					0	
-FLOOR R&M					0	
-DOORS R&M					0	
1995-51-17-001-99-0-00-19955117001	0	8,000	1,547	0	8,000	0
6249 GEN OP CONTRACT MAINT &						
QUARTERLY WATER TESTING					1,000	
1995-51-18-001-99-0-00-19955118001	0	4,000	2,221	0	4,000	0
6249 GEN OP CONTRACT MAINT &						
-MONTHLY PEST CONTROL SERVICES					0	
-OUTDOOR BOXES FOR RODENT CONTROL					4,000	
TOTAL CONTRACTED MAINT & REPAIR	0	400,650	258,434	0	400,650	0
1995-51-00-001-99-0-00-19955100001	0	18,600	4,584	0	18,600	0
6255 GEN OP UTILITIES GAS						
4 GAS METERS ON CAMPUS					18,600	
1995-51-00-001-99-0-00-19955100001	0	140,000	111,233	0	140,000	0
6256 GEN OP UTILITIES ELECTRI						
ELECTRICITY FOR 4 METERS					140,000	
1995-51-01-001-99-0-00-19955101001	0	21,100	19	0	21,100	0
6257 GEN OP UTILITIES TELEPHO						
PHONE & INTERNET SERVICES PROVIDED BY SPECTRUM & AT&T					21,100	
1995-51-00-001-99-0-00-19955100001	0	55,000	0	0	55,000	0
6258 GEN OP UTILITIES WATER						
9 WATER METERS ON CAMPUS					55,000	
TOTAL UTILITIES	0	234,700	115,836	0	234,700	0
TOTAL PROF & CONTRACTED SVC	0	635,350	374,270	0	635,350	0
1995-51-05-001-99-0-00-19955105001						

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 51 - MAINT & OPS

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
		0	42,150	2,038	0	42,150	0
6319	GEN OP SUPPLIES MAINT &						
	-TOOLS					0	
	-PLUMBING/PAINTING SUPPLIES					0	
	-KITCHEN EQUIPMENT MATERIALS FOR MINOR REPAIRS					0	
	-DOOR LOCKS					0	
	-PEST CONTROL (SPRAYS, GRANULES)					42,150	
1995-51-07-001-99-0-00-19955107001							
		0	7,800	2,584	0	7,800	0
6319	GEN OP SUPPLIES MAINT &						
	-MULCH FOR PLAYGROUNDS					0	
	-CRUSHED GRANITE TO PUT AROUND BUILDINGS					0	
	-ROCKS					0	
	-SENIOR PAVERS					7,800	
1995-51-08-001-99-0-00-19955108001							
		0	1,000	0	0	1,000	0
6319	GEN OP SUPPLIES MAINT &						
	UNIFORMS: SHIRTS, JACKETS, BOOTS R MILLER, J JAYNES					1,000	
1995-51-16-001-99-0-00-19955116001							
		0	6,500	0	0	6,500	0
6319	GEN OP SUPPLIES MAINT &						
	-HVAC SUPPLIES					0	
	-FILTER REPLACEMENTS					6,500	
1995-51-20-001-99-0-00-19955120001							
		0	25,500	14,069	0	25,500	0
6319	GEN OP SUPPLIES MAINT &						
	-PAPER PRODUCTS: KITCHEN, BATHROOMS, CLASSROOMS					0	
	-CLEANING SUPPLIES					25,500	
TOTAL	SUPPLIES & MAT MAINT/OPER	0	82,950	18,691	0	82,950	0
1995-51-00-001-99-0-00-19955100001							
		0	3,000	2,633	0	3,000	0
6398	GEN OP SUPPLIES TECHNOLO						
	BRIGHTLY SOFTWARE (SCHOOL DUDE)					3,000	
TOTAL	SUPPLIES & MATERIALS	0	3,000	2,633	0	3,000	0
TOTAL	SUPPLIES & MATERIALS	0	85,950	21,323	0	85,950	0
1995-51-00-001-99-0-00-19955100001							
		0	1,500	0	0	1,500	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 51 - MAINT & OPS

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
6411	GEN OP EMPLOYEE TRAINING						
	TRVL & TRNG TO WORKSHOPS/CONFERENCES (TASBO, LSI, PEST CONTROL/GROUNDS) FOR R MILLER & J JAYNES					0 0 1,500	
TOTAL	TRAINING & TRAVEL	0	1,500	0	0	1,500	0
1995-51-00-750-99-0-HR-19955100750		0	154,000	128,970	0	165,000	0
6429	GEN OP COMMERCIAL INSURANCE/BONDING						
	ACADEMY BUILDING/AUTO INSURANCE					165,000	
TOTAL	INSURANCE/BONDING COSTS	0	154,000	128,970	0	165,000	0
1995-51-00-001-99-0-00-19955100001		0	500	0	0	500	0
6495	GEN OP PROF FEES & DUES						
	PROF MBRSHPS: TASBO R MILLER					500	
1995-51-00-001-99-0-00-19955100001		0	100	0	0	100	0
6499	GEN OP MISC OPERATING EX						
	MEALS FOR STAFF MEETINGS, MISC EXP					100	
TOTAL	MISC OPERATING EXPENSES	0	600	0	0	600	0
TOTAL	OTHER OPERATING COSTS	0	156,100	128,970	0	167,100	0
TOTAL	EXPENDITURES	0	877,400	524,563	0	888,400	0
TOTAL	MAINT & OPS	0	877,400	524,563	0	888,400	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 52 - SEC & MONITORING

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-52-00-001-99-0-00-19955200001							
		0	24,000	8,612	0	24,000	0
6249	GEN OP CONTRACT MAINT &						
	SECURITY & MONITORING R&M:					0	
	-SECURITY SYSTEMS AMAG TRAINING					0	
	-R&M FOR CAMERAS					0	
	-CAMERA RELOCATION SERVICES					0	
	-24-HR MONITORING SERVICES					0	
	-EOP MOBILE APP					24,000	
TOTAL	CONTRACTED MAINT & REPAIR	0	24,000	8,612	0	24,000	0
TOTAL	PROF & CONTRACTED SVC	0	24,000	8,612	0	24,000	0
1995-52-00-001-99-0-00-19955200001							
		0	4,000	1,395	0	4,000	0
6398	GEN OP SUPPLIES TECHNOLO						
	ID CARD PRINTERS, SECURITY CAMERAS					4,000	
1995-52-00-001-99-0-00-19955200001							
		0	3,000	0	0	3,000	0
6399	GEN OP SUPPLIES GENERAL						
	CARD READER PAPER, ID BADGES					3,000	
TOTAL	SUPPLIES & MATERIALS	0	7,000	1,395	0	7,000	0
TOTAL	SUPPLIES & MATERIALS	0	7,000	1,395	0	7,000	0
1995-52-00-001-99-0-00-19955200001							
		0	1,500	0	0	1,500	0
6411	GEN OP EMPLOYEE TRAINING						
	CAMPUS ADMINISTRATOR/EOP MEMBERS SECURITY TRAINING					1,500	
TOTAL	TRAINING & TRAVEL	0	1,500	0	0	1,500	0
TOTAL	OTHER OPERATING COSTS	0	1,500	0	0	1,500	0
TOTAL	EXPENDITURES	0	32,500	10,007	0	32,500	0
TOTAL	SEC & MONITORING	0	32,500	10,007	0	32,500	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 53 - DATA PROCESSING

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-53-00-001-99-0-00-19955300001							
		0	10,000	0	0	10,000	0
6219	GEN OP PROF SVCS OTHER						
	IT CONTRACTOR WORK - CABLING REPAIR & NEW CABLE RUNS;					10,000	
	TECHNICAL CONSULTATION RELATED TO SOFTWARE/SERVICES NOT					0	
	COVERED BY EXISTING AGREEMENTS;					0	
	NO SET COSTS FOR THIS BUDGET ITEM, USED WHEN NEEDED FOR					0	
	EMERGENCIES OR REPAIRS					0	
TOTAL	PROFESSIONAL SVCS	0	10,000	0	0	10,000	0
1995-53-00-001-99-0-00-19955300001							
		0	30,000	10,376	0	30,000	0
6269	GEN OP RENTALS/OPERATING						
	PRINTER RENTAL/LEASE COSTS					30,000	
TOTAL	RENTALS/OPERATING LEASES	0	30,000	10,376	0	30,000	0
1995-53-01-001-99-0-00-19955301001							
		0	0	43,303	0	44,000	0
6299	GEN OP MISC CONTRACTED S						
	POWERSCHOOL ANNUAL CONTRACT - INCLUDES SIS AND EFINANCE					44,000	
1995-53-02-001-99-0-00-19955302001							
		0	0	2,400	0	3,000	0
6299	GEN OP P/S CNSLTN MISC CONTRACTED S						
	POWERSCHOOL MISC CONSULTING AND TRAINING NOT COVERED					3,000	
	BY CONTRACT					0	
TOTAL	MISC CONTRACTED SVCS	0	0	45,703	0	47,000	0
TOTAL	PROF & CONTRACTED SVC	0	40,000	56,079	0	87,000	0
1995-53-00-001-99-0-00-19955300001							
		0	32,000	23,952	0	32,000	0
6398	GEN OP SUPPLIES TECHNOLO						
	SECURLY - WEB FILTERING FOR STUDENT DEVICES					7,000	
	RAPTOR - VISITOR CHECK-IN					1,000	
	IT PARTNERS DMARC EMAIL SECURITY					500	
	IT PARTNERS DATTO BACKUPIFY - GOOGLE BACKUP					3,300	
	MICROSOFT LICENSING - CDWG					3,000	
	ADOBE LICENSING - REG XI					1,500	
	CROSSOVER - IT SOFTWARE					400	
	GRAMMARLY					150	
	SETAPP					300	
	IFTTT					75	
	PADDLE					300	

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 53 - DATA PROCESSING

ORGANIZATION / ACCOUNT	TITLE	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
	SLACK					150	
	1PASSWORD					300	
	GOOGLE STORAGE					120	
	GOOGLE EDU ENTERPRISE SUBSCRIPTION					3,000	
	SCHOOLDUDE BRIGHTLY DUDE SOLUTIONS					1,800	
	SANEBOX - EMAIL					400	
	CAROUSEL - TIGHTROPE MEDIA SYSTEMS - DIGITAL SIGNAGE					2,700	
	BLINKIST					50	
	KNOWBE4 CYBERSECURITY TRAINING					6,000	
1995-53-00-001-99-0-00-19955300001		0	20,500	2,097	0	20,500	0
6399	GEN OP SUPPLIES GENERAL						
	APPLE - DIRECT REPAIRS AND REPLACEMENTS					15,000	
	PARTS, CABLES, TECH SUPPLIES - AMAZON,OWC,KEYCH,VARIOUS					4,500	
	OFFICE SUPPLIES					1,000	
TOTAL	SUPPLIES & MATERIALS	0	52,500	26,049	0	52,500	0
TOTAL	SUPPLIES & MATERIALS	0	52,500	26,049	0	52,500	0
1995-53-00-001-99-0-00-19955300001		0	1,500	0	0	1,500	0
6411	GEN OP EMPLOYEE TRAINING						
	LOCAL TRAINING OPPORTUNITIES - MILEAGE AND REG FEES					1,000	
	IT DEPARTMENT MEETINGS					500	
TOTAL	TRAINING & TRAVEL	0	1,500	0	0	1,500	0
1995-53-01-001-99-0-00-19955301001		0	22,000	0	0	22,000	0
6429	GEN OP INSURANCE/BONDING						
	EXPENSES RELATED TO STUDENT IPAD R&M AND APPS					22,000	
TOTAL	INSURANCE/BONDING COSTS	0	22,000	0	0	22,000	0
1995-53-00-001-99-0-00-19955300001		0	700	0	0	1,200	0
6495	GEN OP PROF FEES & DUES						
	RELAYFM DUES					300	
	MACSPARK DUES					200	
	ISTE DUES					270	
	COSN DUES					340	
1995-53-00-001-99-0-00-19955300001		0	1,000	0	0	1,000	0
6499	GEN OP MISC OPERATING EX						

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 53 - DATA PROCESSING

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
	UNIFORMS					1,000	
1995-53-01-001-99-0-00-19955301001		0	1,000	0	0	0	0
6499	GEN OP MISC OPERATING EX						
TOTAL	MISC OPERATING EXPENSES	0	2,700	0	0	2,200	0
TOTAL	OTHER OPERATING COSTS	0	26,200	0	0	25,700	0
TOTAL	EXPENDITURES	0	118,700	82,128	0	165,200	0
TOTAL	DATA PROCESSING	0	118,700	82,128	0	165,200	0

WESTLAKE ACADEMY
REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: (((budorgn.fund < "200")) AND ((budacct.acct > "6199")))

FUND - 1995 - GEN OP
FUNCTION - 71 - DEBT SERVICE

ORGANIZATION / ACCOUNT	---------TITLE---------	PRIOR YEAR BUDGET	CURRENT YEAR BUDGET	CURRENT YEAR YTD ACTUAL	CURRENT YEAR PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
1995-71-00-001-99-0-00-19957100001		0	226,667	208,355	0	230,000	0
6512	GEN OP CAPITAL LEASE PRI						
	IPAD LEASE PAYMENTS					230,000	
TOTAL	DEPT PRINCIPAL	0	226,667	208,355	0	230,000	0
TOTAL	DEBT SERVICE	0	226,667	208,355	0	230,000	0
TOTAL	EXPENDITURES	0	226,667	208,355	0	230,000	0
1995-71-00-001-99-0-00-19957100001		0	0	0	0	0	0
6523	GEN OP INTEREST ON DEBT						
TOTAL	INTEREST ON DEBT	0	0	0	0	0	0
1995-71-00-001-99-0-00-19957100001		0	0	8,249	0	8,300	0
6599	GEN OP OTHER DEBT SERVIC						
	PROPERTY TAXES ON LEASED EQUIPMENT					8,300	
TOTAL	OTHER DEBT SERVICE EXP	0	0	8,249	0	8,300	0
TOTAL	DEBT SERVICE	0	0	8,249	0	8,300	0
TOTAL	EXPENDITURES	0	0	8,249	0	8,300	0
TOTAL	DEBT SERVICE	0	226,667	216,604	0	238,300	0
TOTAL	GEN OP	0	1,917,342	1,357,838	0	1,887,745	0
TOTAL REPORT		0	2,103,142	1,438,686	0	2,077,345	0

WESTLAKE ACADEMY
Statement of Revenues, Expenditures, and Changes in Fund Balance
Consolidated General Fund 5-Year Forecast FY 2024/2025 through FY 2028/2029

Updated 4/9/24

		Audited FY 20/21	Audited FY 21/22	PEIMS FY 22/23	Original FY 23/24	Amended FY 23/24	Proposed FY 24/25	Projected FY 25/26	Projected FY 26/27	Projected FY 27/28	Projected FY 28/29
1	**REVENUE**										
2	Transportation	$ 275	$ 21,850	$ 21,850	$ 10,500	$ 10,500	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000
3	Parking	24,325	1,730	1,730	15,000	15,000	15,000	15,000	15,000	15,000	15,000
4	Athletic Activities	84,602	127,806	127,806	97,850	97,850	130,000	130,000	130,000	130,000	130,000
5	Athletic Donations	2,717	411	411	3,000	3,000	3,000	3,000	3,000	3,000	3,000
6	Interest Earned	2,422	5,823	25,000	35,000	35,000	35,000	35,000	35,000	35,000	35,350
7	WAF Blacksmith Donations	989,392	1,159,868	1,159,868	1,250,000	1,250,000	1,250,000	1,250,000	1,312,500	1,378,125	1,447,031
8	Municipal Transfer: WAF Salary Reimbursement	64,256	72,173	152,366	157,699	157,699	-	-	-	-	-
9	Municipal Transfer: WA Operations	-	-	-	1,462,264	1,462,264	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
10	Technology Use Fees	48,054	15,525	32,000	33,000	33,000	33,000	33,000	33,000	33,000	33,330
11	Other Local Revenue (sub, prnt, misc)	31,378	25,930	25,930	4,100	4,100	4,000	4,000	4,000	4,000	4,000
12	Technology Equipment Sale Proceeds	-	-	-	-	-	-	-	-	-	-
13	Food Services	4,000	7,460	7,460	8,168	8,168	8,576	9,005	9,455	9,928	10,425
14	**Total Local Revenue**	1,251,421	1,438,576	1,554,421	3,076,581	3,076,581	2,748,576	2,749,005	2,811,955	2,878,053	2,948,136
15	***Percent of total revenue***	***13%***	***15%***	***16%***	***28%***	***27%***	***24%***	***24%***	***24%***	***25%***	***25%***
16	TEA - Available School Funds	428,907	473,174	529,927	529,928	343,119	343,119	346,550	350,016	353,516	357,051
17	TEA - Foundation School Funds (incl accr)	7,139,839	6,604,651	6,397,807	6,457,033	6,846,021	6,846,021	6,914,481	6,983,626	7,053,462	7,123,997
18	CTE Funding (addt'l TEA-FSP Funds)	263,366	466,175	456,511	400,768	647,523	647,523	653,998	660,538	667,144	673,815
19	Facilities Allotment (addt'l TEA-FSP Funds)	160,500	154,507	148,624	138,834	134,696	134,696	136,043	137,403	138,777	140,165
20	TEA - Advanced Placement Training	-	-	6,750	-	-	-	-	-	-	-
21	TRS On-behalf/Medicare Part B	410,070	427,336	522,524	532,975	532,974	543,633	554,506	565,596	576,908	588,446
22	**Total State Revenue**	8,402,682	8,125,843	8,062,143	8,059,538	8,504,333	8,514,992	8,605,578	8,697,180	8,789,807	8,883,475
23	***Percent of total revenue***	***87%***	***85%***	***84%***	***72%***	***73%***	***76%***	***76%***	***76%***	***75%***	***75%***
24	**TOTAL REVENUE**	**$ 9,654,103**	**$ 9,564,419**	**$ 9,616,564**	**$ 11,136,119**	**$ 11,580,914**	**$ 11,263,569**	**$ 11,354,583**	**$ 11,509,135**	**$ 11,667,861**	**$ 11,831,611**
							-3%				
25	**EXPENDITURES by OBJECT**										
26	Object Code 61XX - Salaries	$ 7,395,168	$ 7,627,466	$ 8,123,794	$ 9,003,027	$ 9,003,027	$ 9,183,088	$ 9,274,919	$ 9,367,668	$ 9,461,345	$ 9,555,958
27	Object Code 62XX - Contracted Services	1,097,572	1,197,910	919,165	1,066,594	1,066,594	1,013,080	1,063,734	1,116,921	1,172,767	1,231,405
28	Object Code 63XX - Supplies & Materials	256,766	888,882	311,500	374,493	374,493	363,350	363,350	363,350	363,350	363,350
29	Object Code 64XX - Other Operating Costs	369,019	477,483	428,789	465,338	465,338	462,615	462,615	462,615	462,615	462,615
30	Object Code 65XX - Debt Service	207,922	314,647	226,667	226,667	226,667	238,300	313,300	238,300	238,300	238,300
31	**TOTAL EXPENDITURES by OBJECT**	**$ 9,326,447**	**$ 10,506,388**	**$ 10,009,915**	**$ 11,136,119**	**$ 11,136,119**	**$ 11,260,433**	**$ 11,477,918**	**$ 11,548,854**	**$ 11,698,376**	**$ 11,851,628**

WESTLAKE ACADEMY

Statement of Revenues, Expenditures, and Changes in Fund Balance

Consolidated General Fund 5-Year Forecast FY 2024/2025 through FY 2028/2029

Updated 4/9/24

		Audited FY 20/21	Audited FY 21/22	PEIMS FY 22/23	Original FY 23/24	Amended FY 23/24	Proposed FY 24/25	Projected FY 25/26	Projected FY 26/27	Projected FY 27/28	Projected FY 28/29
32	**EXPENDITURES by FUNCTION**										
33	Function 11 - Instructional	$ 5,058,615	$ 5,602,228	$ 5,219,944	$ 5,817,471	$ 5,817,471	$ 5,883,144				
34	Function 12 - Resources & Media	65,972	150,924	189,376	193,746	193,746	198,110				
35	Function 13 - Curriculum & Staff Development	30,932	83,414	81,200	63,400	63,400	56,600				
36	Function 21 - Instructional Leadership	177,683	243,020	257,003	288,937	288,937	317,980				
37	Function 23 - School Leadership	1,132,112	1,377,222	1,058,448	1,300,586	1,300,586	1,264,610				
38	Function 31 - Guidance & Counseling	604,121	555,561	540,704	586,991	586,991	597,066				
39	Function 33 - Health Services	91,521	73,468	5,500	133,600	133,600	136,162				
40	Function 36 - Athletics	179,876	143,178	258,345	307,742	307,742	321,051				
41	Function 36 - Other Activities	73,963	105,063	131,485	142,751	142,751	150,316				
42	Function 41 - Administrative	260,236	270,313	446,650	485,332	485,332	467,950				
43	Function 51 - Maintenance & Operations	1,066,795	1,110,044	977,499	1,029,456	1,029,456	1,039,417				
44	Function 52 - Security & Monitoring	15,542	5,793	28,500	56,400	56,400	32,500				
45	Function 53 - Data Processing	223,858	320,052	316,228	345,341	345,341	396,374				
46	Function 61 - Community Services	137,299	151,461	152,366	157,699	157,699	160,853				
47	Function 71 - Debt Service	207,922	314,647	226,667	226,667	226,667	238,300				
48	**TOTAL EXPENDITURES by FUNCTION**	**$ 9,326,447**	**$ 10,506,388**	**$ 9,889,915**	**$ 11,136,119**	**$ 11,136,119**	**$ 11,260,433**				
49	Other Resources/Capital Lease Proceeds	$ -	$ 581,716	$ -	$ -	$ -	$ -	$ 600,000	$ -	$ -	$ 600,000
50	**NET OTHER RESOURCES & USES**	**-**	**581,716**	**-**	**-**	**-**	**-**	**600,000**	**-**	**-**	**600,000**
51	**REVENUES OVER(UNDER) EXP**	**$ 327,656**	**$ (360,253)**	**$ (273,351)**	**$ -**	**$ 444,795**	**$ 3,136**	**$ 476,666**	**$ (39,719)**	**$ (30,517)**	**$ 579,983**

WESTLAKE ACADEMY

Statement of Revenues, Expenditures, and Changes in Fund Balance

Consolidated General Fund 5-Year Forecast FY 2024/2025 through FY 2028/2029

Updated 4/9/24

		Audited FY 20/21	Audited FY 21/22	PEIMS FY 22/23	Original FY 23/24	Amended FY 23/24	Proposed FY 24/25	Projected FY 25/26	Projected FY 26/27	Projected FY 27/28	Projected FY 28/29
52	**FUND BALANCE BEGINNING**	1,751,177	2,078,833	1,718,580	1,445,228	1,445,228	1,890,023	1,893,159	2,369,825	2,330,107	2,299,590
53	**FUND BALANCE ENDING**	2,078,833	1,718,580	1,445,228	1,445,228	1,890,023	1,893,159	2,369,825	2,330,107	2,299,590	2,879,573
54	Less: Assigned for Bus Maintenance	(19,000)	(19,000)	(16,150)	(15,343)	(15,343)	(15,343)	(14,576)	(13,847)	(13,155)	(12,497)
55	Less: Assigned for Technology R & M	(54,000)	(79,782)	(75,793)	(72,003)	(72,003)	(72,003)	(68,403)	(64,983)	(61,734)	(58,647)
56	Less: Assigned for Ath Uniform/Equip Rplcmnt	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
57	**FUND BALANCE ENDING (Unassigned)**	**$ 1,990,833**	**$ 1,604,798**	**$ 1,338,285**	**$ 1,342,882**	**$ 1,787,677**	**$ 1,790,813**	**$ 2,271,847**	**$ 2,236,276**	**$ 2,209,702**	**$ 2,793,430**
58	**Number of Operating Days**	**78**	**56**	**49**	**44**	**59**	**58**	**72**	**71**	**69**	**86**
59	Dollars per Operating Day	$ 25,552	$ 28,785	$ 27,424	$ 30,510	$ 30,510	$ 30,851	$ 31,446	$ 31,641	$ 32,050	$ 32,470
60	Total Students Enrolled	855	875	875	875	880	880	885	885	885	890
61	TEA Basic Allotment	6,159	6,160	6,160	6,160	6,160	6,160	6,160	6,160	6,160	6,160
62	TEA Revenue from Basic Allotment (BA*enrollment)	$ 5,265,945	$ 5,390,000	$ 5,390,000	$ 5,390,000	$ 5,420,800	$ 5,420,800	$ 5,451,600	$ 5,451,600	$ 5,451,600	$ 5,482,400
63	TEA Funding per Student	$ 9,160	$ 8,798	$ 8,609	$ 8,602	$ 9,058	$ 9,058	$ 9,097	$ 9,188	$ 9,280	$ 9,320
64	Operating Cost per Student	$ 10,908	$ 12,007	$ 11,440	$ 12,727	$ 12,655	$ 12,796	$ 12,969	$ 13,050	$ 13,219	$ 13,316
65	Teachers	71.01	69.34	70.43	74.43	74.43	74.43	74.43	74.43	74.43	74.43
66	Student/Teacher Ratio	12.04	12.62	12.42	11.76	11.82	11.82	11.89	11.89	11.89	11.96
67	ALL Faculty & Staff	101.84	103.50	106.26	117.76	117.76	117.76	117.76	117.76	117.76	117.76

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **IB Continuum Evaluation**

Summary

In addition to the annual yearly IBO annual dues the SLA adjusts the cost for the evaluation year 2024-2025. The IBO evaluation team's visit requires the school to provide accommodation, meals and transportation as part of the five year evaluation.

SLA Type **Expanded Service** **Recurrence** One-Time

Justification **Other (Explain)** **Funding Source** Increased Revenue

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Account	Amount
IBO Five Year Evaluation Team Visit	1994	23	ES	001	99	0	00	6299	$3,565.00
IBO Annual Fees	1994	23	ES	001	99	0	00	6299	$251.00

TOTAL **$3,816.00**

Benefits to Funding/Consquences of Not Funding

Icrease in IBO annual fees and 5 year IB continuum evaluation fee. Benefits will allow WA to continue as an IB World School.

RJH
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **IB Continuum Evaluation**

Summary

In addition to the annual yearly IBO annual dues, the SLA adjusts the cost for the evaluation year 2024-2025 (one time expense). The IBO evaluation team's visit requires the school to provide accommodation, meals and transportation as part of the five year evaluation. For annual IBO expenses, they have increased from $8,442 to $8,736.

SLA Type **Expanded Service** **Recurrence** One-Time

Justification **Other (Explain)** **Funding Source** Increased Reven

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
IBO Five Year Evaluation Team Visit	1994	11	MS	1	11	0	0	6495	$3,565.00
MYP IBO Annual Dues	1994	11	MS	1	11	0	0	6495	$294.00

TOTAL **$3,859.00**

Benefits to Funding/Consquences of Not Funding

IBO five year evaluation will not proceed and we will lose our accreditation status.

Maxwell Ituah
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **IB Continuum Evaluation**

Summary

In addition to the annual yearly IBO annual dues the SLA adjusts the cost for the evaluation year 2024-2025. The IBO evaluation team's visit includes the school to provide accommodation, meals and transportation as part of the five year evaluation. The 2024-25 IBO annual dues for the DP have also increased by approximately $400.

SLA Type **Expanded Service** **Recurrence** One-Time

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
IBO Five Year Evaluation Team Visit	1994	11	HS	1	11	0	0	0	$3,565.00
IBoO DP fees	1994	11	HS	1	11	0	0	0	$400.00

TOTAL **$3,965.00**

Benefits to Funding/Consquences of Not Funding

The consequences of not funding means we will not be in compliance with IB regulations for evaluation campus visits

J.R. Owen
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **IB exam expenses**

Summary

We currently ask each family to contribute the full $738 payment for their student to take the IB exams. For families on FRL, we can apply for a reimbursement from the state of one-third of the exam fee. For 23-24 this account had $650 to cover any additional costs of one familly in financial difficulty. We ask Families on FRL to pay $479 for IB exams. An emergency fund of $1,500 total would help cover costs of three FRL families if they were unable to make the difference.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Emergency fund for IB exams fees	1994	11	HS	1	11	0	0	6339	$850.00

TOTAL **$850.00**

Benefits to Funding/Consquences of Not Funding

A consequence of not funding is that a student from a family that is struggling financially may not be able to afford to take the IB exams. This would deny an opportunity to gain college credit (which has financial incentives for the family)

J.R. Owen
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **IB exam venue**

Summary

Due to shortage of space, we hold our IB exams off-site at 1500 Solana Blvd, conference rooms 1-4. The rent is $500 per dar. The 2025 IB exams are taking place across 17 days rather than the 14 days in 2024. The IB dictates the number of days & the Academy does not have flexibility in the matter.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Glenstar conference room rent	1994	11	HS	1	11	0	0	6299	$1,500.00

TOTAL **$1,500.00**

Benefits to Funding/Consquences of Not Funding

Having a quiet, secure place for our students to take their IB exams is important in supporting their success in gaining the diploma. The IB has strict guidelines for the conduct of examinations and we would struggle to meet them if we did not have an off-campus location for the IB exams.

J.R. Owen
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **SAT/PSAT exams**

Summary

For the 2024-25 school year, we are expanding the PSATs to include 9th grade students. Giving younger high-school students the opportunity to take the PSAts supports our vision of assessment capable and accelreated learners.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
PSAT 9th grade	1994	11	2	0	11	0	0	6339	$800.00

TOTAL **$800.00**

Benefits to Funding/Consquences of Not Funding

Funding this item allows us to continue our ambition of being one of the top high schools in the country by supporting accelerated instruction and assessment capable learning.

J.R. Owen
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **Increased Funding for League Membership Fees**

Membership dues for the competition league we participate in have increased. This increase is necessary in order to maintain our yearly membership in the League.

SLA Type **Maintain Service Level**

Recurre One-Time

Justification **Other (Explain)**

Funding Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Account	Amount
Ath Co-Curr Misc Operating	1985	36	00	001	91	A	01	6499	$2,000.00

TOTAL **$2,000.00**

Benefits to Funding/Consquences of Not Funding

We will be ineligible to participate in district, regional, and state competitions.

Gary Ponder

Principal Approval

Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **Gen Op Supplies Technolgy (504/ESL)**

Summary

This is a request for a new line item in order to expand our Frontline access to include documentation and tracking for ESL related services that will be ongoing. The implemention fee in the amount of $2,500 will be a one time expense.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Increased Reven

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Gen Op Supplies Technology (ESL)	1995	11	0	1	25	0	0	6398	$2,000.00
Gen Op Supplies Technology (ESL)	1995	11	0	1	25	0	0	6398	$2,500.00

TOTAL **$4,500.00**

Benefits to Funding/Consquences of Not Funding

Maxwell Ituah
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS

Request **Non-Exempt Employee Evaluation System**

Summary

Purchase 25 licenses in order to perform and track employee performance. Provide consistency for non-exempt employee evaluations.

SLA Type **Maintain Service Level** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Trakstar	1995	41	00	750	99	0	HR	6398	$ 800.00

Benefits to Funding/Consquences of Not Funding

Evaluations have not been consistently maintained at the Academy for non-exempt employees. This makes it difficult to provide feedback and future growth for the employees.

Sandy M. Kurz

Principal/Dept Head Approval

Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **Request for increase in Athletic Co-Curricular Technology**

Summary

This is for an increase in the cost of our Hudl program that now includes coverage of all programs. Previously, it has been only for the basketball program.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Ath Co-curr supplies technology	1985	36	0	1	91	0	0	6398	$2,400

Benefits To Funding

This year we increased our Hudl coverage and live streaming from basketball to all sports programs. The booster club assisted us by the funding the cost of equipment but we will continue to have an ongoing obligation regarding equipment maintenance and repair. This will enable us to maintain the system at a high level in all sports.

Gary Ponder

Principal Approval

Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS

Request **Membership Budget Increase**

Summary

The Policy Reference Manual, a collaborative effort of Policy Service and Legal Services that lays out the legal footing for local school district governance, including state and federal statutory and case law, State Board of Education rules, attorney general opinions, and commissioner of education decisions.
A variety of policy-related tools in the Policy Online application, including updates to the Model Student Handbook and Model Student Code of Conduct.

SLA Type **New/Pilot** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
TASB Policy Service Library	1995	41	01	750	99	0	HR	6299	$ 500.00

Benefits to Funding/Consquences of Not Funding

Increased resources for policies / handbooks, etc. through other more expensive avenues
Legal non-compliance imapcting staff

Sandy M. Kersey

Principal/Dept Head Approval

Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **HS technology budget**

Summary

To support DP students and teachers, it is important we maintain our use of ManageBac. The high school's share of ManageBac will be increasing due to PYP reducing its use. To assist in the vital detection of possible plagirzed IB coursework, it is also necessary to purchase AI dection.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
HS ManageBac use	1994	11	HS	1	11	0	0	6398	$3,000.00
AI detection add on	1994	11	HS	1	11	0	0	6398	$1,000.00

TOTAL **$4,000.00**

Benefits to Funding/Consquences of Not Funding

ManageBac is pivotal to the successful management of the Diploma Programme. Without it, we would struggle to manage the Extended Essay, TOK and CAS requirements. Additional AI detection is now critical to stop AI-written work being submitted to the IB. The submission of AI-written work would undermine the integrity of our programme and undermine faith in authentic work.

J.R. Owen
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **WA Security Cameras/System Evaluation**

An audit was completed by the WA SRO as to the workability of security cameras on the school campus. The audit identified positions needed and cameras on-offline. There is a need for an access control system that will take photos with a time stamp, as well as record. To ensure the camera list is complete there needs to be a system evaluation by a security company.

SLA Type **Expanded Service** **Recurrence** One-Time

Justification **Safety Requirement** **Funding Source** Grant (Identify)

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Account	Amount
Security cameras, Access Control System and System Audit and									100,000
Evaluation									

TOTAL **100,000**

Benefits to Funding/Consquences of Not Funding

Not funding the system evaluation by a secrity company will jeopardize the safety of staff and students on campus. Additionally, when serious behavior incidents occur the cameras provide the evidence for disciplinary action. Presently, many cameras are offline, not recording or positioned in areas of high student use, such as hallways, fields or playgrounds. **Note: The intention is to apply for the TEA SAFE Grant Cycle 2 of $150,000 (applications close on May 13)**

Rod J Harding

Principal Approval

Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS

Request **SMART Board replacement plan**

Summary

We have 19 SMART Boards (with projectors) on campus that are ten to twelve years old. Two of these have failed in 2023-2024 and need to be replaced. The remaining 17 will likely begin to fail soon too as their average life is 7 to 10 years. I am recommending that we start a replacement plan where we replace 5 to 7 of these devices per year over the next 3 years with 65" SMART LCDs (wall-mounted touch-enabled displays) that have an estimated life span of 10 years.

SLA Type **Maintain Service Level** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

SMART boards are used daily by staff and students

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Replace 7 SMART boards with	1995	11							$42,000
SMART LCDs at estimated cost of	1995	11							
$6000 each, $42,000 total the first year	1995	11							

Benefits to Funding/Consquences of Not Funding

Our move from ASCENDER to PowerSchool has increased the need for support, management and general knowledge of the PowerSchool system and training opportunities will better equip our department to support these needs. We also need additional training for device management, network management and server management related to our 1-to-1 device initiative (iPads) as those needs have changed and continue to increase each year. Our last training related to this was before 2020.

Jason Power

Principal/Dept Head Approval

Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **Employee Travel**

Summary

This particular budget item was inadequately funded for the current year, failing to accommodate the escalating demands driven by rising expenses in airfare, hotel, and conference costs. Therefore, there is a request to increase this line from $1,000 to $2,100.

SLA Type **Maintain Service Level** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Employee Travel	1994	12	0	1	11	0	0	6411	$1,100.00

TOTAL **$1,100.00**

Benefits to Funding/Consquences of Not Funding

A raise would counterbalance the surge in expenses and enable Mrs. Estrada to access professional development opportunities. TLA conference travel is $1,400, registration is $450, and What's New in YA Lit registration is $275.

Maxwell Ituah
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **MYP Employee Travel (504/Testing)**

Summary

This is a request for a new line item in order for the 504/Testing coordinator to partake in continual professional development opportunities that affect K-12 implementation in the areas of 504/ESL/State and AP Testing.

SLA Type **New/Pilot** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
504/ESL Training/Conference									$1,000.00
AP (Advance Placement) Training/Conference									$1,000.00
Region 11 / Local TEA Workshops									

TOTAL **$2,000.00**

Benefits to Funding/Consquences of Not Funding

Maxwell Ituah
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **Increase Funds for Required Services**

The Academy is in the third year of its contract for audit services with BrooksWatson; this contract includes annual increases. The Academy is required to be TASB members to access their services; this fee is based on the previous year's audited financials, which continues to increase.

SLA Type **Maintain Service Level** **Recurrence** On-Going

Justification **Legal Mandate** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Account	Amount
Contractual Increase in Audit Services	1995	41	00	750	99	0	FN	6212	$560.00
Shore up on TASB Membership Dues	1995	41	00	750	99	0	FN	6495	$1,270.00

TOTAL **$1,830.00**

Benefits to Funding/Consquences of Not Funding

Audits are legally required; not funding will result in an overbudget account or lack of services, putting the Academy in legal non-compliance. TASB membership is required to keep access for the Academy to various training, cooperative agreements, and services. Failure to maintain membership will result in cutoff from affordable, TEA-required training for the campus.

Cayce Lay Lamas

Principal/Dept Head Approval

Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **DP Coordinator travel budget**

Summary

It is very important that the DP coordinator attend local TIBS meetings, and attend relevant IB Category 2 workshops/ internal conferences which are held out of state. For the 23-24 fy the DP coordinator was only allocated $1,110. This was $890 less than the other two coordinators, even though the responsibility is the same. This increase gives the DP coordinator the same amount as their counterparts for 24-25 fy.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	a/c Object	Amount
TIBS conference and IB category 2 workshop	1994	21	HS	1	11	0	0	6411	$1,890.00

TOTAL **$1,890.00**

Benefits to Funding/Consquences of Not Funding

Allows DP Coordinator to be fully aware of important changes impacting IB education, the latest instructional strategies, and also represent Westlake Academy at TIBS meetings, so WA has a voice in issues impacting the IB in Texas.

J.R. Owen
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **HS counselors travel and training budget**

Summary

To support effective and knowledgeable support for High School students, it is important that both the guidance counselor and college counselor are able to attend at least one Texas conference and one out-of-state conference each year.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	a/c Object	Amount
Attend Lone Star Counselor Convention	1994	31	HS	1	99	0	0	6411	$1,000.00

TOTAL **$1,000.00**

Benefits to Funding/Consquences of Not Funding

Increase in funding allows counselors (guidance and college) to connect with the IB and their Social-Emotional Learning concepts. It will also cover rising costs to allow our counselors to attend both regional and state conferences

J.R. Owen
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **PYP Coordinator Travel**

Summary

The PYP leadership attends a number of professional development opportunities in the IB and in State programs. Due to the increase in costs for air travel, ground transportation, registrations and meals there is a need to increase funds available.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Increased Reven

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Account	Amount
PYP Employee Trav. (PYP Coord)	1994	21	ES	001	11	0	00	6411	$1,000.00

TOTAL **$1,000.00**

Benefits to Funding/Consquences of Not Funding

The benefits of this increase has a positive effect on the IB PYP approaches to teaching and leaning, personal and staff professional development.

Rod J Harding
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **PYP Asst. Principal Travel**

Summary

The PYP leadership attends a number of professional development opportunities in the IB and in State programs. Due to the increase in costs for air travel, ground transportation, registrations and meals there is a need to increase funds available.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Increased Reven

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Account	Amount
PYP Employee Travel (PYP Ass.Prin.)	1994	23	ES	001	99	0	01	6411	$1,000.00

TOTAL **$1,000.00**

Benefits to Funding/Consquences of Not Funding

The benefits of this increase has a positive effect on the development and implementation of curriculum, assessment and personal and staff professional development.

Rod J Harding
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **PYP Principal Travel**

Summary

The PYP leadership attends a number of professional development opportunities in the IB and in State programs. Due to the increase in costs for air travel, ground transportation, registrations and meals there is a need to increase funds available.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Increased Reven

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Account	Amount
PYP Employee Travel (PYP Prin.)	1994	23	ES	001	99	0	00	6411	$1,000.00

TOTAL **$1,000.00**

Benefits to Funding/Consquences of Not Funding

The benefits of this increase has a positive effect on the development and implementation of curriculum, assessment and personal and staff professional development.

Rod J Harding
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS

Request **IT Training - 1995530000199000 6411**

Summary

We are requesting an increse to the training budget for the IT department to be able to attend training for PowerSchool administration and mangement, and training IT training specific to device management, network management and server management related to our 1-to-1 device (iPad) initiative.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Management and usage of PowerSchool requires ongoing training.

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
PowerSchool Training/Conf	1995	53	00	001	99	000		6411	$4,000
Network/Server admin training/conf	1995	53	00	001	99	000		6411	$2,500

Benefits to Funding/Consquences of Not Funding

Our move from ASCENDER to PowerSchool has increased the need for support, management and general knowledge of the PowerSchool system and training opportunities will better equip our department to support these needs. We also need additional training for device management, network management and server management related to our 1-to-1 device initiative (iPads) as those needs have changed and continue to increase each year. Our last training related to this was before 2020.

Jason Power

Principal/Dept Head Approval

Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **HS CMMR travel and training budget**

Summary

Travel costs for our HMMR counselor, related to meetings of professional associations, counselor meetings organized by universities and locla counselor information sessions

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	a/c Object	Amount
Rising costs of attending NACAC and TACAC	1994	31	HS	1	38	0	0	6411	$900.00
Food, Uber and parking for 4 counselor fly-ins	1994	31	HS	1	38	0	0	6411	$420.00
Local counselor breakfasts and information sessions	1994	31	HS	1	38	0	0	6411	$220.00

TOTAL **$1,540.00**

Benefits to Funding/Consquences of Not Funding

For Westlake Academy to continue to send our graduates to a range of universities round the country, including some of the very best schools, it is is necessary for our CMMR counselor to continue to network and make contacts with admissions personel, in addition to staying up to date with the latest information, both locally and nationally, regarding college applications

J.R. Owen

Principal Approval

Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS

Request **Health / Wellness**

Summary

Promote Health / Wellness to maintain a healthier employee population which decreases absences.

SLA Type **New/Pilot** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Wellness Incentives	1995	41	01	750	99	0	HR	6299	$ 500.00

Benefits to Funding/Consquences of Not Funding

Working with Blue Cross Wellness Initiatives to promote a healthier employee pool. This would assist in providing incentives/resource material,etc. to assist employees.

Sandy M. Kurz

Principal/Dept Head Approval

Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS

Request **Salary Adjustments Comparable to Experience**

Summary

Our paraprofessionals are on a salary range, but were not given experience credit when hired. There are a few salaries that need to be adjusted.

SLA Type **Maintain Service Level** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Payroll	1995	11	ES	001	11	0	00	61xx	$ 10,518
	1995	23	00	001	99	0	00	61xx	$ 6,482
									$ 17,000

Benefits to Funding/Consquences of Not Funding

Adjustment of salary to match experience.

Sandy M. Kurz

Principal/Dept Head Approval

Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **Staff Allocation (Double Block Math)**

Summary

We are requesting a 0.5 FTE to make the Algebra I teaching position full time.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Teacher Starting Salary	199	36	HS	001	99	0	00	6119	$30,000
Teacher Benefits (30% of salary)	199	36	HS	001	99	0	00	61XX	$9,000

TOTAL **$39,000**

Benefits to Funding/Consquences of Not Funding

To enhance academic achievement in mathematics, the mathematics department intends to reinstate the practice of double blocking mathematics from Grade 6 through Algebra I. Through continued collaborative deliberations throughout this academic year, which is inclusive of an administrator, mathematics team and diploma coordinator, it has been noted that teaching Algebra I in isolation fails to afford sufficient time for the comprehensive mastery of foundational concepts essential for subsequent courses such as Algebra II, Pre-Calculus, and advanced diploma-level mathematics and sciences. Please note that that prior to the 2022-2023 school year, the practice of double blocking mathematics was extended from Grade 6 through Pre-Calculus by which we intend to extend moving forward to Algebra I and we are requesting a 0.5 FTE to make the Algebra I teaching position full time.

Maxwell Ituah **Carolyn Anderson**

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **SPED Teacher Allocation**

Summary

The current staffing constraints pose challenges, affecting the implementation of Individualized Education Plans (IEPs) and limiting course offerings for students with Special Needs by which secondary is requesting an additional Special Education teacher.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Teacher Starting Salary	199	36	HS	001	99	0	00	6119	$60,000
Teacher Benefits (30% of salary)	199	36	HS	001	99	0	00	61XX	$18,000

TOTAL **$78,000**

Benefits to Funding/Consquences of Not Funding

The Texas Academic Performance Report (TAPR) in this memorandum highlights the growing Special Population subgroups at the Academy (Table 1). The PEIMS Financial Report highlights the difference in funding the Academy appropriates toward Special Populations in comparison to the state (Table 2). The current staffing constraints pose challenges, affecting the implementation of Individualized Education Plans (IEPs) and limiting course offerings for students with Special Needs. A new SPED FTE will allow for improvement in services offered and increasing performance for our special populations.

Maxwell Ituah
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **Building Technician for Facilities**

The Academy's aging infrastructure and small staff result in a significant portion of routine building maintenance to be outsourced, resulting in delayed responses and higher costs. Hiring a full-time technician, that could be partially funded by the Town to assist at the Maintannce Building and Fire Station, would significantly increase the service level.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Account	Amount
Building Technician Salary ($30/hour)	1995	51	00	001	99	0	00	61XX	$62,400.00
Benefits (30%)	1995	51	00	001	99	0	00	61XX	$18,720.00
Potential Cost Share with Town (25% Total Costs)	1995	00	00	000	00	0	0	2143	-$20,280.00

TOTAL **$60,840.00**

Benefits to Funding/Consquences of Not Funding

Without funding this person, the Academy will not have appropriate control over the quality nor cost of necessary work to maintain the Academy's buildings. Fudning this position will enable quicker response times at minimal costs, as well as provide increased service to the Town for the same purposes.

Principal Approval

Head of School Approval

Personnel SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **Adjustment of FTEs for high school teachers due to course demand**

Summary

Due to course selection numbers, it is necessary for the current Geometry teacher to move from a 0.5 to a 0.66 FTE and the current Visual Arts teacher to move from a 0.5 to a 0.66 FTE in the 2024-25 fy. This additional cost is balanced by the Business Management teacher going from a 0.66 FTE to 0.5 and the current English Literature teacher going from 1.16 to 1 FTE for the 2024-25 fy.

SLA Type **Maintain Service Level** **Recurrence** One-Time

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	a/c Object	Amount
Geometry teacher		11						6119	$7,322.86
Visual Arts teacher		11						6119	$7,201.58
Business Management HL1 and HL2 teacher		11						6119	-$6,481.00
English Literaturre HL2		11						6119	-$11,409.00

TOTAL **-$3,365.56**

Benefits to Funding/Consquences of Not Funding

Students need qualified teachers to teach the additional section of Geometry and Visual Art respectively.

J.R. Owen
Principal Approval

Carolyn Anderson
Head of School Approval

Personnel SERVICE LEVEL ADJUSTMENT REQUESTS (FY 2024-2025)

Request **Full-time Secondary school librarian**

Summary

A full-time Secondary librarian will be funded by the librarian's current .33 FTE teaching (function 11) being absorbed by the TOK teacher position, as the TOK course is being reduced from three to two semesters.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Other (Explain)

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Secondary Librarian	1995	12							0.33 FTE
English 1 Teacher	1995	11							- 0.33 FTE

TOTAL **$0.00**

Benefits to Funding/Consquences of Not Funding

A full-time qualified Secondary Librarian is essential to supporting the research and academic integrity skills of our students, and guiding them on reading for academics and for leisure. (it also mirrors PYP, which has a full-time librarian).

J.R. Owen
Principal Approval

Carolyn Anderson
Head of School Approval

SERVICE LEVEL ADJUSTMENT REQUESTS

Request **Position change from Assistant Registrar to Registrar**

Summary

Request to reclassify the Assistant Registrar position to Registrar to better align the position with Registrar duties and begin for succession planning for the Accountability Director position.

SLA Type **Expanded Service** **Recurrence** On-Going

Justification **Other (Explain)** **Funding Source** Fund Balance

Budget Details

Line Item	Fund	Fnct	S/O	Org	PIC	Ed	Proj	Object	Amount
Salary Increase for Registrar	1995	23	00	001	99	0	00	6129	$6,500
Benefits	1995	23	00	001	99	0	00	6129	$1,000
								Total	**$7,500.00**

Benefits to Funding/Consquences of Not Funding

Promoting the position to Registrar will allow the Accountability Director to assign more responsibility to the position and will allow the Director to better serve the school by dedicating time to central office responsibilities, timely updates to school and TEA, policies, codifying SOPs and managing the department rather than the daily operations of the school which are typically handled by a Registrar. The Asst. Registrar position is on the 221 day schedule, the Registrar position will be on the 226 day schedule.

Darcy McFarlane

Principal/Dept Head Approval

Carolyn Anderson

Head of School Approval

Westlake Academy
Budget 2024-2025
Service Level Adjustment Requests

Status	Type	Category	Title	Amount
Referred	Expanded Service	Programmatic	IB Curriculum Evaluation - PYP	$3,816
Referred	Expanded Service	Programmatic	IB Curriculum Evaluation - MYP	$3,859
Referred	Expanded Service	Programmatic	IB Curriculum Evaluation - DP	$3,965
Referred	Expanded Service	Programmatic	IB Exam Expenses	$850
Referred	Expanded Service	Programmatic	IB Exam Venue	$1,500
Referred	Expanded Service	Programmatic	SAT/PSAT Exams	$800
Referred	Maintain Service Level	Programmatic	Increased League Membership Fees	$2,000
Referred	Expanded Service	Technology	Gen Op Supplies Technology (504/ESL)	$4,500
Referred	Maintain Service Level	Technology	Trakstar Evaluations	$800
Referred	Expanded Service	Technology	Athletic Co-curricular Technology	$2,400
Referred	New/Pilot	Technology	TASB Policy Library	$500
Referred	Expanded Service	Technology	HS Technology	$4,000
Referred	Expanded Service	Technology	Security Cameras	$100,000
Referred	Maintain Service Level	Technology	Replace SMART TVs	$42,000
Referred	Maintain Service Level	Training/Travel	Library Travel	$1,100
Referred	New/Pilot	Training/Travel	MYP Employee Travel (504/Testing)	$2,000
Referred	Expanded Service	Training/Travel	Training for Finance Staff	$5,500
Referred	Expanded Service	Training/Travel	DP Coordinator Travel Budget	$1,890
Referred	Expanded Service	Training/Travel	HS Counselor Travel & Training	$1,000
Referred	Expanded Service	Training/Travel	PYP Coordinator Travel	$1,000
Referred	Expanded Service	Training/Travel	PYP Asst. Principal Travel	$1,000
Referred	Expanded Service	Training/Travel	PYP Principal Travel	$1,000
Referred	Expanded Service	Training/Travel	IT Staff Training	$6,500
Referred	Expanded Service	Training/Travel	HS CCM Travel	$1,540
Referred	New/Pilot	Personnel	Wellness Incentives	$500
Referred	Maintain Service Level	Personnel	Salary Adjustments for Paraprofessionals	$17,000
Referred	Expanded Service	Personnel	Increase 0.5 FTE for 1 FT Algebra I Teacher	$39,000
Referred	Expanded Service	Personnel	1.0 FTE SPED Teacher	$78,000
Referred	Expanded Service	Personnel	1.0 Building Technician (75% Funded)	$60,840
Referred	Maintain Service Level	Personnel	Reallocate FTEs for Geometry, Visual Arts, Business Mgmt., & English	-$3,366
Referred	Expanded Service	Personnel	0.0 Net FTE Secondary Librarian	$0
Referred	Expanded Service	Personnel	Upgrade Asst. Registrar to Registrar	$7,500

TOTAL REQUESTED $392,994

SERVICE LEVEL ADJUSTMENT REQUESTS FY2024-2025

Request **Replace Fire Engine**

Summary

Currently, we have two fire engines. The 2003 model (21 years old) is our reserve engine, while the other engine is a 2015 model (9 years old) placed in frontline status. Based on the age and condition, industry best best practice, and nationally recognized standards, we are seeking to replace the 2003 engine and place 2015 engine in reserve status.

SLA Type **Maintain Service Level**

Recurrence One-Time

Explanation Essential

Justification **Safety Requirement**

Explanation Exceeding apparatus life expectancy

Funding Source Fund Balance

Explanation Capital Equipment

Budget Details

Line Item	Fund	Dept	Acct	Project	Amount
1 - Pierce Custom Velocity Pumper	605	14	10110	000030	$1,200,000
1 - Cache of tools & Equipment	100	14	47416		$100,000

TOTAL $1,300,000

Benefits to Funding/Consquences of Not Funding

Purchasing a fire engine will improve safety, improve operational effectiveness with a more reliable and dependable fleet, and secure current costs and/or financing. As reserve unit ages, fleet costs will naturally increase with more downtime associated with necessary repairs and routine maintenance—sometimes because of parts obsolescence. The 2020 Community Risk Assement: Standard of Cover states, "Regardless of its net effect on current apparatus costs, the deferral of replacement purchases unquestionably increases future replacement spending needs and may impact overall operational capabilities impacting safe and efficient use of the apparatus".

John Ard
Department Head Approval

Wade Carroll
Town Manager Approval

SERVICE LEVEL ADJUSTMENT REQUESTS FY2024-2025

Request **Equipment Operator**

Summary

The purpose of this position is to provide proper maintenance and operation of the water distribution and wastewater collection systems. This is accomplished by excavating for necessary repairs and/or installation of city mains, services, fire hydrants, water meters, meter boxes, valves, and pumps. Additional duties include the safe

SLA Type **Personnel**

Recurrence On-Going

Explanation Yearly

Justification **Safety Requirement**

Explanation Protect Public Health and Service

Funding Source Fund Balance

Explanation Repair Water and Sewer

Budget Details

Line Item	Fund	Dept	Acct	Project	Amount
Equipment Operator					$65,000
Benefits					$20,000

TOTAL $85,000

Benefits to Funding/Consquences of Not Funding

The benefit of adding this staff member is to manage and oversee water/wastewater repairs out in the field and will be licensed with the TCEQ in Water and Sewer. They will collect daily/weekly/and monthly water samples required by the TCEQ. Continuing to outsource to Roanoke is not sustainable.

Kyle Flanagan
Department Head Approval

Wade Carroll
Town Manager Approval

SERVICE LEVEL ADJUSTMENT REQUESTS FY2024-2025

Request **Right of Way Inspector**

Summary

The purpose of this position is to protect the Town's infrastructures within the Public Right-of-Way or utility easements. The Town's infrastructure includes water, wastewater, fiber optics, pavement, stormwater systems, lights, signals, sidewalks and signs within the public right-ofway or easements. This is accomplished by reviewing line locate requests for work to be performed within the public right-of-way or easements, review and approve plans and traffic control plans, coordinate with town departments, issuing permits, determining the location of existing Town utilities, marking these utilities with appropriate colored paint and flags, inspecting work performed and ensuring that the work zone area is restored back to, or better than, original condition. Other duties include assisting with GPS of Town owned Infrastructure and providing technical support to all Town departments.

SLA Type **Personnel**

Recurrence On-Going

Explanation Yearly

Justification **Safety Requirement**

Explanation Protect Public Health and Service

Funding Source Fund Balance

Explanation Repair Water and Sewer

Budget Details

Line Item	Fund	Dept	Acct	Project	Amount
ROW Technician					$65,000
Benefits					$13,000

TOTAL $78,000

Benefits to Funding/Consquences of Not Funding

The benefit of adding this staff member is to manage and oversee and ensure ROW Integrity: Manages and inspects contractor work by reviewing work in progress to ensure that newly installed facilities, structures, or utilities will not interfere with city-owned utilities or maintenance of the right-of-way. Inspects work in progress to ensure public safety. Inspects work completed by contractors to ensure that no damage is done to city or private utilities within easements or Public ROW and that everything has been restored back to, or better than, original condition. Locate City Utilities: Determines the location of city utilities by meeting with contractors in the field to locate and identify city-owned utilities in the vicinity of the contractor’s work within the Public ROW or easements. ROW Maintenance and Inventory: Maintains the right-of-way by maintaining an accurate records of work to be performed by the contractor. Acts as mediator between resident and contractor due to work performed.

Kyle Flanagan
Department Head Approval

Wade Carroll
Town Manager Approval

SERVICE LEVEL ADJUSTMENT REQUESTS FY2024-2025

Request **Ditch Witch HX50 Hydro-Excavation Trailer**

Summary

Hydro Excavation trailer for leak repairs, meter replacement, emergency preparedness valve maintnence program, cleaning of storm drain inlet boxes, and pressure washing of sidewalks and roadway clean up.

SLA Type **Expanded Service**

Recurrence On-Going

Explanation Yearly

Justification **Other (Explain)**

Explanation Needed to operate an efficent PW

Funding Source Other (Explain)

Explanation

Budget Details

Line Item	Fund	Dept	Acct	Project	Amount
HX50A Hydro- Excavation Trailer	510	16	44126		$120,000

TOTAL $120,000

Benefits to Funding/Consquences of Not Funding

This piece of equipment is for staff to repair emergency water leaks on water service lines while minimizing service interuptions to other water customers on the same street. It mitigates damage to property owners yards by decreasing the foot print necessary to repair leaks instead putting a tractor in the yard. Also it is used to clean valve stacks out that are full of sediments allowing staff to close valves to minimize disruptions during emergency situations. This equipment has many uses across the Public Works, it is often used to make holes for street sign installations, or cleaning of a street/sidewalk, or storm drain inlet boxes.

Kyle Flanagan
Department Head Approval

Wade Carroll
Town Manager Approval

SERVICE LEVEL ADJUSTMENT REQUESTS FY2024-2025

Request **Building Technician for Facilities**

Summary

The Academy's aging infrastructure and small staff result in a significant portion of routine building maintenance to be outsourced, resulting in delayed responses and higher costs. Hiring a full-time technician, that could be partially funded by the Town to assist at the Maintannce Building and Fire Station, would significantly increase the service level.

SLA Type **Expanded Service**

Recurrence On-Going

Explanation

Justification **Other (Explain)**

Explanation Preventative maintenance

Funding Source Fund Balance

Explanation

Budget Details

Line Item	Fund	Dept	Acct	Project	Amount
Building Technician Salary ($30/hour)	100	17	41XXX		$62,400
Benefits (30%)	100	17	42XXX		$18,720
Potential Cost Share with Academy (75% Total Costs)	100	40	3XXXX	88	-$60,840

TOTAL $20,280

Benefits to Funding/Consquences of Not Funding

Without funding this person, the Academy will not have appropriate control over the quality nor cost of necessary work to maintain the Academy's buildings. Funding this position will enable quicker response times at minimal costs, as well as provide increased service to the Town for the same purposes.

N/A
Department Head Approval

Wade Carroll
Town Manager Approval

Town of Westlake
Budget 2024-2025
Service Level Adjustment Requests

Status	Type	Category	Department	Title	Amount
Referred	Maintain Service Level	Capital	Fire	Replace Fire Engine	$1,300,000
Referred	Maintain Service Level	Personnel	Public Works	1 FTE (Equipment Operator)	$85,000
Referred	Expanded Service	Personnel	Public Works	1 FTE (ROW Inspector)	$85,000
Referred	Expanded Service	Capital	Public Works	Vac Trailer	$120,000
Referred	Expanded Service	Personnel	Town Manager	1FTE (Building Tech-25% Funded)	$20,280
				TOTAL REQUESTED	$1,610,280

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

File #: RES 24-26 **Agenda Date:** 5/20/2024 **Agenda #:** H.1.

TOWN STAFF REPORT RECOMMENDATIONS

Consider approving Resolution 24-26 ratifying an Independent Contractor Agreement for the position of Interim Town Secretary and appointing the Interim Town Secretary. (Wade Carroll, Town Manager)

STAFF: Wade Carroll, Town Manager

BACKGROUND:

The position of Town Secretary is a statutory position required by law. To ensure the continuity of operations, this position must be filled on an interim basis until a permanent Town Secretary is hired.

DISCUSSION:

Due to the resignation of Town Secretary Amy Piukana, the Town contracted with Dianna Buchanan on April 24, 2024, to fill the position on an interim basis. The timing of the contract provided the opportunity for Ms. Buchanan to receive training from the former Town Secretary before her last day. The resolution attached for consideration of approval will ratify the employment agreement and officially appoint Dianna Buchanan as Interim Town Secretary.

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Staff recommends the Town Council take appropriate action.

ATTACHMENT(S):

- Resolution 24-26
- Executed Independent Contractor Agreement

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to approve Resolution 24-26
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table

4) Motion to deny

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TOWN OF WESTLAKE

RESOLUTION 24-26

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, RATIFYING AN INDEPENDENT EMPLOYMENT CONTRACT WITH DIANNA BUCHANAN AND NAMING DIANNA BUCHANAN AS THE INTERIM TOWN SECRETARY.

WHEREAS, the Town Secretary position for the Town of Westlake, Texas is currently vacant; and

WHEREAS, the Town entered into an Independent Employment Contract with Dianna Buchanan to serve in the vacant Town Secretary role until a permanent Town Secretary can be appointed; and

WHEREAS, the Town Council desires to appoint an Interim Town Secretary for the Town of Westlake.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: The Independent Employment Contract with Dianna Buchanan is approved.

SECTION 2: Dianna Buchanan is hereby named as the Interim Town Secretary for the Town of Westlake, Texas, effective April 24, 2024, and shall serve in that capacity until a permanent Town Secretary is hired or until August 31, 2024, whichever occurs first.

SECTION 2: That this resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 15TH DAY OF MAY 2024.

_____

ATTEST: Kim Greaves, Mayor

_____ _____

Dianna Buchanan, Interim Town Secretary Wade Carroll, Town Manager

APPROVED AS TO FORM:

_____

L. Stanton Lowry, Town Attorney

INDEPENDENT CONTRACTOR AGREEMENT

This **INDEPENDENT CONTRACTOR AGREEMENT** (this "Agreement") is made and entered into by and between the **TOWN OF WESTLAKE, TEXAS**, a general law type A municipality in the State of Texas ("Westlake" or the "Town"), and **DIANNA BUCHANAN** (the "Contractor") (each individually a "Party" and collectively the "Parties" hereto).

RECITALS

WHEREAS, the Town desires to engage the Contractor for the Services and purposes set forth herein, as an independent contractor, and not an employee of the Town;

WHEREAS, the Contractor desires to accept an engagement by the Town to provide the Services to the Town, as an independent contractor, and receive Compensation from the Town in exchange for the Contractor's provision of the Services during the Term herein provided; and

WHEREAS, accordingly, the Town and Contractor deem it to their mutual interest to enter into this Agreement.

AGREEMENT

NOW, THEREFORE, for and in consideration of the above recitals and mutual promises, obligations, covenants, and agreements herein made, and for such other good and valuable consideration, the sufficiency of which is hereby acknowledged by the Parties, the Town and Contractor do hereby mutually agree as follows:

1. **Independent Contractor**. **THE PARTIES HERETO AGREE AND ACKNOWLEDGE THAT CONTRACTOR'S RELATIONSHIP TO THE TOWN IS THAT OF AN INDEPENDENT CONTRACTOR**—therefore, nothing in this Agreement (including Exhibit A attached hereto) is intended to, or should be construed to, create a partnership, agency, joint venture, or employment relationship between the Contractor and Town. The Contractor agrees and acknowledges that it shall not be entitled to any of the benefits that the Town may make available to its employees, including, without limitation, vehicle or cell phone allowance, paid or accrued sick, vacation, or holiday time, retirement benefits, medical, dental, vision, life, disability, or other insurance, and any other benefits, except as expressly stated in this Agreement. Further, the Contractor agrees and acknowledges that it is an independent contractor for all purposes, including, without limitation, the application the Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Act, and provisions of the Internal Revenue Code. The Town will not pay for or provide Workers' Compensation Insurance to the Contractor.

2. **Term**. This Agreement shall commence on the Effective Date and conclude on August 31, 2024, at 11:59 p.m., unless terminated earlier as provided in Section 10 herein (the "Term"). The Term may be renewed and extended for such additional period(s) of time as the Parties may hereafter mutually agree in writing.

3. **Services**. The services to be provided and performed by the Contractor to the Town during the Term of this Agreement consist of (1) those services specifically set forth and outlined in Exhibit A, which is attached hereto and incorporated herein for all purposes; and (2) such other services as may be lawfully requested of the Contractor from time to time by the Town (the "Services"). Contractor shall, at all times during the Term of this Agreement, perform the Services at a high standard, in a good, reasonable, safe, efficient, and professional manner, in accordance with all applicable federal, state, and local laws, rules, regulations, standards, code, and ordinances, as amended, and consistent with the terms and conditions of this Agreement.

4. **Compensation**. During the Term of this Agreement, the Town shall pay the Contractor at an hourly rate of **$45.68**.

In paying the Compensation to the Contractor, the Town will adhere to the Town's payment policies and procedures and all applicable federal, state, and local laws, rules, and regulations, including, without limitation, the Prompt Payment Act.

5. **No Authority to Bind**. The Contractor is not authorized to make any representation, contract, or commitment on behalf of the Town, unless specifically requested or authorized by a lawful act of the Town, which lawful act must be evidenced by a writing signed by an authorized representative of the Town.

6. **Taxes**. The Contractor is solely responsible for adhering to applicable tax law and remitting any tax payments required by any federal, state, or local tax authority with jurisdiction, with respect to the performance of Services and receipt of Compensation under this Agreement. The Town will not withhold any portion of Compensation for Services rendered, including any social security, federal, state, or any other employee payroll taxes payable or garnishments with respect to the Contractor. The Town will, as applicable, report amounts paid to the Contractor to the Internal Revenue Service.

7. **Expense Reimbursement**. The Town shall reimburse the Contractor for all reasonable out-of-pocket expenses incurred by the Contractor to perform the Services hereunder, provided that the Contractor (1) receives express written consent from the Town authorizing the Contractor to incur the expense, which approval by the Town shall be received by the Contractor prior to the Contractor incurring the expense; and (2) maintains and presents the Town with sufficient and appropriate documentation of the expense (including the necessary approval by the Town) (the "Invoices"), which Invoices must be submitted to the Town within ten (10) days after the Contractor incurs the expense (such expenses referred to herein as the "Expenses"). The Town shall reimburse the Contractor for all Expenses within fifteen (15) days of the Town's receipt of Invoices submitted by the Contractor to the Town, which Invoices must evidence the Contractor's strict compliance with this Section 7. In reimbursing the Contractor for Expenses, the Town will adhere to the Town's payment policies and procedures and all applicable federal, state, and local laws, rules, and regulations, including, without limitation, the Prompt Payment Act.

8. **INDEMNIFICATION. TO THE FULLEST EXTENT PROVIDED BY LAW, THE CONTRACTOR HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS THE TOWN AND ITS OFFICERS, EMPLOYEES, DIRECTORS, AGENTS, REPRESENTATIVES, SUCCESSORS, AND ASSIGNS (COLLECTIVELY, THE "INDEMNIFIED PARTIES") FROM AND AGAINST ANY AND ALL LIABILITIES, CLAIMS, LIENS, INJURIES, DAMAGES, COSTS, AND EXPENSES (INCLUDING, WITHOUT LIMITATION, ATTORNEYS' FEES) ARISING FROM OR IN ANY MANNER CONNECTED WITH THE CONTRACTOR'S PERFORMANCE OF THE SERVICES UNDER THIS AGREEMENT; PROVIDED, HOWEVER, THAT THIS INDEMNIFICATION SHALL NOT EXTEND TO ANY LIABILITY, CLAIM, LIEN, INJURY, DAMAGE, COST AND EXPENSE (INCLUDING, WITHOUT LIMITATION, ATTORNEYS' FEES) ARISING FROM OR IN ANY MANNER CONNECTED WITH ANY NEGLIGENT, WRONGFUL, OR UNLAWFUL ACT OR OMISSION OF THE INDEMNIFIED PARTIES.**

9. **Liability and Insurance**. The Town shall not be responsible for any injury to, illness of, death of, or property loss by the Contractor before, during, or after the Term of this Agreement relating to the Contractor's performance of the Services under this Agreement. The Contractor shall be responsible for securing adequate insurance (including, without limitation, health and liability insurance) during the Term of this Agreement.

10. **Termination**. This Agreement shall automatically terminate on the expiration of the Term (as provided in Section 2 herein), unless terminated earlier in accordance with this Section 10. Either Party may terminate this Agreement, at any time and for any reason, upon five (5) days' prior written notice to the other Party. Upon termination of this Agreement, the Parties agree that the Town shall pay the Compensation to the Contractor, and reimburse the Contractor for any Expenses incurred, in connection with any Services performed *prior* to—but not *after*—the termination of this Agreement; unless this Agreement is terminated by the Town for good cause, in which case the Contractor shall not receive payment from the Town for any outstanding Compensation or Expenses. The Parties agree and acknowledge that it shall be good cause for the Town to terminate this Agreement if the Contractor fails to perform the Services (1) to the Town's reasonable satisfaction; and/or (2) in strict accordance with the terms and conditions of this Agreement ("Good Cause" herein). Notwithstanding the foregoing, the Contractor's obligations under Sections 8 and 9 of this Agreement shall survive the termination of this Agreement.

11. **Governing Law; Venue**. This Agreement shall be governed by the laws of the State of Texas. Any litigation in any way relating to this Agreement shall be brought in a state court of competent jurisdiction in Tarrant County, Texas.

12. **Notices**. All notices that a Party is required or may desire to give the other Party under or in connection with this Agreement shall be deemed sufficient if given by addressing the

same to the other Party at the addresses provided below or at such other place as may be designated in writing by the like notice. All notices shall be deemed delivered when addressed as required herein and deposited in the United States mail, first class postage prepaid, certified mail, return receipt requested.

(1) If to the Town:

Town of Westlake, Texas
ATTN: Mayor Sean Kilbride
1500 Solana Boulevard, Building 7, Suite 7200
Westlake, TX 76262

(2) If to the Contractor:

Dianna Buchanan
[redacted]

13. **Entire Agreement**. This Agreement contains the entire understanding and agreement between the Parties and, accordingly, this Agreement supersedes any prior oral or written understandings or agreements.

14. **Modification or Amendment**. This Agreement shall not be modified or amended except in writing signed by the Parties.

15. **Severability**. The invalidity, in whole or in part, of any paragraph or section of this Agreement shall not affect the validity of the remainder of the paragraph, section, or this Agreement.

16. **Counterparts**. This Agreement may be executed in several individual counterparts, each of which shall be deemed an original and constitute one and the same instrument.

17. **Assignment**. The rights and obligations of the Parties hereunder may not be assigned, in whole or in part, without the prior written consent of the other Party hereto.

18. **Drafting Provisions**. This Agreement shall be deemed to have been drafted equally by each Party hereto. The language of all parts of this Agreement shall be constructed as a whole according to its fair and common meaning and any presumption or principle that the language herein is to be construed against any Party shall not apply. Headings in this Agreement are inserted for the conveniences of the Parties only and, accordingly, are not intended to be used in construing this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date that the last Party executes this Agreement by signing below (the "Effective Date").

TOWN

TOWN OF WESTLAKE, TEXAS

BY: Sean Kilbride

NAME: Sean Kilbride

TITLE: Mayor

DATE: 04/24/2024

ATTESTED BY:

NAME: Amy Piukana

TITLE: Town Secretary

CONTRACTOR

DIANNA BUCHANAN

BY: Dianna K. Buchanan

DATE: 4/23/2024

STATE OF TEXAS §
§
COUNTY OF Tarrant §

BEFORE ME, the undersigned authority, a notary public in and for the State of Texas, on this day personally appeared Dianna Buchanan known to me or proved to me on the oath of Self or through Drivers License (description of identity card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 24 day of April 2024.

My Commission Expires:

AMY MELINDA PIUKANA
Notary ID #126766873
My Commission Expires
February 16, 2025

Notary Public in and for the
State of Texas

Amy Piukana
Printed or Typed Name of Notary

Exhibit "A" – Scope of Services
Interim Town Secretary

Services Provided:

- Administer and direct the preparation and posting of Town Council agendas and notices, to include the assembly and distribution of meeting agenda packets and posting all notices of Town Council meetings and Town board and committee meetings, as required, in accordance with the Texas Open Meetings Act; attend all Town Council meetings, and process all actions taken by the Town Council. Attend other meetings as required and process their official actions.
- Administer and oversee the maintenance of official records by serving as the official custodian of records, ensuring the preservation of original documentation to include but not limited to all ordinances, resolutions, minutes, and other legal documents.
- Direct and coordinate the Town's records management program to include records retention, retrieval, and destruction, maintaining records retention policies and procedures, as well as conducting records management training to Town staff to ensure that all records are maintained in compliance with rules, regulations and laws governing procedures for recording and maintaining official Town records.
- Serve as the custodian of the Town seal and affixes to all official papers. Attest to the Mayor's signature on all documents and issue certified copies of Town records.
- Direct and conduct activities of municipal elections as prescribed by Town ordinances and in accordance with the Texas Election Code; monitor election procedures; ensure compliance with Texas Local Government Laws and Texas Election Code and other election rules and regulations; and ensure election records are open to the public.
- Serve as Public Information Officer; direct and respond to public information requests in accordance with the Texas Public Information Act and provide timely and accurate information to internal and external customers.
- Administers the issuance of municipal licenses and various regulatory licenses in accordance with applicable Town ordinances and other regulations.
- Serve on Executive Management Team and perform other related duties and assignments as required.
- Prepares and administers departmental budget; assures that assigned areas of responsibility are performed within budget; monitors revenues and expenditures in assigned area to assure sound fiscal control; assures effective and efficient use of budgeted funds, personnel, materials, facilities, and time.
- Coordinates and prepares routine legal documents with the Town/Academy Attorney's Office. Provides administrative support to the Mayor, Town Council members and Town Manager.
- Attends professional development workshops and conferences. Travels to various destinations in and out of the Town.
- Performs other duties as assigned.

IN WITNESS WHEREOF, the Town of Westlake has caused this Agreement to be executed by a duly authorized person, on the date entered below and this Agreement shall be binding when accepted by and executed by the Contractor on the date entered below.

By Dianna K Buchanan — 4-24-2024
Date

By Sean Kilbride — 04/24/2024
Sean Kilbride, Mayor — Date

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

File #: 24-096 **Agenda Date:** 5/20/2024 **Agenda #:** H.2.

TOWN STAFF REPORT RECOMMENDATIONS

Consider approving Town Council Board of Trustees Meeting Minutes from the following meeting(s): February 5, 2024 Regular Meeting and April 1, 2024 Special Meeting (Dianna Buchanan, Interim Town Secretary)

STAFF: Dianna Buchanan, Interim Town Secretary

BACKGROUND:

The Town Council Board of Trustees shall review and approve the proposed draft minutes. Once approved, the Town Secretary shall make available to the public and follow all records management procedures required by the State.

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to approve minutes, as presented.
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table
4) Motion to deny

Town of Westlake

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

Town Council/Board of Trustees

Meeting Minutes

Monday, April 1, 2024 **5:00 PM** **Council Chamber**

JOINT TOWN COUNCIL AND PLANNING & ZONING COMMISSION

Present Town Council: Mayor Sean Kilbride, Kim Greaves, David Quint, and Tim Shiner *(Anna White, Absent)*

Present Planning & Zoning Commission: Adam Coffey, Nizar Didarali, David Ricci, and Tammy Reeves

A. CALL TO ORDER (5:00 P.M.)

Mayor Kilbride and Planning and Zoning Chair Adam Coffey called the joint meeting to order at 5 p.m.

B. PLEDGE OF ALLEGIANCE

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

C. CITIZEN/PARENT COMMENTS:

There were no citizens that spoke regarding this item.

D. PROCLAMATION(S)

D.1. 24-057 Presentation of a Proclamation recognizing the HOC (House of Commons) for their services (Mayor Kilbride)

Mayor Kilbride provided the Speaker of House for the House of Commons (HOC) Ms. Dahlia Hassani Yasar with a proclamation recognizing the House of Commons.

D.2. 24-080 Presentation of a Proclamation recognizing the DAWGS (Dads Assisting Westlake's Great Students) for their services (Mayor Sean Kilbride)

Mayor Kilbride recognized the Dads Assisting Westlake's Great Students (DAWGS) for volunteering and provided a proclamation in appreciation.

E. PUBLIC HEARING(S):

E.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

described and depicted in Ordinance 315; and take appropriate action (Ron Ruthven, Director Planning)

Planning Director Ron Ruthven briefed Town Council regarding this item.

The Town Council discussed the site development plan, and why this specific project (Pinstack entertainment) was chosen, hours of operation, and Police presence.

Mr. Robert Span, Hillwood Development Manager, spoke noting this is a good first step to trigger more opportunities for the area. He explained there are no immediate plans but expects a retail mixed-use plan for the future.

After discussion, a motion was made by Mayor Pro Tem Quint to approve Ordinance 987, as presented. Motion seconded by Council Member Greaves. Motion approved unanimously.

E.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 Highway170; and take appropriate action (Ron Ruthven, Director of Planning and Development)**

Motion made by Council Member Greaves to approve Ordinance 988, as presented. Motion seconded by Mayor Pro Tem Quint. Motion approved unanimously.

E.3. ORD-993 **Conduct a public hearing and consider approving Ordinance 993 approving amendments to Ordinance 769, as amended, approving a concept and development plan for a portion of the PD3-5A zoning district, located between State Highway 114/170 and Schwab Way; and take appropriate action (Ron Ruthven, Planning and Development Director)**

Mayor Kilbride noted this item would be discussed in conjunction with Agenda Item E.4, (Resolution 24-24).

E.4. RES 24-24 **Conduct a public hearing and consider approval of Resolution 24-24 approving a preliminary site evaluation for the Circle T Front 44 Phase One development, containing 16.38 acres, located between State Highway 114/170 and Schwab Way; and take appropriate action (Ron Ruthven, Planning and Development Director)**

Director of Planning Ron Ruthven suggested combining Item E.3 (Ordinance 993) and E.4 (Resolution 24-24) together.

Mr. Ruthven provided an update on both items.

The Town Council discussed the following items: percentage of land being developed in this phase (25-30%), zoning and future use, public access to the development, utilities, and infrastructure (Public Works), and next steps.

Commissioner Coffey opened the public hearing for Items E.3 (Ordinance 993) and E.4 (Resolution 24-24). There were no speakers present. Chairman Coffey closed the public hearings. A motion was made by Commissioner Ricci to approve Item E.3 (Ordinance 993), as presented. Motion seconded by Commissioner Reeves. Motion approved unanimously.

Motion was made by Commissioner Didarali to approve Agenda Item E.4 (Resolution 24-24), as presented. Motion seconded by Commissioner Ricci. Motion approved unanimously.

Motion made by Mayor Pro Tem Quint to approve Agenda Item E.3 (Ordinance 993), as presented. Motion seconded by Council Member Shiner. Motion approved unanimously.

Motion made by Mayor Pro Tem Quint to approve Agenda Item E.4 (Resolution 24-24), as presented. Motion seconded by Council Member Greaves. Motion approved unanimously.

E.5. ORD-994 Conduct a public hearing and consider approving Ordinance 994 approving amendments to Ordinance 959 conditions, and approving a development plan for a portion of Lot 2R1, Block 1, Westlake/Southlake Park Addition Number One; and take appropriate action (Ron Ruthven, Planning and Development Director)

Director of Planning Ron Ruthven briefed Council regarding this item.

The Town Council discussed number of homes (51), The Knolls verses Entrada design guidelines, guarded/gated community, traffic flow and anti stacking device, road size at Entrada, the process, ...

The Planning and Zoning Commission discussed: reason for changing to Entrada design, zoning exhibit changes with entrance at Solana ensuring stacking, traffic flow, blending and perimeter fencing/barrier to Entrada, parking, road size and the use of solar.

Mr. Frank Bonilla spoke addressing Council regarding his requested changes.

Planning and Zoning Chairman Adam Coffey suggested not mixing the builds and suggested either constructing the Entrada design or to construct the Knolls design, but not both.

Mr. Bonilla expressed concerns with the bond.

Mayor suggested approving Section(s) ABHKMS remove the $500k bond and to allow only the Knolls architecture designs.

Reeves requested clarification of separating from Entrada, options to develop Knolls or Entrada, buffer to Solana, depth of buffer, lot sizes, Entrada verses The Knolls design standards, and the neighborhood concept plan.

After discussion, Chairman Coffey opened the public hearing. No comments provided; Chairman Coffey closed the public hearing. A motion was made by Commissioner Didarali to approve the proposed plan as discussed by the Mayor's recommendation *(Sections A, B, H, K, M, S of the submitted guidelines with removal of the $500k bond, and to authorize the Knolls design only.)* Motion seconded by Commissioner Coffey.

Motion approved by the following vote:
In Favor: Didarali, Coffey
Opposed: Ricci
Abstained: Reeves

Commissioner Reeves asked for further discussion regarding the percentage of open space and the larger lot located on southeastern side.

After discussion, Commissioner Coffey asked for a revote. A motion was made by Commissioner Didarali to approve *(Sections A, B, H, K, M, S of the submitted guidelines with removal of the $500k bond, and to authorize the Knolls design only.)Motion seconded by Commissioner Reeves. Motion approved by the following vote:*
In Favor: Didarali, Coffey, Reeves
Opposed: Ricci
Motion passed by vote of 3-1.

Council Member Shiner made a motion to approve *(Sections A, B, H, K, M, S of the submitted guidelines with removal of the $500k bond, and to authorize the Knolls design only.)* Motion seconded by Council Member Greaves. Motion approved unanimously.

F. CONSENT AGENDA ITEM(S):

Motion to approve Consent Items F.1 and F.2, as presented was made by Council Member Greaves. Motion seconded by Mayor Pro Tem Quint. Motion approved unanimously.

F.1. 24-074 Receive a Racial Profiling Report from the Keller Police Department (Police Chief Brad Fortune)

F.2. 24-075 Consider approving Town Council Board of Trustees Meeting Minutes from the following meeting(s): February 5, 2024 (Regular Meeting) and March 21, 2024 (Special Meeting); and take appropriate action (Amy Piukana, Town Secretary)

F.3. RES 24-15 Consider approving Resolution 24-15 authorizing an interlocal agreement with City of Midlothian for Medical Supplies; and take appropriate action (Jon Ard, Fire Chief)

G. REGULAR AGENDA ITEM(S)

G.1. 24-052 **Discuss and consider 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)**

Mayor Kilbride reviewed this item with G.2, (Vaquero).

After discussion, Mayor Kilbride suggested asking Granada to deed the park land to the Town of Westlake and maintain 40% of the cost, with the Town paying for the remaining 60% and for the Town will pay for the median area.

Motion made by Mayor Pro Tem Quint that the Town Manager draft a contract for Granada to deed the park land to the Town of Westlake and Granada to maintain 40% of the cost, with the Town of Westlake paying for the remaining 60% of the cost. Motion seconded by Council Member Shiner. Motion approved unanimously.

G.2. 24-066 **Discuss and consider the amendments to Economic Development Agreements between the Town of Westlake and Quail Hollow, Res 16-35 and 17-16, and the Economic Development Agreement between the Town of Westlake and Vaquero, Ordinance 360 and 444, accepting the responsibility and costs associated with median maintenance on Davis Boulevard adjacent to Vaquero and Quail Hallow and take appropriate action. (Sean Kilbride, Mayor)**

Planning Chair Adam Coffey spoke (as a resident) on behalf of the Vaquero's Homeowner’s Association regarding this item noting this property is located in the middle of Davis Boulevard and is a city owned median.

The Town Council discussed the following items: costs to maintain city owned medians, complete analysis of public owned land and the impact to maintain, and quality of life to residents.

After discussion, a motion was made by Mayor Pro Tem Quint that the Town Manager draft a contract with Vaquero that the Town pay for the median maintenance at Vaquero and Quail Hallow, as discussed. Motion seconded by Council Member Shiner. Motion approved unanimously.

G.3. 24-067 **Discuss and consider the addition of a streetlight at Davis Boulevard adjacent to Quail Hollow and Vaquero entrance and take appropriate action (Sean Kilbride, Mayor)**

Planning and Zoning Chairman Adam Coffey spoke regarding this item noting with increased traffic and the need for discussion of traffic patterns, explaining it's difficult to turn left on Davis Boulevard.

The Town Council discussed: the need for a traffic study, resident feedback from Vaquero residents in regard to adding a signal light at Quail Hallow and Vaquero entrance.

Motion made by Council Member Greaves to authorize the Town Manager to conduct a traffic warrant study for the Vaquero and Quail Hallow intersection. Motion seconded by Mayor Pro Tem Quint seconded. Motion approved unanimously. *(Mayor Kilbride noted complete study with all options. Council Member Greaves requested a speed study be included.)*

G.4. 24-079 **Discuss and consider the sale of Town owned property within Entrada, specifically 0.646 acres 34 Cortez, Westlake Entrada - Cortez Block L Lot 6, through public auction by sealed bid as required by Local Government Code 253 and notice such auction as required in Local Government Code 272 and take appropriate action. (Sean Kilbride, Mayor)**

Mayor Kilbride briefed Council regarding this item.

The Town Council discussed: the appraisal (completed last year), sealed bid, newspaper publication (twice in newspaper, one week apart), PID annual payment, interests on the property.

Council Member Greaves made a motion to approve the sale of Town owned property within Entrada specifically 0.646 acres 34 Cortez, Westlake Entrada - Cortez Block L Lot 6, through public auction by sealed bid as required by Local Government Code 253. Motion seconded by Council Member Shiner. Motion approved unanimously.

H. FUTURE AGENDA ITEMS:

No future agenda items were discussed.

I. CLOSED EXECUTIVE SESSION

I.1. 24-070 **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 (Carolyn Anderson, Interim Head of School)

J. ADJOURNMENT

The Planning and Zoning Chairman Adam Coffey adjourned the Planning and Zoning portion of the meeting at 6:14 p.m.

Mayor Kilbride adjourned the Council meeting at 6:22 p.m.

Signed by: _____ _____
Mayor Sean C. Kilbride Adam Coffey, Chairman P&Z

Attested by: _____
Amy M. Piukana, Town Secretary

Town of Westlake

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

Town Council/Board of Trustees

Meeting Minutes

Monday, February 5, 2024 **4:00 PM** **Council Chamber**

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

A. CLOSED EXECUTIVE SESSION (4:00 P.M. FIRST DISCUSSION)

A.1. 23-300 **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 regarding Westlake Academy (Head of School/Interim Head of School), Town Secretary (Mayor Kilbride)
(b) Section 551.071(2) Consultation with Town Attorney to seek advice of counsel: Westlake Academy Special Education procedures (Janet Bubert, Westlake Academy Attorney)

Mayor Kilbride recessed into closed executive session at 4:01 p.m. and reconvened into open session at 4:25 p.m. No action was taken.

B. REGULAR MEETING – Call to Order (4:15 P.M.)

Mayor Kilbride called the regular meeting to order at 4:26 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:

No citizen comments provided.

E. ITEMS OF COMMUNITY INTEREST:

Director of Communications Jon Sasser provided a report on Items of Community Interest.

F. REPORTS:

F.1. 24-018 **Receive an annual Fire Report (John Ard, Fire Chief)**

Fire Chief Jon Ard provided an annual Fire Report. After discussion, the Fire Chief noted the Fire Department has had turnover with staffing with outgoing firemen noting the current pay plan is not competitive.

F.2. 23-291 **Receive an Information Technology Audit Report from Inspira Enterprises (Jason Power, Director of Information Technology)**

Mr. Tim Sanavah with Inspira Technologies briefed the Town Council regarding this item.

Mayor Kilbride requested a brief recess at 4:48 p.m.

The Town Council reconvened and announced this item would be tabled to the next meeting for a closed session discussion. (To ensure network security information is protected.)

CONSENT AGENDA:

G.1. 23-304 **Consider approving Town Council Board of Trustees Meeting Minutes from the following meeting(s): November 6, 2023 (Regular Meeting); and take appropriate action (Amy Piukana, Town Secretary)**

G.2. 23-295 **Consider ratifying yearly contractual payment for PowerSchool SIS and eFinancePlus software for Westlake Academy in the amount of $43,302.89; and take appropriate action (Carolyn Anderson Interim Head of School/Jason Power, Director of Information Technology)**

G.3. 23-315 **Consider ratifying expenditure for the IB exam registration fees for the Westlake Academy class of 2024; and take appropriate action (Brandon Llewellyn, Diploma Program Coordinator)**

G.4. RES 24-04 **Consider approving Resolution 24-04 ratifying expenditures in an amount of $28,339.45 to Wildstone Construction, Inc. for waterline relocation and repairs on Cordona; and take appropriate action (Kyle Flanagan, Deputy Director of Public Works)**

G.5. RES 24-01 **Consider ratifying Resolution 24-01 entering into a joint TexBuy cooperative purchasing program (at no cost) for goods and services (multifunction printers/copiers/scanners), authorizing the Town to enter into an interlocal agreement with Region 16 Education Service Center; and take appropriate action (Jason Power, Director of Information Technology)**

G.6. 23-309 **Consider ratifying the signing of the lease agreement with MFD Business Solutions for four (4) multifunction printers/copiers/scanners (3 for Westlake Academy, 1 for Fire EMS stations), including service, support, maintenance, supplies, and managed printing software, at the TexBuy Cooperative rate of $1574 per month for 60 months, which is included and accounted for in the approved FY24 budget; and take appropriate action (Jason Power, Director of Information Technology)**

G.7. 23-292 **Consider ratifying expenditure of approved FY24 budget funds for the yearly subscription renewal Laserfiche Managed Cloud document management, utilized by Westlake Academy and all Municipal departments, in the amount of $37,375; and take appropriate action (Jason Power, Director of Information Technology)**

G.8. 23-293 **Consider ratifying expenditure of FY24 budgeted funds for Microsoft M365 12-month subscription, which is utilized by all municipal staff, Town Council, and the Planning and Zoning Commission, in the amount of $33,432; and take appropriate action (Jason Power, Director of Information Technology)**

G.9. 23-294 **Consider ratifying expenditure of FY24 budgeted funds in the amount of $21,588 for ThinkGard DataGard backup, storage, and disaster recovery services for Westlake Academy and the Municipality for 1 year; and take appropriate action (Jason Power, Director of Information Technology)**

G.10. WA RES 24-01 **Consider adopting WA Resolution 24-01 accepting the Westlake Academy Year End Budget Amendment for fiscal year ending August 31, 2023, including assigned fund balances; and take appropriate action (Cayce Lay Lamas, Director of Finance)**

G.11. ORD-991 **Consider adopting Ordinance 991 amending the Town of Westlake Municipal Budget for fiscal year 2023 and appropriating related funds into fiscal year 2024; and take appropriate action (Cayce Lay Lamas, Director of Finance).**

G.12. RES 24-07 **Consider approval of Resolution 24-07 amending the I.O.O.F Westlake Cemetery Rules and Regulations and Sales Policies; and take appropriate action (Wade Carroll, Town Manager)**

G.13. ORD-985 **Consider adopting Ordinance 985 amending Ordinance 976 for the Master Fee Schedule by updating Westlake I.O.O.F. Cemetery Fees; and take appropriate action (Wade Carroll, Town Manager)**

G.14. ORD-986 **Consider adopting Ordinance 986 calling and ordering the General Election held in conjunction with a Special Election for May 4, 2024 for the purpose of electing a Mayor and two (2) Town Council Members/Board of Trustees and filling one (1) Council Member vacancy for an unexpired term ending in May 2025, in accordance with the provisions of Section 23.023, Texas Local Government Code; and take appropriate action (Amy Piukana, Town Secretary)**

G.15. WA RES 24-08 **Consider approving WA Resolution 24-08 to amend the 2023-2024 budget for additional payment to English I/II teacher to teach a one-semester class for 9th and 10th grade students who need additional reading support; and take appropriate action; and take appropriate action (Dr. James Owen, High School Principal)**

G.16. RES 24-08 **Consider approving Resolution 24-08 authorizing a purchase agreement with Municipal Emergency Services (MES) of four Self-Contained Breathing Apparatus (SCBA) previously approved in the FY23-24 budget not to exceed $37,000.00 for the Fire Department; and take appropriate action (Jon Ard, Fire Chief)**

G.17. RES 24-10 **Consider approving Resolution 24-10 entering into a master interlocal purchasing agreement with City of Grand Prairie for the purpose of providing pavement repair services; and take appropriate action (Kyle Flanagan, Deputy Director of Public Works)**

G.18. RES 24-12 **Consider approving Resolution 24-12 authorizing the Town Manager to enter into a Interlocal Agreement with Reynolds for Asphalt for road repairs; and take appropriate action (Kyle Flanagan, Deputy Director Public Works)**

G.19. RES 24-11 **Consider approving Resolution 24-11 authorizing the Town Manager to execute an agreement with Curtco Crack Repair; and take appropriate action (Kyle Flanagan, Deputy Director of Public Works)**

G.20. WA-RES 24-03 **Consider approving WA Resolution 24-03 authorizing the expenditure of funds to Flock Group, Inc. in an amount not to exceed $116,000 for Flock Security Cameras at all Town of Westlake entrances and Westlake Academy; and take appropriate action (Wade Carroll, Town Manager)**

G.21. 23-299 **Consider allowing Glenwyck Homeowners' Association to access Town owned power sources to operate two (2) walk-through gates at Glenwick Park, and to have the Town pay for electricity needed to operate the gates at an annual cost not to exceed $2400. All costs associated with equipment installation and future repairs of the walkthrough gates, motors, and electrical equipment to be paid for by the Glenwyck Homeowners Association; and take appropriate action (Wade Carroll, Town Manager)**

G.22. 24-032 **Consider Council requested improvements, not to exceed $35,000 and the corresponding FY24 budget amendment, to improve the crosswalk on Ottinger Road near Westlake Academy; and take appropriate action (Wade Carroll, Town Manager)**

Motion to approve Consent Items G.1 through G.15, as presented was made by Mayor Pro Tem Quint. Motion seconded by Council Member Shiner.

H. PUBLIC HEARING:

H.1. 23-301 **Conduct a Public Hearing and discuss the 2023 Charter FIRST rating for Westlake Academy based on School Year 2021-2022 data, and the Annual Financial Management Report. (Marlene Rutledge, Academic Finance Manager)**

Academic Finance Manager Marlene Rutledge provided the 2023 Charter FIRST rating.

Mayor Kilbride noted this is a Public Hearing. There were no citizens present that wished to speak. Mayor Kilbride closed the Public Hearing.

I. REGULAR AGENDA ITEM(S):

I.1. RES 24-05 Consider approving Resolution 24-05 accepting the 2022 Audit Report; and take appropriate action (Cayce Lay Lamas, Director of Finance)

Director of Finance Cayce Lay Llamas introduced Brooks Watson (Auditor) who provided an update remotely via zoom.

The Town Council discussed length of time to complete the audit, current audit status and process, industry standard and average time to complete the audit and uniqueness of auditing for the Westlake Academy, Town and Texas Student Housing Authority. The Auditor noted staffing changes created delays.

After discussion, a motion was made by Mayor Pro Tem Quint to approve Resolution 24-05, as presented. Motion seconded by Council Member White. Motion approved unanimously.

I.2. WA RES 24-05 Consider approving WA Resolution 24-05 amending the Westlake Academy Graduation Policy; and take appropriate action (Dr. James Owen, High School Principal)

Dr. Owen briefed Town Council regarding this item.

After discussion, a motion to approve WA Res 24-05, as presented made by Council Member White, seconded by Mayor Pro Tem Quint. Motion approved unanimously.

I.3. WA RES 24-06 Consider approving WA Resolution 24-06 amending the Westlake Academy Admission Policy; and take appropriate action (Janet Bubert, School Attorney)

School Attorney Janet Bubert briefed Town Council regarding this item.

A motion was made by Mayor Pro Tem Quint to approve WA Resolution 24-06, as presented. Motion seonded by Council Member White. Motion approved unanimously.

J. CLOSED EXECUTIVE SESSION (SECOND DISCUSSION)

J.1. 23-300 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 regarding Westlake Academy (Head of School/Interim Head of School), Town Secretary (Mayor Kilbride)
(b) Section 551.071(2) Consultation with Town Attorney to seek advice

of counsel: Westlake Academy Special Education procedures (Janet Bubert, Westlake Academy Attorney)

The Town Council did not recess for an additional closed session opportunity.

J.2 TAKE ANY ACTION, IF NEEDED, FROM EXECUTIVE SESSION ITEMS

Motion to approve amending the Town Secretary's contract was made by Mayor Pro Tem Quint, seconded by Council Member Shiner. Motion approved unanimously.

Motion to approve amendment to the Interim Head of School's contract with a two year PYP position was made by Mayor Pro Tem Quint, seconded by Council Member Shiner.

Motion prevailed by the following vote:
Aye - Shiner, Quint
Opposed - Greaves, White
Tie vote: 2-2, Mayor Kilbride voted in support to break the tie.
Final motion: 3-2

Motion to approve the search committee authorizing a 7-person committee to include 3 teachers, 2 parents and 2 Council Members was made by Mayor Pro Tem Quint, seconded by Council Member Shiner.

Motion prevailed by the following vote:
Aye - Shiner, Quint
Opposed - Greaves, White
Tie vote: 2-2, Mayor Kilbride voted in support to break the tie.
Final motion: 3-2

L. COUNCIL RECAP/STAFF DIRECTION

M. FUTURE AGENDA ITEMS:

Mayor Pro Tem Quint requested discussion regarding field drainage.

Mayo Kilbride requested Strategic Planning and Governance training.

Council Member White requested an agenda item for no more hiring, firing or pay raises until next Head of School is in place. Council Member Greaves seconded this item. (March 18)

N. ADJOURNMENT

Mayor Kilbride adjourned the meeting at 5:39 p.m.

Signed by: _____
Mayor Kim Greaves

Attested by: _____
Dianna Buchanan, InterimTown Secretary

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

File #: WA RES 24-12 **Agenda Date:** 5/20/2024 **Agenda #:** H.3.

TOWN STAFF REPORT RECOMMENDATION

Consider approving WA Resolution 24-12 authorizing the expenditure of funds to Accelerate Learning Inc. in the amount of $29,146.00 for Westlake Academy grades K-5 science resources (Marlene Rutledge, Academic Finance Manager)

STAFF: Marlene Rutledge, Academic Finance Manager

BACKGROUND:

Staff report was not received from the Academy.

DISCUSSION:

FISCAL IMPACT:

$29,146.00 will be charged to Instructional Materials Allotment (IMA) funds. IMA funds are not budgeted for within the annual budget.

STAFF RECOMMENDATION:

Staff recommends approval of WA Resolution 24-12, as presented.

STEMscopes™ TEXAS

Accelerate Learning Inc.

STEMscopes Quote

updated 2/24

Quote/Invoice Number	00103898
Account Name	Westlake Academy
Shipping Address	2600 J T Ottinger Rd Roanoke, Texas 76262-8012 United States
Created Date	2/21/2024
Prepared By	Kristine Olmsted

MAIL PAYMENTS TO:

Division	Accelerate Learning Inc.
Company Address	PO BOX 732464 Dallas, 75373-2464

K-5 science
2024- 2028

The quantity below represents the total number of students for each grade level.

Product Name	ISBN	Quantity	Years	List Price	Sales Price	Total Price
STEMscopes Science TX - Grade 1 Student Bundle (Online, Student Notebook Set (Consumable), Teacher Guide per year for 4 Yr)	979-8-89069-408-9	65.00	4 Years	$84.40	$84.40	$5,486.00
STEMscopes Science TX - Grade 2 Student Bundle (Online, Student Notebook (Consumable) Set, Teacher Guide per year for 4 Yr)	979-8-89069-416-4	65.00	4 Years	$92.40	$92.40	$6,006.00
STEMscopes Science TX - Grade 3 Student Bundle (Online, Student Notebook (Consumable), Teacher Guide per year for 4 Yr)	979-8-89069-424-9	65.00	4 Years	$66.40	$66.40	$4,316.00
STEMscopes Science TX - Grade 4 Student Bundle (Online, Student Notebook (Consumable), Teacher Guide per year for 4 Yr)	979-8-89069-432-4	65.00	4 Years	$66.40	$66.40	$4,316.00
STEMscopes Science TX - Grade 5 Student Bundle (Online, Student Notebook (Consumable), Teacher Guide per year for 4 Yr)	979-8-89069-440-9	65.00	4 Years	$66.40	$66.40	$4,316.00
STEMscopes Science TX - Kindergarten Student Bundle (Online, Student Notebook (Consumable) Set, Teacher Guide per year for 4 Yr)	979-8-89069-359-4	65.00	4 Years	$72.40	$72.40	$4,706.00

Subtotal	$29,146.00
Shipping	$0.00
Order Total	$29,146.00

State laws require that we collect sales tax based on where our physical products are shipped to or used. If you wish to claim tax exemption we must have a Tax Exemption Certificate on file for you. Please submit your Tax Exemption Certificate by visiting **STEMscopes.com/contact** so that we can update your account accordingly. If you are not tax-exempt and are not claiming tax exemption, please disregard this notice. Should you have any questions or concerns, please contact us.

one lab- four pages (Explore) x .25 = $1.00 a student
$1.00 x 160 students = $160
in PC Client for 1 lab.
the book will pay for itself after 1 labs.

WESTLAKE ACADEMY
REQUISITION STATUS/HISTORY

SELECTION CRITERIA:

REQ NUM: R04392 DATE ENTERED 05/09/24 DATE REQUIRED *=EXCEEDS BUDGET

ITEM	PO NUMBER	DAYS OVERDUE / COMMODITY----	DESCRIPTION----------	STS	APP/DENY	QUANTITY	UOM	SHIPPING	TAX AMOUNT TRADE-IN/DISC	ESTIMATE
R04392-01			STEMSCOPES G1 BUNDLE 979-8-8906	P	05/10/24	65.00	EA		0.00 0.00	5486.00
R04392-02			STEMSCOPES G2 BUNDLE 979-8-8906	P	05/10/24	65.00	EA		0.00 0.00	6006.00
R04392-03			STEMSCOPES G3 BUNDLE979-8-89069	P	05/10/24	65.00	EA		0.00 0.00	4316.00
R04392-04			SRTEMSCOPES G4 BUNDLE 979-8-890	P	05/10/24	65.00	EA		0.00 0.00	4316.00
R04392-05			STEMSCOPES G5 BUNDLE 979-8-8906	P	05/10/24	65.00	EA		0.00 0.00	4316.00
R04392-06			STEMSCOPES KINDER BUNDLE	P	05/10/24	65.00	EA		0.00 0.00	4706.00
			979-8=89069=359=4							
	APPROVAL	WA ES GK-G5	BUYER-- LUDWIG		TOTAL	390.00		0.00	0.00 0.00	29146.00

SUMMARY

	ORDERED	SHIPPING	TAX AMOUNT TRADE-IN/DISC	EST.COST
REPORT TOTAL	390.00	0.00	0.00 0.00	29146.00

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

File #: ORD-996 **Agenda Date:** 5/20/2024 **Agenda #:** H.4.

TOWN STAFF REPORT RECOMMENDATIONS

Consider adopting Ordinance 996, updating the Municipal Court Fees; and take appropriate action (Martha Solis, Court Administrator)

STAFF: Martha Solis, Court Administrator

BACKGROUND:

The proposed ordinance provides current fee updates which have not been conducted since December 2019. The proposed Ordinance amends the Code of Ordinances to reflect these changes.

STAFF RECOMMENDATION:

Staff recommends adopting the amended Ordinance 996.

- **ATTACHMENT(S):**
- **Ordinance 996 - Red Line**
- **Ordinance 996 - Proposed**

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to adopt Ordinance 996, as presented
2) Motion to amend Ordinance 996, with the following stipulations (please state stipulations in motion)
3) Motion to table
4) Motion to deny

TOWN OF WESTLAKE

ORDINANCE NO. 902

AN ORDINANCE OF THE TOWN OF WESTLAKE AMENDING CHAPTER 30, COURTS, ARTICLE II, MUNICIPAL COURT BY REPEALING SECTION 30-41, AMENDING AND REPLACING DIVISION 2, REPEALING DIVISION 3, AND AMENDING SECTIONS 30-38 & 30-40; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town of Westlake, Texas ("Town"), is a general law municipality and is authorized to enact regulations as necessary to protect the health, safety and welfare of the public and, may enact ordinances relative to its citizens' health, safety, and welfare that are not inconsistent with the Constitution and laws of the State; and

WHEREAS, the Town has created a Municipal Court of record, having concurrent jurisdiction with the justice court in criminal cases that arise in the Town and that are punishable by fine only; and

WHEREAS, Senate Bill 346 of the 86th Legislature ("SB 346") consolidated and allocated criminal court costs contained in current law; and

WHEREAS, SB 346 has a preemptive effect on ordinances adopted prior to its effective date of January 1, 2020; and

WHEREAS, the Town Council finds and determines that the fees and costs adopted by this Ordinance are in compliance with the provisions and intent of SB 346, and are thus, revenue neutral to the greatest extent possible; and

WHEREAS, all statutory and constitutional requirements for the passage of this Ordinance have been adhered to, including but not limited to the Open Meetings Act.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2: That Chapter 30, Courts, Article II, Municipal Court, is amended by repealing Section 30-41.

SECTION 3: That Chapter 30, Courts, Article II, Municipal Court, Division 2 is amended and replaced, which shall read as following:

DIVISION 2 – ALLOCATION OF COURT COSTS

Sec. 30-56. – Municipal Court building security fund

(a) There is hereby created a Municipal Court Building Security Fund.

(b) The Municipal Court Building Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.

(c) The money deposited in the Municipal Court Building Security Fund may be used to the extent permissible under state law.

Sec. 30-57 – Juvenile case manager; local truancy prevention and diversion fund

(a) The Municipal Court is authorized to employ one (1) or more juvenile case managers who:

(1) shall assist the court in administering the court's juvenile docket and in supervising its court orders in juvenile cases; and

(2) may provide prevention services to a child considered at-risk of entering the juvenile justice system and intervention services to juveniles engaged in misconduct prior to cases being filed, excluding traffic offenses.

(b) There is hereby created a local Truancy Prevention and Diversion Fund.

(c) The local Truancy Prevention and Diversion Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.

(d) A fund created under this section may be used to the extent permissible under state law.

Sec. 30-58 – Municipal Court technology fund

(a) There is hereby created a Municipal Court Technology Fund.

(b) The Municipal Court Technology Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.

(c) The money deposited in the Municipal Court Technology Fund may be used to the extent permissible under state law.

Sec. 30-59 – Municipal jury fund

(a) There is hereby created a Municipal Jury Fund.

(b) The Municipal Jury Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.

(c) The money deposited in the Municipal Jury Fund may be used to the extent permissible under state law.

SECTION 4: That Chapter 30, Courts, Section 30-38 is amended and replaced, which shall read as follows:

Sec. 30-38. – Warrant fee reimbursement

The following reimbursement fees are hereby established and shall be imposed and collected by the Town's Municipal Court of record for a defendant convicted of a misdemeanor in the following instances:

(1) When a defendant has been convicted in the Municipal Court of the Town, the defendant shall pay the sum of $50.00 for the execution or processing of an issued arrest warrant or capias by a peace officer. The reimbursement fee shall be assessed on conviction regardless of whether the defendant was also arrested at the same time for another offense and shall be assessed for each arrest made of a defendant arising out of the offense for which the defendant has been convicted.

(2) Proceeds collected hereunder shall be retained by the Town in accordance with law.

SECTION 5: That Chapter 30, Courts, Section 30-40 is amended and replaced, which shall read as follows:

Sec. 30-40. – Credit card processing ~~reimbursement~~ fee (Credit card processing fee)

The Municipal Court shall charge ~~a reimbursement~~ nominal fee for processing a payment by credit card used to pay outstanding fines, fees, court costs, or other charges.

****Can we change the above statement to say:

The Municipal Court shall engage a third party payment processor which will charge a nominal fee for processing a payment by credit/debit card used to pay outstanding fines, fees, court costs, or other charges.

The reason for this change is payments collected through credit card the vendor charges the defendant a 6% fee. We also don't want to have to amend this each time the fee changes.

SECTION 6: That Chapter 30, Courts, Article II, Municipal Court, Division 3 is hereby repealed.

SECTION 7: That this Ordinance shall be cumulative of all other Town Ordinances and all other provisions of other Ordinances adopted by the Town which are inconsistent with the terms or provisions of this Ordinance are hereby repealed.

SECTION 8: It is hereby declared to be the intention of the Town Council of the Town of Westlake, Texas, that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such legal invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Town Council of the Town of Westlake without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 9: This ordinance shall take effect immediately from and after its passage as the law in such case provides.

PASSED AND APPROVED ON THIS 16th DAY OF DECEMBER 2019.

_____

ATTEST: Kim Greaves, Mayor

_____ _____

Dianna Buchanan PIukana, Town Secretary Wade Carroll, Town Manager

APPROVED AS TO FORM:

_____

L. Stanton Lowry, Town Attorney

TOWN OF WESTLAKE

ORDINANCE NO. 902

AN ORDINANCE OF THE TOWN OF WESTLAKE AMENDING CHAPTER 30, COURTS, ARTICLE II, MUNICIPAL COURT BY REPEALING SECTION 30-41, AMENDING AND REPLACING DIVISION 2, REPEALING DIVISION 3, AND AMENDING SECTIONS 30-38 & 30-40; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town of Westlake, Texas ("Town"), is a general law municipality and is authorized to enact regulations as necessary to protect the health, safety and welfare of the public and, may enact ordinances relative to its citizens' health, safety, and welfare that are not inconsistent with the Constitution and laws of the State; and

WHEREAS, the Town has created a Municipal Court of record, having concurrent jurisdiction with the justice court in criminal cases that arise in the Town and that are punishable by fine only; and

WHEREAS, Senate Bill 346 of the 86th Legislature ("SB 346") consolidated and allocated criminal court costs contained in current law; and

WHEREAS, SB 346 has a preemptive effect on ordinances adopted prior to its effective date of January 1, 2020; and

WHEREAS, the Town Council finds and determines that the fees and costs adopted by this Ordinance are in compliance with the provisions and intent of SB 346, and are thus, revenue neutral to the greatest extent possible; and

WHEREAS, all statutory and constitutional requirements for the passage of this Ordinance have been adhered to, including but not limited to the Open Meetings Act.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2: That Chapter 30, Courts, Article II, Municipal Court, is amended by repealing Section 30-41.

SECTION 3: That Chapter 30, Courts, Article II, Municipal Court, Division 2 is amended and replaced, which shall read as following:

DIVISION 2 – ALLOCATION OF COURT COSTS

Sec. 30-56. – Municipal Court building security fund

(a) There is hereby created a Municipal Court Building Security Fund.

(b) The Municipal Court Building Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.

(c) The money deposited in the Municipal Court Building Security Fund may be used to the extent permissible under state law.

Sec. 30-57 – Juvenile case manager; local truancy prevention and diversion fund

(a) The Municipal Court is authorized to employ one (1) or more juvenile case managers who:

(1) shall assist the court in administering the court's juvenile docket and in supervising its court orders in juvenile cases; and

(2) may provide prevention services to a child considered at-risk of entering the juvenile justice system and intervention services to juveniles engaged in misconduct prior to cases being filed, excluding traffic offenses.

(b) There is hereby created a local Truancy Prevention and Diversion Fund.

(c) The local Truancy Prevention and Diversion Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.

(d) A fund created under this section may be used to the extent permissible under state law.

Sec. 30-58 – Municipal Court technology fund

(a) There is hereby created a Municipal Court Technology Fund.

(b) The Municipal Court Technology Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.

(c) The money deposited in the Municipal Court Technology Fund may be used to the extent permissible under state law.

Sec. 30-59 – Municipal jury fund

(a) There is hereby created a Municipal Jury Fund.

(b) The Municipal Jury Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.

(c) The money deposited in the Municipal Jury Fund may be used to the extent permissible under state law.

SECTION 4: That Chapter 30, Courts, Section 30-38 is amended and replaced, which shall read as follows:

Sec. 30-38. – Warrant fee reimbursement

The following reimbursement fees are hereby established and shall be imposed and collected by the Town's Municipal Court of record no. 1 for a defendant convicted of a misdemeanor in the following instances:

(1) When a defendant has been convicted in the Municipal Court of the Town, the defendant shall pay the sum of $50.00 for the execution or processing of an issued arrest warrant or capias by a peace officer. The reimbursement fee shall be assessed on conviction regardless of whether the defendant was also arrested at the same time for another offense, and shall be assessed for each arrest made of a defendant arising out of the offense for which the defendant has been convicted.

(2) Proceeds collected hereunder shall be retained by the Town in accordance with law.

SECTION 5: That Chapter 30, Courts, Section 30-40 is amended and replaced, which shall read as follows:

Sec. 30-40. – Credit card processing fee

The Municipal Court shall engage a third party payment processor which will charge a nominal fee for processing a payment by credit/debit card used to pay outstanding fines, fees, court costs, or other charges.

SECTION 6: That Chapter 30, Courts, Article II, Municipal Court, Division 3 is hereby repealed.

SECTION 7: That this Ordinance shall be cumulative of all other Town Ordinances and all other provisions of other Ordinances adopted by the Town which are inconsistent with the terms or provisions of this Ordinance are hereby repealed.

SECTION 8: It is hereby declared to be the intention of the Town Council of the Town of Westlake, Texas, that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of

competent jurisdiction, such legal invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Town Council of the Town of Westlake without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 9: This ordinance shall take effect immediately from and after its passage as the law in such case provides.

PASSED AND APPROVED ON THIS 20th DAY OF MAY 2024.

ATTEST: _____
Kim Greaves, Mayor

_____ _____
Dianna Buchanan Interim, Town Secretary Wade Carroll, Town Manager

APPROVED AS TO FORM:

_____
L. Stanton Lowry, Town Attorney

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

File #: WA RES 24-13 **Agenda Date:** 5/20/2024 **Agenda #:** H.5.

BOARD OF TRUSTEES AGENDA ITEM

Regular Meeting - Consent Item
Monday, May 20, 2024

TOPIC:
Consider and act regarding a Resolution authorizing the Town Manager/Superintendent to execute an InterLocal Agreement with the Education Service Center Region 11 renewing the Employee Benefits Cooperative Program for Academic staff.(Sandy Garza, Director of Human Resources)

STAFF: Sandy Garza, Director of Human Resources

STRATEGIC ALIGNMENT

Vision, Value, Mission	Perspective	Curriculum	Outcome Objective
Mission: Westlake Academy is an IB World School whose mission is to provide students with an internationally minded education of the highest quality, so they are well-balanced life-long learners.	**People, Facilities, & Technology**	**PYP / MYP / DP**	**Attract, Recruit & Retain the Highest Quality Workforce**

SUMMARY

Westlake expanded and enhanced its academic employee benefit package by joining the ESC Region 11 Benefits Cooperative in August 2008. The Cooperative, currently serving 52 school districts and charter schools consisting of thousands of members, offers Westlake a more comprehensive and competitive academic benefits package at a lower cost. By leveraging the numbers of its members, this program is capable of leveraging products and services in a more cost-efficient manner than the Academy can obtain on its own. It is necessary to renew the Interlocal Agreement on an annual basis. This renewal is for the 2024-2025 school year.

COUNCIL ACTION/OPTIONS

Council may move to approve or reject the proposed ILA.

STAFF RECOMMENDATION

Staff recommends approval of the proposed ILA.

FISCAL/SERVICE LEVEL IMPACT TO COMMUNITY

Project Cost/Funding Amount: N/A
Funding Source: N/A
Contract: No
Forms: N/A

Service Levels: The proposed ILA does not affect current levels of service

DEVELOPMENT/MOBILITY IMPACT TO COMMUNITY

Westlake Academy: N/A
Comprehensive Plan: N/A
Cost Recovery Analysis: N/A
Traffic Impact: N/A

ATTACHMENTS

Resolution
Proposed Region 11 ILA

WESTLAKE ACADEMY

RESOLUTION WA RES 24-13

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE AN INTERLOCAL AGREEMENT WITH THE EDUCATION SERVICE CENTER REGION 11 FOR THE EMPLOYEE BENEFITS COOPERATIVE PROGRAM FOR ACADEMIC STAFF.

WHEREAS, Westlake has utilized the business and student services of the Education Service Center Region 11, which is responsible for providing training for faculty and staff, providing compliance training for public education rules and regulations, performing the payroll functions in full compliance with the Texas Education Agency (TEA) Financial Accountability System Resource Guide, as well as offering software and information technology training and hosting services to Westlake; and,

WHEREAS, the Town Council, pursuant to the authority granted under Chapter 791 Government Code, as amended, desires to join other school districts, charter schools, or governmental entities to participate in employee benefits offered by the Education Service Center Region 11 Employee Benefits Cooperative (the "ESC Region 11 BC"), holding the opinion that participation in these programs will be beneficial to the school district, charter school, or governmental entities and its employees; and,

WHEREAS, the Town Council finds that the passage of this Resolution is in the best interest of the citizens of Westlake as well as the students, their parents, and faculty.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF TRUSTEES OF THE WESTLAKE ACADEMY, TEXAS:

SECTION 1: That all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: The Town Council of the Town of Westlake hereby approves the Interlocal Agreement with Educational Services Center Region 11 for the Employee Benefits Cooperative Program for academic staff, attached as **Exhibit "A",** and further authorizes the Town Manager to execute the agreement on behalf of the Town of Westlake, Texas.

SECTION 3: If any portion of this Resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Resolution without the invalid provision.

SECTION 4: That this resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 20th DAY OF MAY 2024.

_____
Kim Greaves, Mayor

ATTEST:

_____
Dianna Buchanan, Interim Town Secretary

_____
Wade Carroll, Town Manager

APPROVED AS TO FORM:

_____
L. Stanton Lowry or Janet S. Bubert,
Town Attorney

EDUCATION SERVICE CENTER REGION 11 BENEFITS COOPERATIVE
INTERLOCAL AGREEMENT RESOLUTION AND AGREEMENT

WHEREAS, Town of Westlake, charter holder of Westlake Academy, of Westlake, Texas, ("Participant") pursuant to the authority granted under Chapter 791 Government Code, as amended, desires to join together with other school districts, charter schools, or governmental entities to participate in employee benefits offered by the Education Service Center Region 11 Employee Benefits Cooperative (the "ESC Region 11 BC"), holding the opinion that participation in these programs will be beneficial to the school district, charter school, or governmental entities and its employees;

WHEREAS, the ESC Region 11 BC is managed by a committee called the Board of Record that consists of the superintendents or chief executive officers or their designees from each of the Participants in the Coop;

NOW, THEREFORE BE IT RESOLVED that Board of Trustees of Participant requests the ESC Region 11 BC to include Town of Westlake, charter holder of Westlake Academy as a participant. Participant acknowledges and agrees to the following:

1. The purposes of the ESC Region 11 BC are governmental functions or services that each party to this agreement is authorized to perform individually;
2. Any obligation to pay any fees will come from current revenues available to the Participant;
3. Such fees fairly compensate the parties performing the functions and services under the agreement;
4. This agreement incorporates the Operational Procedures developed by the Board of Record as it currently exists or may be hereafter amended by action of the Board of Record;
5. Participant delegates to the Board of Record authority to modify the Operational Procedures as the Board of Record deems in the best interests of the ESC Region 11 BC;
6. Participant delegates to the Board of Record all purchasing functions related to the purposes of this interlocal agreement to the maximum extent permitted by law;
7. Participant shall comply with the Operational Procedures as established, modified, and/or approved by the Board of Record;
8. The ESC Region 11 BC shall comply with the purchasing requirements for the purchase of personal property and services as required by Chapter 44 of the Education Code and Chapter 791 of the Local Government Code;
9. The term of this agreement shall be one year, from September 1, 2024, to August 31, 2025; and
10. Participant or the ESC Region 11 BC may terminate Participant's participation in the ESC Region 11 BC for any reason by giving written notice to the ESC Region 11 BC Board of Record sixty (60) calendar days before the anniversary date of this agreement.

BE IT FURTHER RESOLVED that the Board of Trustees of Participant authorizes its superintendent to execute any and all documents and take whatever action necessary to carry out the desires of the Board of Trustees as stated herein.

I certify that the foregoing is a true and correct copy of the resolution and agreement adopted by the Board of Trustees of Town of Westlake, charter holder of Westlake Academy and that the same is reflected in the minutes of the Board meeting held May 20, 2024.

In witness thereof, we hereunto affix our signatures this 20th day of May, 20 24.

BY:

Signature of School Board or Charter School Board President	Typed Name of School Board or Charter School Board President
Signature of School Board or Charter School Board Secretary	Typed Name of School Board or Charter School Board Secretary
Signature of District or Charter School Superintendent/Chief Financial Officer	Typed Name of District or Charter School Board Superintendent/Chief Financial Officer

Name of Agency: Town of Westlake, charter holder of Westlake Academy

Address: 1500 Solana Blvd., Bldg. 7, Ste. 7200
Westlake, Texas 76262

Name of Contact Person: Sandy M. Garza

Phone Number: 817-490-5734

Signature of ESC Region 11 BC Board President	Wes Eversole Typed Name of ESC Region 11 BC Board President
Signature of ESC Region 11 BC Board Secretary	Ravonne Allmon-Smith Typed Name of ESC Region 11 BC Board Secretary
Signature of ESC Region 11 Executive Director	Clyde W. Steelman, Jr. Ed.D Typed Name of ESC Region 11 Executive Director
Date Approved by ESC Region 11 BC	

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

File #: RES 24-29 **Agenda Date:** 5/20/2024 **Agenda #:** H.6.

TOWN STAFF REPORT RECOMMENDATIONS

Consider Resolution 24-29 amending the authorized signers on depository accounts and take appropriate action (Cayce Lay Lamas, Director of Finance)

STAFF: Cayce Lay Lamas, Director of Finance

BACKGROUND:

Due to the recent changes in the governing body, as a result of the May 4, 2024 municipal election, it is necessary to change the authorized signers on the Town of Westlake/Westlake Academy depository accounts with First Financial Bank, Texas CLASS, and TexPool.

STAFF RECOMMENDATION:

Staff recommends approval.

ATTACHMENT(S):

Resolution 24-29

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to approve
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table
4) Motion to deny

TOWN OF WESTLAKE

RESOLUTION NO. 24-29

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, AMENDING THE AUTHORIZED SIGNERS ON THE TOWN OF WESTLAKE AND WESTLAKE ACADEMY DEPOSITORY ACCOUNTS WITH FIRST FINANCIAL BANK, TEXAS CLASS, AND TEXPOOL.

WHEREAS, authorized signers of the Town of Westlake and Westlake Academy's depository accounts may require amendments at certain times due to changes in structure and/or personnel; and

WHEREAS, due to elected official changes, it is necessary to change the authorized signers on the Town of Westlake and Westlake Academy's accounts with First Financial Bank, Texas CLASS and TexPool; and

WHEREAS, signers on the Town and Academy accounts include the Town Manager or designee, Director of Finance, Mayor, and the Mayor Pro Tem. The Director of Finance's signature appears on all checks, with the Town Manager, Mayor, or Mayor Pro Tem signing all checks exceeding $10,000; and

WHEREAS, the Town Council finds that the passage of this Resolution is in the best interest of the citizens of Westlake.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That, all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: That the Town of Westlake Council hereby designates Wade Carroll (Town Manager), Cayce Lay Lamas (Director of Finance), Kim Greaves (Mayor), and the Mayor Pro Tem, as nominated and approved during the Council meeting on May 20, 2024, as authorized signers of the Town of Westlake and Westlake Academy's depository accounts with First Financial Bank, Texas CLASS, and TexPool.

SECTION 3: If any portion of this Resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Resolution without the invalid provision.

SECTION 4: That this Resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 20TH DAY OF MAY 2024.

ATTEST:

_____
Kim Greaves, Mayor

_____
Dianna Buchanan, Interim Town Secretary

APPROVED AS TO FORM:

_____
L. Stanton Lowry, Town Attorney

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

File #: RES 24-31 **Agenda Date:** 5/20/2024 **Agenda #:** H.7.

TOWN STAFF REPORT RECOMMENDATIONS

Consider Resolution 24-31 amending the authorized trustees for the insurance trust account with First Financial Bank (Cayce Lay Lamas, Finance Director)

STAFF: Cayce Lay Lamas, Finance Director

BACKGROUND:

Due to the change in the governing body with the election on May 4, 2024, it is necessary to amend the authorized trustees on the legally-required insurance trust account held with the Town and Academy's depository, First Financial Bank.

This action will designate Kim Greaves (Mayor), Wade Carroll (Town Manager), and Cayce Lay Lamas (Director of Finance) as authorized signers and trustees.

FISCAL IMPACT:

There is no fiscal impact to this resolution.

STAFF RECOMMENDATION:

Staff recommend approval.

ATTACHMENT(S):

Resolution 24-31

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to approve
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table
4) Motion to deny

TOWN OF WESTLAKE

RESOLUTION NO. 24-31

A RESOLUTION OF THE TOWN COUNCIL 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.

WHEREAS, authorized signers of the Town of Westlake's depository accounts may require amendments at certain times due to changes in structure and/or personnel; and

WHEREAS, the Town's Insurance Trust account is required for payment of health insurance premiums when government sales tax exemption is claimed, per Texas Insurance Code § 222.002; and

WHEREAS, signers on the Town's Insurance accounts have previously included the Mayor, Town Manager or designee, and the Director of Finance;

WHEREAS, due to the current need to change authorized signers on the Town's bank accounts, it is necessary to change the authorized signers on the Town's Insurance Trust account; and

WHEREAS, the Town Council finds that the passage of this Resolution is in the best interest of the citizens of Westlake.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That, all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: That the Town of Westlake Council hereby designates Kim Greaves, Wade Carroll, and Cayce Lay Lamas as authorized signers and Trustees for the Town of Westlake Insurance Trust Account with First Financial Bank.

SECTION 3: If any portion of this Resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Resolution without the invalid provision.

SECTION 4: That this resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 20TH DAY OF MAY 2024.

ATTEST:

_____
Kim Greaves, Mayor

_____
Dianna Buchanan, Interim Town Secretary

APPROVED AS TO FORM:

_____
L. Stanton Lowry, Town Attorney

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

File #: RES 24-30 **Agenda Date:** 5/20/2024 **Agenda #:** H.8.

TOWN STAFF REPORT RECOMMENDATIONS

Consider and act regarding Resolution 24-30 to ratify purchases made over $20,000 (Cayce Lay Lamas, Finance Director)

STAFF: Cayce Lay Lamas, Finance Director

BACKGROUND:

During 2023, Town Council/Board of Trustees voted to lower the spending authorization without elected official vote for the Town Manager and Head of School from the State-prescribed $50,000 to $20,000. This lowered threshold did not impact the procurement legal requirements outlined by the State of Texas, which have been followed by staff when purchasing all goods and services.

Due to the interest of the Town Council/Board of Trustees and staff's desire to be transparent, a fiscal year-to-date listing of all invoices over $20,000 are presented for inspection and formal ratification. All purchases listed have been previously authorized by the Council/Board, either via direct vote in an open meeting or budget adoption. Purchases considered approved via budget adoption include legally-mandated remittances to State or Federal entities, contractual costs to provide water and sewer services to constituents, capital projects spanning multiple fiscal years, and rent, insurance, and utilities for Town and Academy functions.

DISCUSSION:

The Town Council/Board of Trustees has expressed a desire for increased understanding of the spending activities by the Town and Academy, particularly as a mechanism to increase budgetary controls and encourage accountability. The governing body approved a resolution requiring a record vote on purchases over $20,000. While the governing body approved annual budgets for both the Town and the Academy, which included routine, contractual, or otherwise mandated spending, staff is providing a comprehensive list of all invoices over the threshold for a formal ratification.

Additionally, the Council/Board may recognize purchases that were approved via vote. It should be noted that the current makeup of the Council/Board may not have been participants in all of these votes. These purchases include a legal settlement, capital projects at the Academy, emergency repairs, information technology infrastructure, equipment purchases, police services, and the Head of School search.

FISCAL IMPACT:

There is no fiscal impact to this item.

STAFF RECOMMENDATION:

Staff recommends approval.

ATTACHMENT(S):

Paid Town Invoices over $20,000 (October 1, 2023-May 15, 2024)

Paid Academy Invoices over $20,000 (September 1, 2023-May 15, 2024)

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to approve
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table
4) Motion to deny

VENDOR/PAYER NUMBER	TRANSACTION DATE	AMOUNT	INVOICE	CHECK NUMBER	DESCRIPTION
TEACHER RETIREMENT SYSTEM	09/15/23	46,973.00	TRS A/C 09/2023	V1516	TRS Active Care Group Insurance
ESC REGION 11	10/02/23	31,043.85	CONTRACT AGREEMENT	17891	FY24 Annual Technology Contract (old ERP)
TEACHER RETIREMENT SYSTEM	10/15/23	46,448.00	TRS A/C 10/2023	V1488	TRS Active Care Group Insurance
SAFE HAVEN DEFENSE LLC	10/25/23	109,569.20	23-WESTLAKE-01	V1067	Window Safety Shield
SAFE HAVEN DEFENSE LLC	11/03/23	109,569.20	23WESTLAKE 01	V1074	Window Safety Shield (reissue of voided check)
THE HARTFORD	11/14/23	32,220.74	ACCT 17220920	17963	Property Liability & Workers' Comp Insurance
DIVERSIFIED SEARCH LLC	11/15/23	26,133.00	INV-05609	V1114	HOS Recruitment
TEACHER RETIREMENT SYSTEM	11/15/23	48,292.00	TRS A/C 11/2023	V1489	TRS Active Care Group Insurance
TEACHER RETIREMENT SYSTEM	11/17/23	20,084.41	08/18/23 PR	V1105	Pension Costs
INTERNAL REVENUE SERVICE	11/17/23	20,378.80	09/01/23 PR	V1385	Payroll Taxes
TEACHER RETIREMENT SYSTEM	11/17/23	21,634.42	09/01/23 PR	V1395	Pension Costs
TEACHER RETIREMENT SYSTEM	11/17/23	21,347.11	09/15/23 PR	V1397	Pension Costs
TEACHER RETIREMENT SYSTEM	11/17/23	21,738.99	09/29/23 PR	V1403	Pension Costs
TEACHER RETIREMENT SYSTEM	11/17/23	22,408.73	10/13/23 PR	V1408	Pension Costs
TEACHER RETIREMENT SYSTEM	11/17/23	22,463.11	11/10/23 PR	V1415	Pension Costs
INTERNAL REVENUE SERVICE	11/17/23	20,298.82	10/27/23 PR	V1416	Payroll Taxes
TEACHER RETIREMENT SYSTEM	11/17/23	22,671.37	10/27/23 PR	V1420	Pension Costs
TEACHER RETIREMENT SYSTEM	12/15/23	48,781.00	TRS A/C 12/2023	V1490	TRS Active Care Group Insurance
INTERNATIONAL BACCALAUREATE ORG	12/28/23	44,030.00	12502250	V1176	IB Exam Fees
THE HARTFORD	12/28/23	21,514.82	12/2023 & 01/2024 BILLING STMT	V1370	Property Liability & Workers' Comp Insurance
TEACHER RETIREMENT SYSTEM	01/15/24	47,522.00	TRS A/C 01/2024	V1491	TRS Active Care Group Insurance
POWERSCHOOL HOLDINGS LLC	02/07/24	43,302.89	INV382920	V1230	FY24 Annual Technology Contract (new ERP)
TEACHER RETIREMENT SYSTEM	02/15/24	48,108.00	TRS A/C 02/2024	V1492	TRS Active Care Group Insurance
DIVERSIFIED SEARCH LLC	02/22/24	26,133.00	INV-06311	V1241	HOS Recruitment
TEACHER RETIREMENT SYSTEM	02/23/24	22,355.67	11/24/23 PR	V1425	Pension Costs
INTERNAL REVENUE SERVICE	02/23/24	21,129.54	12/22/23 PR	V1433	Payroll Taxes
TEACHER RETIREMENT SYSTEM	02/23/24	23,307.84	12/22/23 PR	V1437	Pension Costs
TEACHER RETIREMENT SYSTEM	02/23/24	21,164.35	01/05/24 PR	V1442	Pension Costs
TEACHER RETIREMENT SYSTEM	02/23/24	22,240.39	02/02/24 PR	V1453	Pension Costs
INTERNAL REVENUE SERVICE	02/23/24	21,065.60	02/16/24 PR	V1455	Payroll Taxes
TEACHER RETIREMENT SYSTEM	02/23/24	21,618.57	12/08/23 PR	V1496	Pension Costs
TEACHER RETIREMENT SYSTEM	02/23/24	21,986.64	01/19/24 PR	V1497	Pension Costs
TEACHER RETIREMENT SYSTEM	02/23/24	22,576.99	02/16/24 PR	V1498	Pension Costs
TEACHER RETIREMENT SYSTEM	03/11/24	22,300.50	03/01/24 PR	V1499	Pension Costs
TEACHER RETIREMENT SYSTEM	03/15/24	47,775.00	TRS A/C 03/2024	V1493	TRS Active Care Group Insurance
TEACHER RETIREMENT SYSTEM	03/20/24	22,197.17	03/15/24 PR	V1501	Pension Costs
TEACHER RETIREMENT SYSTEM	04/15/24	47,775.00	TRS A/C 04/2024	V1494	TRS Active Care Group Insurance
TEACHER RETIREMENT SYSTEM	04/17/24	23,103.34	04/12/24 PR	V1504	Pension Costs
TEACHER RETIREMENT SYSTEM	04/29/24	21,494.52	03/29/24 PR	V1503	Pension Costs

VENDOR/PAYER NUMBER	TRANSACTION DATE	AMOUNT	INVOICE	CHECK NUMBER	DESCRIPTION
TEACHER RETIREMENT SYSTEM	04/29/24	22,325.52	04/26/24 PR	V1509	Pension Costs
DIVERSIFIED SEARCH LLC	05/07/24	26,134.00	INV-09325	V1378	HOS Recruitment
TEACHER RETIREMENT SYSTEM	05/15/24	47,775.00	TRS A/C 05/2024	V1495	TRS Active Care Group Insurance

Vendor Number	Vendor Name	Date Paid	Check Number	Description	Invoice Amount	Invoice Number
10	City of Fort Worth Water Dept	10/04/23	36624	Fort Worth Water Service	376,072.30	AUGUST 2023
2979	Comptroller of Public Accounts	10/04/23	36628	Quarterly Remittance-Court Fees	51,132.70	MC Q3 2023
452	Terminix Commercial	10/04/23	36653	Gym Remodel Remediation	23,747.00	435067061
265	Trinity River Authority	10/04/23	36657	Sewer Treatment	40,673.00	BB 2689
1374	United States Treasury	10/04/23	36658	Payroll Taxes	42,404.81	999
473	City of Southlake UB Dept	10/18/23	36675	Southlake Water Service	139,238.81	2034314
1339	Steele-Freeman, Inc.	10/18/23	36700	Gym Remodel	65,862.67	1657
1339	Steele-Freeman, Inc.	10/18/23	36700	Gym Remodel	88,394.05	1704
2957	SOL Westlake LP (Glenstar)	10/18/23	36723	October 2023 Rent	58,183.62	10.20
134	TML Intergovernmental RiskPool	10/18/23	36725	Annual Property Insurance	176,664.84	3422-10012023
265	Trinity River Authority	10/18/23	36726	Sewer Treatment	40,673.00	BB 2699
1374	United States Treasury	10/18/23	36727	Payroll Taxes	44,078.10	999
2628	Armstrong-Douglass Partners	11/01/23	36729	Foundation Permit-Deloitte Way (Pass Thru)	46,050.00	97230781
10	City of Fort Worth Water Dept	11/01/23	36732	FY2023 Annual Billing Settle-Up	76,033.16	ANNUALBILLING23
1374	United States Treasury	11/01/23	36766	Payroll Taxes	42,871.58	999
1676	Wendy Burgess, Tax Assessor	11/01/23	36767	Entrada PID Assessment-TY 2023	22,790.28	42346426-2023
3024	Builder Recovery Services LLC	11/09/23	36768	Settlement: CASE 236-304811-18	190,000.00	236-304811-18
473	City of Southlake UB Dept	11/15/23	36783	Southlake Water Service	67,566.45	2045661
3205	NWN Corporation	11/15/23	36808	Zoom F2024	23,837.69	IN537087
2957	SOL Westlake LP (Glenstar)	11/15/23	36818	November 2023 Rent	58,492.64	11.20
1339	Steele-Freeman, Inc.	11/15/23	36820	Gym Remodel	211,746.72	1720
1374	United States Treasury	11/15/23	36831	Payroll Taxes	41,283.16	999
3115	Waypoint Business Solutions	11/15/23	36834	Licenses 10.15.23-10.14.24	63,064.62	AAAI17962AAAI17
253	Logical Solutions, Inc.	12/01/23	36844	HVAC Units at Westlake Academy Gym	155,256.00	SD5464
1374	United States Treasury	12/01/23	36859	Payroll Taxes	45,656.63	999
17	City of Keller Finance	12/13/23	36870	KPD FY2024 Q1	299,466.00	INV240024
17	City of Keller Finance	12/13/23	36870	SRO FY2024 Q1	28,507.35	INV240029
472	Control Specialist Services LP	12/13/23	36872	Pump Station ATS Rebuild	27,917.00	23-7419-01
2957	SOL Westlake LP (Glenstar)	12/13/23	36901	December 2023 Rent	58,183.62	12.20
1374	United States Treasury	12/13/23	36910	Payroll Taxes	43,373.52	999
2628	Armstrong-Douglass Partners	12/27/23	36915	Foundation Permit-Deloitte Way (Pass Thru)	46,050.00	97230781R
10	City of Fort Worth Water Dept	12/27/23	36922	Fort Worth Water Service	200,176.78	OCTOBER 2023
1339	Steele-Freeman, Inc.	12/27/23	36948	Gym Remodel	20,271.08	1756
265	Trinity River Authority	12/27/23	36956	Sewer Treatment	77,030.00	BB 2711
265	Trinity River Authority	12/27/23	36956	Sewer Treatment	77,030.00	BB 2721

Vendor Number	Vendor Name	Date Paid	Check Number	Description	Invoice Amount	Invoice Number
1374	United States Treasury	12/27/23	36957	Payroll Taxes	45,453.85	999
268	Casco Industries	01/10/24	36968	Bunker Gear	24,948.80	256597
2552	Smith Lawn and Tree	01/10/24	37005	#4753: Fall Limb Cleanup	22,144.85	459171
275	Southlake Water Utilities	01/10/24	37006	Southlake Water Service	76,410.72	2063518
2957	SOL Westlake LP (Glenstar)	01/10/24	37007	January 2024 Rent	58,428.43	JAN RENT 2024
1374	United States Treasury	01/10/24	37016	Payroll Taxes	40,887.30	999
1995	Caldwell Country Chevrolet II	01/25/24	37025	Academy Vans	45,634.00	P1252235
1995	Caldwell Country Chevrolet II	01/25/24	37025	Academy Vans	45,634.00	P1252593
1995	Caldwell Country Chevrolet II	01/25/24	37025	Academy Vans	46,034.00	P1252289
2979	Comptroller of Public Accounts	01/25/24	37027	Academy Vans	45,735.80	MC Q4 2023
275	Southlake Water Utilities	01/25/24	37050	Southlake Water Service	58,289.02	2074849
265	Trinity River Authority	01/25/24	37056	Sewer Treatment	77,030.00	BB2731
1374	United States Treasury	01/25/24	37057	Payroll Taxes	41,375.19	999
10	City of Fort Worth Water Dept	02/08/24	37063	Fort Worth Water Service	139,598.63	NOVEMBER 2023
10	City of Fort Worth Water Dept	02/08/24	37063	Fort Worth Water Service	118,692.62	DECEMBER 2023
17	City of Keller Finance	02/08/24	37064	SRO FY2024 Q2	36,781.51	INV240039
468	MCCi, LLC	02/08/24	37081	Laserfiche Cloud: 3/7-3/6	37,375.00	RN15579
2957	SOL Westlake LP (Glenstar)	02/08/24	37092	February 2024 Rent	57,998.95	2.20
1374	United States Treasury	02/08/24	37100	Payroll Taxes	50,043.50	999
472	Control Specialist Services LP	02/08/24	37119	Replace Mag Meters at Pump Stn	24,273.00	23-7527-01
3120	IT Partners	02/08/24	37128	Datto Backup & DR	21,588.00	76447
275	Southlake Water Utilities	02/21/24	37144	Southlake Water Service	74,095.31	2079753
2518	Tangent Computer Inc	02/21/24	37147	O365: Billing Cycle: 1.30.24-01.29.25	31,760.40	03585-K1F1W7
265	Trinity River Authority	02/21/24	37156	Sewer Treatment	77,030.00	BB2741
1374	United States Treasury	02/21/24	37157	Payroll Taxes	43,742.38	999
17	City of Keller Finance	03/06/24	37166	Jan-Mar 2024 Police Services	299,466.00	INV240055
1374	United States Treasury	03/06/24	37185	Payroll Taxes	42,883.65	999
3235	WILDSTONE CONSTRUCTION, LLC	03/06/24	37186	20 Water Main Repair	34,253.31	CIRCLE T: 1
2957	SOL Westlake LP (Glenstar)	03/12/24	37188	March 2024 Rent	68,070.04	MARCH 2024
1339	Steele-Freeman, Inc.	03/12/24	37189	Gym Remodel	43,577.14	1779
10	City of Fort Worth Water Dept	03/20/24	37205	Fort Worth Water Service	84,033.48	JANUARY 2024
3267	Flock Group Inc	03/20/24	37212	LPR Cameras - Install & Y1	115,200.00	INV-33954
275	Southlake Water Utilities	03/20/24	37235	Southlake Water Service	78,296.74	2091125
265	Trinity River Authority	03/20/24	37243	Sewer Treatment	77,030.00	BB 2753
1374	United States Treasury	03/20/24	37244	Payroll Taxes	62,790.55	999

Vendor Number	Vendor Name	Date Paid	Check Number	Description	Invoice Amount	Invoice Number
2628	Armstrong-Douglass Partners	04/03/24	37251	Deloitte Permits thru November 2023 (Pass Thru)	48,650.00	97231166
635	CONSOR Engineers LLC	04/03/24	37259	Storage Tanks Cleaning & Inspections	28,415.00	S248288TX.001
2957	SOL Westlake LP (Glenstar)	04/03/24	37288	April 2024 Rent	57,998.95	T0001855
1374	United States Treasury	04/03/24	37294	Payroll Taxes	43,684.22	999
10	City of Fort Worth Water Dept	04/03/24	37308	Fort Worth Water Service	86,712.43	FEBRUARY 2024
2979	Comptroller of Public Accounts	04/17/24	37311	Quarterly Remittance-Court Fees	86,250.03	MC Q1 2024
275	Southlake Water Utilities	04/17/24	37335	Southlake Water Service	71,868.64	2102499
1339	Steele-Freeman, Inc.	04/17/24	37337	Gym Remodel	20,937.97	1849
3256	Stripe-A-Zone LLC	04/17/24	37338	Dove/Randoll Mill & Solana/Cortez Intersections	26,221.44	IN-014371-SAZ
265	Trinity River Authority	04/17/24	37346	Sewer Treatment	77,030.00	BB2763
1374	United States Treasury	04/17/24	37347	Payroll Taxes	43,618.14	999
10	City of Fort Worth Water Dept	05/01/24	37364	Fort Worth Water Service	80,556.78	MARCH 2024
17	City of Keller Finance	05/01/24	37366	SRO FY2024 Q3	38,425.01	INV240065
1212	Municipal Emergency Services	05/01/24	37384	Self-Contained Breathing Apparatus	36,691.76	IN2043700
2957	SOL Westlake LP (Glenstar)	05/01/24	37396	May 2024 Rent	60,498.95	MAY 2024
1374	United States Treasury	05/01/24	37404	Payroll Taxes	45,778.79	999
3235	Wildstone Construction, LLC	05/01/24	37407	8" Water Line Relocation	28,339.45	40 CARDONA-1
1374	United States Treasury	05/15/24	37458	Payroll Taxes	70,977.48	999

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

File #: RES 24-33 **Agenda Date:** 5/20/2024 **Agenda #:** H.9.

TOWN STAFF REPORT RECOMMENDATIONS

Consider Resolution 24-33 to approve the Swagit annual renewal in the amount of $28,183.80 to broadcast live and record council, board and commission meetings for the period of June 2024 to June 2025; and take appropriate action (Dianna Buchanan, Interim Town Secretary)

STAFF: Dianna Buchanan, Interim Town Secretary

BACKGROUND:

The Town of Westlake contracts with the company Swagit to provide the necessary equipment, software and support to broadcast live Town Council, Board and Commission meetings and also to record the same meetings to provide "On-Demand" viewing through the Westlake website for the public. The annual renewal is in June.

DISCUSSION:

Attached for Town Council review and consideration of approval is the proposed Swagit annual renewal in the amount of $28,138.80 for the period of June 2024 to June 2025. This includes the required equipment, support, and software licensing necessary for the live broadcast and recording of Town Council, Board and Commission meetings. Staff has been satisfied with the performance of Swagit and the services provided. The live broadcast of meetings and on-demand availability of meeting recordings provide necessary tools to enhance community engagement.

FISCAL IMPACT:

The $28,183 budgeted expense will be charged to General Services & Shared Services. The total budgeted amount was $26,000. The balanced will be recovered through other lines that will likely be underbudget for the year.

STAFF RECOMMENDATION:

Staff recommends Town Council approve the annual renewal contract of Swagit as presented.

ATTACHMENT(S):

Swagit Annual Renewal Quote

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to approve
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table

4) Motion to deny

Granicus Proposal for Westlake TX

ORDER DETAILS

Prepared By:	Antonio Magadan
Phone:	
Email:	antonio.magadan@granicus.com
Order #:	Q-337729
Prepared On:	18 Mar 2024
Expires On:	23 Jun 2024

ORDER TERMS

Currency:	USD
Payment Terms:	Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Current Subscription End Date:	23 Jun 2024
Initial Order Term End Date:	23 Jun 2027
Period of Performance:	24 Jun 2024 - 23 Jun 2025

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

Renewing Subscription Fees			
Solution	**Billing Frequency**	**Quantity/Unit**	**Annual Fee**
Avior™ 25	Annual	1 Each	$19,260.00
EASE™ 25	Annual	1 Each	$0.00
AVIOR Control Software License	Annual	1 Each	$8,923.80
		SUBTOTAL:	**$28,183.80**

FUTURE YEAR PRICING

Solution(s)	Period of Performance	
	24 Jun 2025 - 23 Jun 2026	24 Jun 2026 - 23 Jun 2027
Avior™ 25	$20,608.20	$22,050.77
EASE™ 25	$0.00	$0.00
AVIOR Control Software License	$9,548.47	$10,216.86
SUBTOTAL:	**$30,156.67**	**$32,267.63**

PRODUCT DESCRIPTIONS

Solution	Description
Avior™ 25	AVIOR™ 25 Managed Service SaaS: Remote Switching for up to 25 meetings per year.
EASE™ 25	EASE™ 25 Managed Service SaaS: Up To 25 Indexed Meetings per year (EASE™) - Includes Media On- Demand, 24/7 LIVE Stream and up to 120 hours of additional specialty content per year (No staff involvement—Hands Free).
AVIOR Control Software License	Annual License Fee

TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at https://granicus.com/legal/licensing, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-337729 dated 18 Mar 2024 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Westlake TX to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.

BILLING INFORMATION

Billing Contact:		**Purchase Order Required?**	[ ] - No [ ] - Yes
Billing Address:		**PO Number:** *If PO required*	
Billing Email:		**Billing Phone:**	

If submitting a Purchase Order, please include the following language:
The pricing, terms, and conditions of quote Q-337729 dated 18 Mar 2024 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Westlake TX	
Signature:	
Name:	
Title:	
Date:	

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

File #: 24-089 **Agenda Date:** 5/20/2024 **Agenda #:** H.10.

TOWN STAFF REPORT RECOMMENDATIONS

Discuss and consider an Economic Development and Landscape Maintenance Agreement between the Town of Westlake and the Granada Home Owners Association; and take appropriate action (Wade Carroll, Town Manager)

STAFF: Wade Carroll, Town Manager

BACKGROUND:

At the April 1, 2024 Council meeting the Council unanimously approved the Town Manager to work with the Granada HOA to create an Economic Development and Landscape Maintenance Agreement to transfer the ownership of the linear park from the HOA to the Town and the Town to take over all landscape maintenance for the park.

DISCUSSION:

Granada HOA requested that the Town take over all maintenance and operations of publicly accessible property previously maintained by the HOA as agreed upon in the Economic Development and Landscape Maintenance Agreement and the Town Council in Resolution 21-44.

The area was reviewed by the Town Manager and the HOA president, and the attached document was drafted and reviewed by Town staff and the Town attorney. The HOA will have 100 days to transfer the ownership of the property after which the Town will pay 60% of all landscaping costs. Once the land ownership is transferred the Town will take over all responsibility for the upkeep of the property and park features.

FISCAL IMPACT:

A bid was sought from Smith Lawn and Tree, the Town's approved landscaper.

STAFF RECOMMENDATION:

Staff recommends that the agreement be approved and signed.

ATTACHMENT(S):

- **Economic Development and Landscape Maintenance Agreement**

ECONOMIC DEVELOPMENT AND LANDSCAPE MAINTENANCE AGREEMENT

This **ECONOMIC DEVELOPMENT AND LANDSCAPE MAINTENANCE AGREEMENT ("Agreement") ,** effective as of _____, 2024 (the "Effective Date"), is made by and between the **TOWN OF WESTLAKE**, a general law municipal corporation of the State of Texas ("Town"), acting by and through its duly authorized representative, and **GRANADA HOMEOWNERS' ASSOCIATION,** ("Association"), a Texas _____, acting by and through its duly authorized representative.

Whereas, the Town desires to promote economic development for the benefit of its citizens, property owners, and visitors; and,

Whereas, the entryways and landscape corridors into the Town are an important component in promoting the Town's economic development goals and objectives; and,

Whereas, the Town and Association entered into that certain Economic Development and Landscape Maintenance Agreement dated _____, 2021 (The "Original Agreement"); and,

Whereas, the areas described in the Agreement serve an important public purpose in the Town's economic development goals and objectives; and,

Whereas, the Town and the Association hereby desire to terminate the Original Agreement and, in its place, enter into this Agreement; and,

Whereas, this Agreement, and the public funds to be expended, serve a public purpose, and, is authorized by Chapter 380 of the Texas Local Government Code.

SECTION 1
DESCRIPTION OF PROPERTY

1.01 The Town and Association hereby agrees to provide, furnish and perform the Town Services and Association Services, as hereinafter defined and set forth in Section 2 of this Agreement, on the Town-owned right-of-way located on Davis Boulevard as further identified in Exhibit A., attached hereto and incorporated herein for all purposes (the "Town Area")

SECTION 2
DUTIES AND RESPONSIBILITIES

2.01 Association shall, at its sole cost and expense, by deed, transfer the ownership of the identified property in Exhibit A referred to in this agreement as "Town Property" to the Town of Westlake within 100 days of the signing of this agreement by both parties in accordance with this Agreement and all applicable laws.

2.02 Association represents that it has or will secure, at its own expense, all surveys, title work or appraisals necessary to transfer the ownership of the property defined in Exhibit A in accordance

with the requirements of this Agreement and the Town. In return the Town will perform the following items and shall be referred to as “Town Services"

A. Maintain and operate irrigation systems within the Town Area, maintain all plantings, and grasses, and any associated additions to the Town Area as applicable Town ordinances, rules and regulations.
B. Town will perform all services, and costs necessary to separate the irrigation systems between the Town Area and the Association Area if required;
C. Town shall irrigate and maintain the Town Area;
D. Town will maintain and repair all shade structures and water features in the Town Area;

2.03 In the event that any Town-owned property, including, but not limited to, utilities, park improvements, equipment, turf, and the like are damaged or destroyed by the Association during the performance of the Association Services, Association shall be solely responsible for all repairs or replacements and any costs related thereto. Any damage by Association shall be repaired or replaced by Association to the reasonable satisfaction of the Town within thirty (30) calendar days after the Town sends written notice of such damage or within such time as agreed to otherwise by the parties in writing. If the Association fails to remedy the damages in the time set forth above, then the Association agrees to reimburse the Town for any costs incurred by the Town in repairing or replacing such damage, with any such amount to be due and payable to the Town within thirty (30) calendar days after the Town sends a written invoice to the Association detailing such costs.

2.04 The Town shall, from the transfer of land ownership, pay 60% of all landscape maintenance costs associated with maintaining of the “Town Area” including the maintenance required for all water features. At the end of the 100-day period if the Association has not transferred the ownership of the Town Area to the Town of Westlake this agreement is null and void and the Town Area will be governed by the previous landscape agreement between the Association and the Town.

SECTION 3
TERM OF AGREEMENT

3.01 This Agreement shall commence on the Effective Date and, unless terminated earlier in accordance with this Agreement and will go forward in perpetuity.

SECTION 4
ALTERATIONS AND ADDITIONS

4.01 Association shall not make or cause to be made any alterations, additions, or improvements to Town Area without the prior written consent of the Town. Association shall present to the Town any plans and specifications for such alterations, additions, and improvements at the time such approval is sought.

SECTION 5
INDEMNIFICATION

5.01 ***ASSOCIATION*** ***COVENANTS AND AGREES TO, AND DOES HEREBY, INDEMNIFY AND HOLD HARMLESS AND DEFEND THE TOWN, ITS OFFICERS AND EMPLOYEES, FROM AND AGAINST ANY AND ALL SUITS OR CLAIMS FOR DAMAGES OR INJURIES, INCLUDING DEATH, TO ANY AND ALL PERSONS OR PROPERTY, WHETHER REAL OR ASSERTED, ARISING OUT OF OR IN CONNECTION WITH ANY GROSSLY NEGLIGENT ACT OR GROSSLY NEGLIGENT OMISSION ON THE PART OF THE ASSOCIATON, ITS OFFICERS, AGENTS, SERVANTS, EMPLOYEES OR SUBCONTRACTORS, AND THE ASSOCIATION DOES HEREBY ASSUME ALL LIABILITY AND RESPONSIBILITY FOR INJURIES, CLAIMS OR SUITS FOR THE DAMAGES TO PERSONS OR PROPERTY, OF WHATSOEVER KIND OR CHARACTER, WHETHER REAL OR ASSERTED, OCCURRING DURING OR ARISING OUT OF THE PERFORMANCE OF THIS CONTRACT AS A RESULT OF ANY GROSSLY NEGLIGENT ACT OR GROSSLY NEGLIGENT OMISSION ON THE PART OF THE ASSOCIATION, ITS OFFICERS, AGENTS, SERVANTS, EMPLOYEES OR SUBCONTRACTORS. SUCH INDEMNIFICATION SHALL INCLUDE WORKERS' COMPENSATION CLAIMS OF OR BY ANYONE WHATSOEVER IN ANY WAY RESULTING FROM OR ARISING OUT OF ASSOCIATION'S WORK, SERVICES AND OPERATIONS IN CONNECTION HEREWITH, INCLUDING OPERATIONS OF SUBCONTRACTORS.***

5.02 ***ASSOCIATION SHALL LIKEWISE INDEMNIFY AND HOLD HARMLESS THE TOWN FOR ANY AND ALL INJURY OR DAMAGE TO TOWN PROPERTY ARISING OUT OF OR IN CONNECTION WITH ANY AND ALL GROSSLY NEGLIGENT ACTS OR GROSSLY NEGLIGENT OMISSIONS OF ASSOCIATION, ITS OFFICERS, AGENTS, EMPLOYEES, CONTRACTORS, SUBCONTRACTORS, LICENSEES OR INVITEES.***

SECTION 6
LIENS

6.01 Association agrees to satisfy any lien that may be on the Town Area. In the event that a lien is filed for any work or improvements made prior to this agreement, as a result of any action of Association, Association will take all necessary steps to bond around or remove the lien within ten (10) days of its filing.

SECTION 7
TERMINATION AND DEFAULT

7.01 The Town may terminate this Agreement without cause during the 60 day period between execution of this document and the transfer of ownership of the Town Area with a 30 day notice in writing to the other party.

7.02 Association shall be in default under this Agreement if Association breaches any term or condition of this Agreement and/or the transfer of ownership of Town Area was not executed within 60 days of the execution of this agreement.

SECTION 8
NOTICES

8.01 Any notice required shall be sufficient if deposited in the U.S. Mail, postage prepaid, certified mail, return receipt requested, and addressed to the other party as follows:

TOWN:	**ASSOCIATION:**
Town of Westlake	_____
1500 Solana Blvd.	Attn: _____
Bldg. 7, Suite 7200	_____
Westlake, Texas 76262	_____, Texas _____

8.02 Mailing of all notices pursuant to this Section shall be deemed sufficient if mailed postage prepaid, certified mail, return receipt requested, and addressed as specified above, unless either party has been notified in writing of any changes to such address(es) or addressee(s). All time periods related to any notice requirements specified in this Agreement shall commence on the date notice is mailed, unless otherwise set forth in this Agreement.

SECTION 9
VENUE AND JURISDICTION

9.01 If any action, whether real or asserted, at law or in equity, arises on the basis of any provision of this Agreement, venue for such action shall lie in state courts located in Tarrant County, Texas or the United States District Court for the Northern District of Texas – Fort Worth Division. This Agreement shall be construed in accordance with the laws of the State of Texas.

SECTION 14
ASSIGNMENT

9.01 Association shall have the right to subcontract for the provision of any Services authorized hereunder. The existence of a subcontract shall not relieve Association of any responsibility or liability to the Town under this Agreement. Otherwise, Association may not assign, transfer or convey any of its duties and responsibilities under this Agreement to another party without the advance written approval of the Town and execution by such party of a written agreement with the Town under which such party agrees to be bound by the duties and obligations of Association under this Agreement.

SECTION 10
FORCE MAJEURE

10.01 If either Party is unable, either in whole or part, to fulfill its obligations under this Agreement due to acts of God; strikes, lockouts, or other industrial disturbances; acts of public enemies; wars; blockades; insurrections; riots; epidemics; public health crises; earthquakes; fires;

floods; restraints or prohibitions by any court, board, department, commission, or agency of the United States or of any state; declaration of a state of disaster or of emergency by the federal, state, county, or Town government in accordance with applicable law; issuance of an Imminent Threat Alert or Elevated Threat Alert by the United States Department of Homeland Security or any equivalent alert system that may be instituted by any agency of the United States; any arrests and restraints; civil disturbances; or explosions; or some other reason beyond the Party's reasonable control (collectively, "Force Majeure Event"), the obligations so affected by such Force Majeure Event will be suspended only during the continuance of such event. If a Force Majeure Event occurs, the Town may, in its sole discretion, close or postpone the opening of its community centers, parks, or other Town-owned and operated properties and facilities in the interest of public safety and operate them as the Town sees fit. Association hereby waives any and all claims it may have against the Town for damages resulting from any such Force Majeure Event.

SECTION 11
NO WAIVER

11.01 The failure of either party to insist upon the performance of any term or provision of this Agreement or to exercise any right granted hereunder shall not constitute a waiver of that party's right to insist upon appropriate performance or to assert any such right on any future occasion.

SECTION 12
INTERPRETATION

12.01 In the event of any dispute over the meaning or application of any provision of this Agreement, this Agreement shall be interpreted fairly and reasonably, and neither more strongly for or against any party, regardless of the actual drafter of this Agreement.

SECTION 13
CAPTIONS

13.01 Captions and headings used in this Agreement are for reference purposes only and shall not be deemed a part of this Agreement.

SECTION 14
ENTIRETY OF AGREEMENT

14.01 This Agreement, including any exhibits attached hereto and any documents incorporated herein by reference, contains the entire understanding and agreement between the Town and Association as to the matters contained herein. Any prior or contemporaneous oral or written agreement is hereby declared null and void to the extent it is in conflict with any provision of this Agreement.

SECTION 15
ELECTRONIC SIGNATURES AND COUNTERPARTS

15.01 This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which shall constitute one instrument.

15.02 This Agreement may be executed by electronic signature, which will be considered as an original signature for all purposes and have the same force and effect as an original signature. For these purposes, "electronic signature" means electronically scanned and transmitted versions (e.g. via pdf file or facsimile transmission) of an original signature, or signatures electronically inserted via software such as Adobe Sign.

SECTION 16
ENTIRE UNDERSTANDING

16.01 This Agreement, including all exhibits attached hereto, constitutes the final, entire, and complete agreement between Association and the Town and supersedes any prior and contemporaneous negotiations, understandings, representations, and agreements between the parties. Any prior or contemporaneous oral or written agreement that purports to vary from the terms hereof shall be void. This Agreement cannot be modified or amended without the written consent of all the parties hereto and attached and made a part of this Agreement.

16.02 Neither this Agreement nor any provision hereof may be modified except by an instrument in writing, signed by the parties. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

EXECUTED to be effective on the Effective Date set forth above.

TOWN OF WESTLAKE

By:_____

GRANADA _____ ASSOCIATION
a Texas _____ corporation

By:_____
_____
President

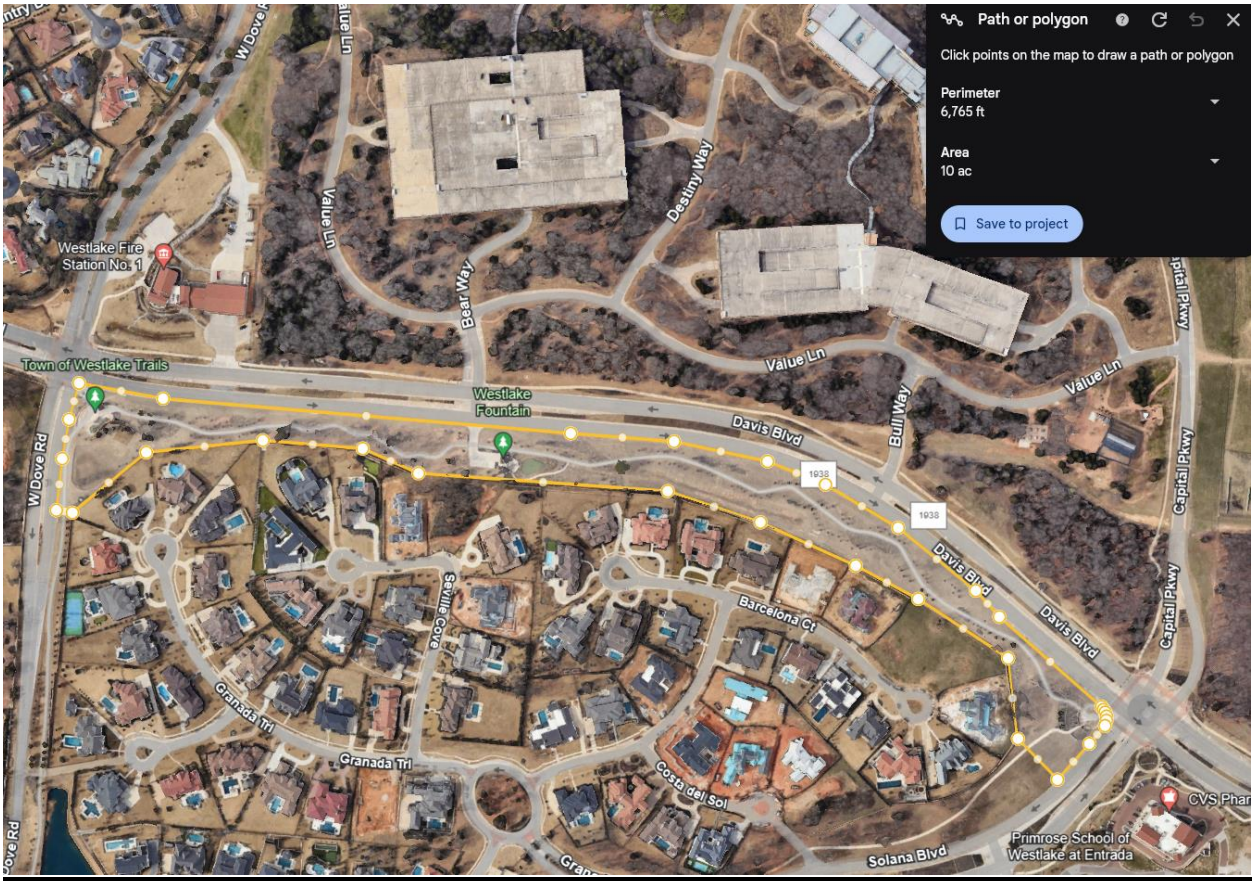
EXHIBIT "A"
TOWN AREA

The exterior of Granada is all on one lot with a legal description of GRANADA Block A Lot 85X including the surface drainage collection area east of the intersection of Solana and Dove on the north side of Dove adjacent to the Southern Fountain/Park.

The publicly accessible land that will be transferred to the Town is within Block A Lot 85 but does not include the entire Lot.

The publicly accessible land within GRANADA Block A Lot 85X that is to be transferred to town ownership is that land adjacent to Davis Blvd extending from Solana Blvd to Dove Road from the back of curb to base of the exterior wall of Granda and includes the following and is depicted below.

- Southern fountain/park with address of 2050 FM 1938 Davis Blvd
- Middle fountain/park with address of 2100 FM 1938 Davis Blvd
- Northern fountain/park with address of 2340 FM 1938 Davis Blvd



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

File #: 24-090 **Agenda Date:** 5/20/2024 **Agenda #:** H.11.

TOWN STAFF REPORT RECOMMENDATIONS

Discuss and consider an Economic Development and Landscape Maintenance Agreement between the Town of Westlake and the Vaquero and Quail Hollow Home Owner Associations; and take appropriate action (Wade Carroll, Town Manager)

STAFF: Wade Carroll, Town Manager

BACKGROUND:

At the April 1, 2024 Council Meeting the council unanimously agreed to have the Town Manager create an Economic Development and Landscape Maintenance Agreement to take all responsibility in maintaining the median on Davis Blvd between Vaquero and Quail Hollow ending any previous agreement for cost share.

DISCUSSION:

Town Staff and the Town Attorney created and reviewed the attached Economic Development and Landscape Maintenance Agreement to end all cost share with Vaquero and Quail Hollow in maintaining the median on Davis Blvd between the two HOAs.

FISCAL IMPACT:

A bid for the work has been sought by the Smith Lawn and Tree, the Towns approved landscaper.

STAFF RECOMMENDATION:

Staff recommends that the agreement be approved, and the document signed.

ATTACHMENT(S):

Economic Development and Landscape Maintenance Agreements with Vaquero and Quail Hollow.

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to approve
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table
4) Motion to deny

ECONOMIC DEVELOPMENT AND LANDSCAPE MAINTENANCE AGREEMENT

This **ECONOMIC DEVELOPMENT AND LANDSCAPE MAINTENANCE AGREEMENT ("Agreement") ,** effective as of _____, 2024 (the "Effective Date"), is made by and between the **TOWN OF WESTLAKE**, a general law municipal corporation of the State of Texas ("Town"), acting by and through its duly authorized representative, and **VAQUERO _____ ASSOCIATION, AND QUAIL HOLLOW _____** ("Association"), acting by and through its duly authorized representatives.

Whereas, the Town desires to promote economic development for the benefit of its citizens, property owners, and visitors; and,

Whereas, the entryways and landscape corridors into the Town are an important component in promoting the Town's economic development goals and objectives; and,

Whereas, the areas described in the Agreement serve an important public purpose in the Town's economic development goals and objectives; and,

Whereas, this Agreement, and the public funds to be expended, serve a public purpose, and, is authorized by Chapter 380 of the Texas Local Government Code.

SECTION 1
DESCRIPTION OF PROPERTY

1.01 The Town and Association hereby agrees to provide, furnish and perform the Town Services, as hereinafter defined and set forth in Section 2 of this Agreement, on the Town-owned right-of-way located on Davis Boulevard as further identified in Exhibit A, attached hereto and incorporated herein for all purposes (the "Town Area").

SECTION 2
DUTIES AND RESPONSIBILITIES

2.01 The Town will perform the following items and shall be referred to as "Town Services":

A. Town will perform all services, and costs necessary to operate the irrigation systems in the Town Area;
B. Town will maintain the Town Area to a level as determined in the sole discretion determined by the Town.

SECTION 3
TERM OF AGREEMENT

3.01 This Agreement shall commence on the Effective Date and until terminated by the written notice of the Town.

SECTION 4
ALTERATIONS AND ADDITIONS

4.01 Association shall not make or cause to be made any alterations, additions, or improvements to Town Area, without the prior written consent of the Town.

SECTION 5
RIGHT OF ACCESS

5.01 The Town does not relinquish the right to control the management of the Town Area, or the right to enforce all necessary and proper rules for the management and operation of the same. The Town through its Town Manager, Police and Fire personnel, and other designated representatives, has the right at any time to enter any portion of the Town Area (without causing or constituting a termination of the use or an interference of the use of the Town Area by Association) for the purpose of inspecting and maintaining the same and doing any and all activities necessary for the proper conduct and operation of public property; provided, this shall not authorize or empower Town to direct the activities of Association or assume liability for Association's activities.

SECTION 6
TERMINATION AND DEFAULT

6.01 The Town may terminate this Agreement without cause by the giving of 180 (one hundred and eighty) days' notice in writing to the other party.

SECTION 7
NOTICES

7.01 Any notice required shall be sufficient if deposited in the U.S. Mail, postage prepaid, certified mail, return receipt requested, and addressed to the other party as follows:

TOWN:
Town of Westlake
1500 Solana Blvd.
Bldg. 7, Suite 7200
Westlake, Texas 76262

ASSOCIATION:
_____
Attn: _____
_____
_____, Texas _____

ASSOCIATION:

7.02 Mailing of all notices pursuant to this Section shall be deemed sufficient if mailed postage prepaid, certified mail, return receipt requested, and addressed as specified above, unless either party has been notified in writing of any changes to such address(es) or addressee(s). All time periods related to any notice requirements specified in this Agreement shall commence on the date notice is mailed, unless otherwise set forth in this Agreement.

SECTION 8
VENUE AND JURISDICTION

8.01 If any action, whether real or asserted, at law or in equity, arises on the basis of any provision of this Agreement, venue for such action shall lie in state courts located in Tarrant County, Texas or the United States District Court for the Northern District of Texas – Fort Worth Division. This Agreement shall be construed in accordance with the laws of the State of Texas.

SECTION 9
NO WAIVER

9.01 The failure of either party to insist upon the performance of any term or provision of this Agreement or to exercise any right granted hereunder shall not constitute a waiver of that party's right to insist upon appropriate performance or to assert any such right on any future occasion.

SECTION 10
INTERPRETATION

10.01 In the event of any dispute over the meaning or application of any provision of this Agreement, this Agreement shall be interpreted fairly and reasonably, and neither more strongly for or against any party, regardless of the actual drafter of this Agreement.

SECTION 11
CAPTIONS

11.01 Captions and headings used in this Agreement are for reference purposes only and shall not be deemed a part of this Agreement.

SECTION 12
ENTIRETY OF AGREEMENT

12.01 This Agreement, including any exhibits attached hereto and any documents incorporated herein by reference, contains the entire understanding and agreement between the Town and Association as to the matters contained herein. Any prior or contemporaneous oral or written agreement is hereby declared null and void to the extent it is in conflict with any provision of this Agreement.

SECTION 13
ELECTRONIC SIGNATURES AND COUNTERPARTS

13.01 This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which shall constitute one instrument.

13.02 This Agreement may be executed by electronic signature, which will be considered as an original signature for all purposes and have the same force and effect as an original signature. For these purposes, "electronic signature" means electronically scanned and transmitted versions (e.g. via pdf file or facsimile transmission) of an original signature, or signatures electronically inserted via software such as Adobe Sign.

SECTION 14
ENTIRE UNDERSTANDING

14.01 This Agreement, including all exhibits attached hereto, constitutes the final, entire, and complete agreement between Association and the Town and supersedes any prior and contemporaneous negotiations, understandings, representations, and agreements between the parties. Any prior or contemporaneous oral or written agreement that purports to vary from the terms hereof shall be void. This Agreement cannot be modified or amended without the written consent of all the parties hereto and attached and made a part of this Agreement.

14.02 Neither this Agreement nor any provision hereof may be modified except by an instrument in writing, signed by the parties. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

EXECUTED to be effective on the Effective Date set forth above.

TOWN OF WESTLAKE

By:_____

QUAIL HOLLOW_____ASSOCIATION
a Texas _____corporation

VAQUERO _____ ASSOCIATION
a Texas _____ corporation

By:_____
_____
President

EXHIBIT "A"
TOWN AREA

Town area described within this document is the median in the center of Davis Blvd between West Dove Road and Lakeshore Drive as depicted below outlined in yellow.



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

File #: RES 24-27 **Agenda Date:** 5/20/2024 **Agenda #:** I.1.

TOWN STAFF REPORT RECOMMENDATIONS

Conduct a public hearing and consider approving Resolution 24-27 approving a Preliminary Site Evaluation for the Solana Hills Addition (Wade Carroll, Town Manager)

STAFF: Wade Carroll, Town Manager

EXPLANATION:

The property owner, Fenway Development, Inc., is requesting approval of a preliminary site evaluation (PSE) on 32.88 acres located between SH 114 and Sam School Rd. The PSE includes 55 single family residential lots and 12 open space lots.

The PSE is commonly referred to as a "preliminary plat" in other municipalities. The Westlake Code of Ordinances defines a PSE as follows:

> *"A preliminary site evaluation is required for all major subdivisions prior to the construction of improvements. A preliminary site evaluation shall be labeled "preliminary site evaluation." A preliminary site evaluation is not a preliminary or final plat. It is a development tool for the benefit of the landowner and the town to allow the town and landowner to work together cooperatively. The time limits applicable to plats do not apply to a preliminary site evaluation. Any reference to a "preliminary plat" in the Westlake ordinances shall be understood to mean preliminary site evaluation."*

Upon approval of the PSE, the next steps include submission of the civil construction plans and the final plat.

CURRENT CONDITIONS AND ZONING:

The property is currently undeveloped and includes and abandoned gas drilling pad site, which has been abandoned per State and Town requirements. The property is zoned PD10. The PD10 zoning was approved by Ordinance 982 on October 9, 2023. The PSE complies with the approved zoning including the approved concept/development plan.

STAFF RECOMMENDATION:

The PSE complies with applicable Town regulations including Ordinance 982. Staff recommends approval as presented.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

On May 7, 2024 the Planning and Zoning Commission voted to recommend approval of the request by (5-0) vote.

TOWN COUNCIL ACTION/OPTIONS REGARDING PLATS:

1) Motion to approve

ATTACHMENTS:

1) Ordinance 982
2) Resolution 24-27
3) Resolution 24-27 - Exhibit A (PSE Exhibit)

TOWN OF WESTLAKE

ORDINANCE NO. 982

AN ORDINANCE ZONING LOT 1R1-1, BLOCK 2, WESTLAKE/SOUTHLAKE PARK NUMBER ONE ADDITION, A 32.88 ACRE TRACT OF LAND, DEPICTED IN EXHIBIT "A" ATTACHED HERETO, FROM THE PD1-1 "PLANNED DEVELOPMENT DISTRICT NUMBER ONE, PLANNING AREA ONE" TO PD10 "PLANNED DEVELOPMENT DISTRICT NUMBER TEN"; AUTHORIZING RESIDENTIAL DEVELOPMENT; APPROVING A CONCEPT/DEVELOPMENT PLAN; APPROVING A SPECIFIC USE PERMIT (SUP) FOR PRIVATE STREETS; PROVIDING FOR THE AMENDMENT OF THE OFFICIAL ZONING MAP; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR A PENALTY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 102 of the Code of Ordinances of the Town of Westlake establishes zoning districts, permissible uses, development standards, and other zoning related regulations; and

WHEREAS, Section 62-31 of the Code of Ordinances of the Town of Westlake adopts a Comprehensive Plan for the Town of Westlake; and

WHEREAS, Section 102-33(3) of the Code of Ordinances of the Town of Westlake states that the purpose of a Planned Development District is to: Provide for a superior design of lots or buildings; Provide for increased recreation and/or open space opportunities for public use; Provide rural amenities or features that would be of special benefit to the property users or community; Protect or preserve natural amenities and environmental assets such as trees, creeks, ponds, floodplains, slopes or hills and viewscapes; Protect or preserve existing historical buildings, structures, features or places; and provide an appropriate balance between the intensity of development and the ability to provide adequate supporting public facilities and services; and

WHEREAS, on April 25, 2023, the Town of Westlake received a Zoning Change Request from Lovett on behalf of the property owner for the property depicted in **Exhibit "A"** requesting that the Town zone said property to PD10 "Planned Development District Number Ten" in accordance with Chapter 102 of the Code of Ordinances of the Town of Westlake, Texas; and

WHEREAS, following provision of proper legal notice, including written notice to owners within 200 feet of the subject property, published notice and posted notice in accordance with the Texas Open Meetings Act of public hearing, a public hearing was held on September 19, 2023 by the Planning and Zoning Commission (Commission) whereby the Commission recommended to the Town Council approval zoning change; and

WHEREAS, following provision of proper legal notice, including written notice to owners within 200 feet of the subject property, published notice and posted notice in accordance with the Texas Open Meetings Act of public hearing, a public hearing was held on October 9, 2023 by the Town Council; and

WHEREAS, the Council believes that the interests of the Town, the present and future residents and citizens of the Town, and developers of land within the Town, are best served by adopting this Ordinance, which the Council has determined to be consistent with the 2015 Comprehensive Plan and its Land Use Map, Thoroughfare Plan, and Open Space Plan, all as amended to date; and

WHEREAS, upon the recommendation of the Planning and Zoning Commission and after a public hearing, the Town Council of the Town of Westlake, Texas, is of the opinion that it is in the best interests of the Town and its citizens that the rezoning request should be approved and adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE TEXAS:

SECTION 1: That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2: That the property shown on attached **Exhibit "A"** is hereby rezoned from the PD1-1, Planned Development District Number One, Planning Area One", zoning district to PD10, Planned Development District Number Ten" zoning district, including the approval of a concept/development plan and a Specific Use Permit (SUP) for private streets, subject to the conditions contained in **Exhibit "B"**.

SECTION 3: This Zoning District shall be subject to all regulations contained in the Code of Ordinances of the Town of Westlake, Texas, except where amended herein.

SECTION 4: That this Ordinance shall be cumulative of all other Town Ordinances and all other provisions of other Ordinances adopted by the Town which are inconsistent with the terms or provisions of this Ordinance are hereby repealed.

SECTION 5: That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the Town of Westlake, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 6: It is hereby declared to be the intention of the Town Council of the Town of Westlake, Texas, that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such legal invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Town Council of the Town of Westlake without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 7: This ordinance shall take effect immediately from and after its passage as the law in such case provides.

PASSED AND APPROVED ON THIS 9th DAY OF OCTOBER 2023.

ATTEST: _____
Kim Greaves, Mayor

_____
Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

_____
L. Stanton Lowry, Town Attorney

EXHIBITS

EXHIBIT A- Depiction of Subject Property
EXHIBIT B- Planned Development District Number Ten (PD10) Development Standards
EXHIBIT C- Concept/Development Plan
EXHIBIT D- Development Description and Additional Exhibits

EXHIBIT "A"

Depiction of Subject Property

Lot 1R1-1, Block 2, Westlake/Southlake Park Number One (32.88 acres)

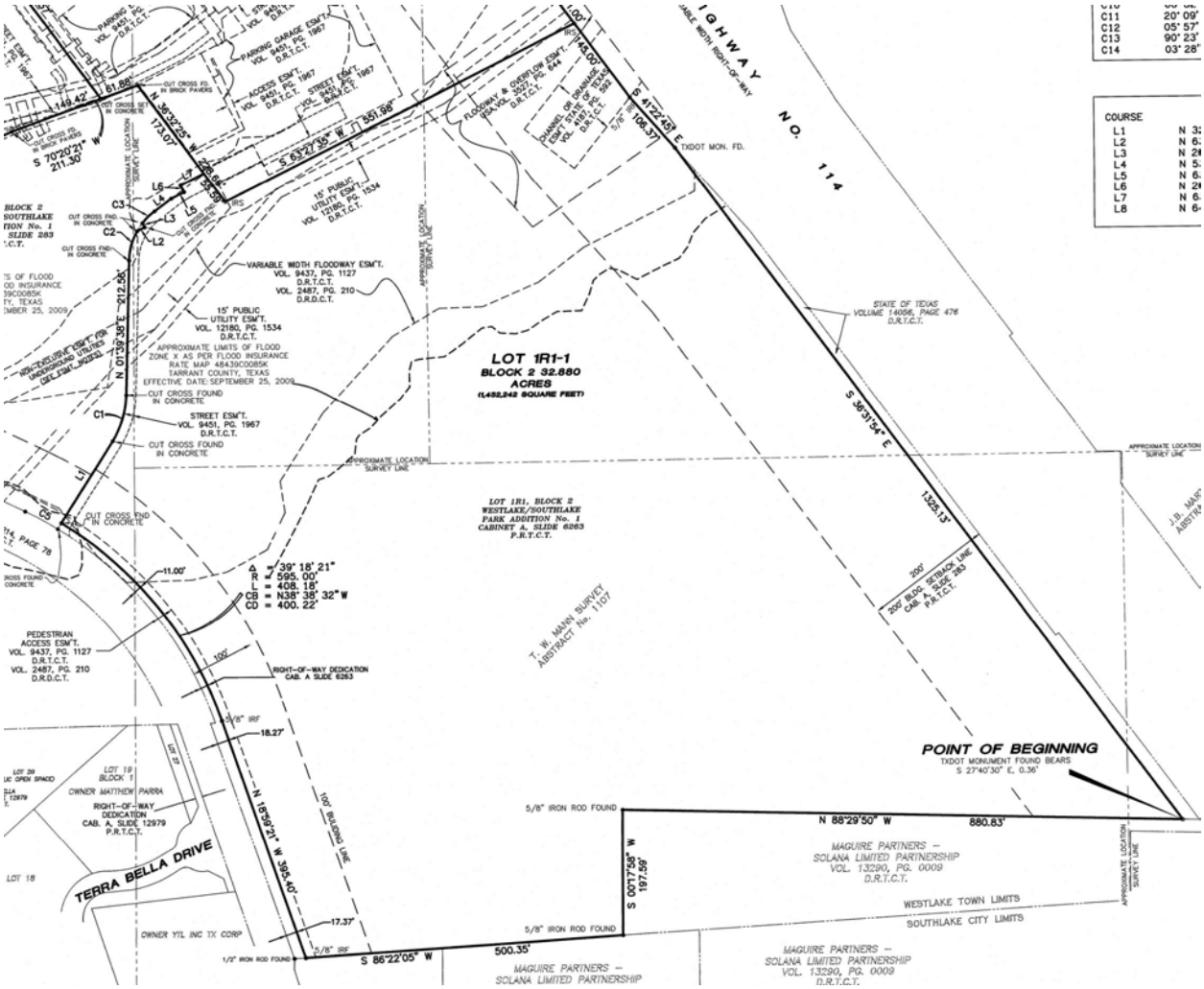


EXHIBIT "B"

Planned Development District Number 10 (PD10) Development Standards

Section 1 – General

A. The purpose of PD10 is for a detached single-family residential development of not more than 55 residential lots with a gross maximum density of 1.67 dwelling units per acre.

B. The development authorized by this ordinance shall be generally consistent with all provisions and graphics contained the Concept/Development Plan, attached as Exhibit "C", the development description, attached as Exhibit "D". In the event of a conflict between the terms of Exhibit "B" and Exhibits "C" and "D", the terms of Exhibit "B" shall control.

C. Platting

1. The developer shall submit, and receive approval for, a preliminary site evaluation prior to any land disturbance activities;
2. Prior to any land disturbance activities, the developer shall submit, and record upon approval, a vacate and replat that vacates Lot 1R1-1, Block 2 from the Westlake/Southlake Park Addition Number One;
3. Prior to the final acceptance of public improvements, approval of private streets and release of residential building permits, the developer shall submit, and receive approval for, a final plat, which shall be platted as a single phase.
4. The final plat noted above shall be recorded with the County Clerk prior to the release of any residential building permits.
5. Prior to any land disturbance activities, the developer shall submit a development agreement for final approval by the Town Council per the requirements of the Code of Ordinances.

D. Permitted Uses – The following are permitted principal and accessory uses:

1. Single Family Detached Homes
2. Open Space
3. Private Streets
4. Drainage facilities (including retention and detention ponds)
5. Guard house
6. Accessory Uses (as authorized in the Town's zoning regulations)

E. Homeowner's Association – The development shall be governed by a Homeowner's Association (HOA) that will be responsible for common area maintenance, amenities, private street maintenance, and enforcing the HOA Design Guidelines for the community. The Homeowner's Association shall appoint an Architectural Review Committee that must have at least one (1) Texas Licensed

Architect with experience in applying Design Guidelines and advising an Architectural Review Committee on matters of design.

F. All plans submitted for permit within this development shall be prepared by a Texas Licensed Architect and contain sufficient details required to explain the full exterior construction to a competent contractor.

Section 2 – Residential Design Standards

A. Lot and Housing Specifics: The following are the minimum design criteria for each home in the development as categorized below and shown on Exhibit "C":

1. Type A –Large Lot Homes – 27 units

    a. Minimum Lot Size: 10,000 square feet
    b. Minimum Lot Width: 80 feet
    c. Minimum Unit Size: 3,000 square feet
    d. Maximum Height: 2.5 Stories above finish floor at the front door, plus roof decks
    e. Setback from Street: 20 feet - Side Setbacks: 5 feet - Rear Setback: 5 feet (unless otherwise restricted by development setbacks)

2. Type B – Large Lot SE Homes – 5 units

    a. Minimum Lot Size: 10,000 square feet
    b. Minimum Lot Width: 80 feet
    c. Minimum Unit Size: 3,000 square feet
    d. Maximum Height: 2.5 Stories above finish floor at the front door, plus roof decks
    e. Setback from Street: 10 feet - Side Setbacks: 5 feet - Rear Setback: 5 feet (unless otherwise restricted by development setbacks)

3. Type C – Patio Homes – 12 units

    a. Minimum Lot Size: 5,000 square feet
    b. Minimum Lot Width: 45 feet
    c. Minimum Unit Size: 3,000 square feet
    d. Maximum Height: 3.5 Stories above finish floor at the front door, plus roof decks
    e. Setback from Alley: 0 feet - *Side Setbacks: 1 foot - Rear Setback 3 feet

4. Type D – Townhomes – 11 units

    a. Minimum Lot Size: 3,200 square feet
    b. Minimum Lot Width: 33 feet

c. Minimum Unit Size: 3,000 square feet
d. Maximum Height: 3.5 Stories above finish floor at the front door, plus roof decks
e. Setback from Alley: 0 feet - *Side Setbacks: 1 foot - Rear Setback: 3 feet (unless otherwise restricted by development setbacks)

5. For any above asterisks (*), Side setbacks may vary on certain lots as long as a minimum of 4' building separation is maintained.

B. Special Setback Provisions:

1. There shall be a minimum building setback of 125 feet from State Highway 114, and 50 feet from Sam School Road.

C. Garages: All homes shall have a minimum of 2 enclosed parking spaces. Garage doors shall be made of sectional wood or be wood clad. Garage doors shall be recessed a minimum of (8) eight inches (nominal) from the plane of the adjacent wall. Front facing garage doors are allowed if located further back on the lot than the side-facing garage portion and are in a motor court setting.

D. Permitted roof materials include:

1. High quality clay or concrete tile
2. Slate or synthetic stone
3. Metal: Traditional standing seam
4. Flat or low-pitched roofing not visible from the street may be of any code approved material.

E. Exterior Walls: Exterior walls shall meet the requirements of the Town's Building Quality Manual. Exterior wall materials may include Brick, Stone, and/or 3-Coat Stucco.

F. Design Guidelines: Prior to the approval of the final plat, the developer shall submit final design guidelines for approval by the Town Council that shall be recorded with the private deed covenants, conditions and restrictions. Said guidelines shall incorporate the recommendations contained in the Westlake Building Quality Manual referenced above. With the exception of any guideline provision addressing a particular architectural style, said design guidelines shall be enforced by Town staff in reviewing building permit applications for compliance with the provisions above. Guideline provisions to be enforced by staff include, but may not be limited to, general building articulation, massing, fenestration, roof slope, construction details and building materials.

G. Development Entry – The development entry design and materials shall be constructed prior to the acceptance of public improvements and shall be generally consistent with Exhibit "D".

Section 3 – Landscaping, Open Space, Water Features, Tree Preservation and Parkland Dedication

A. Landscaping: Not later than the application for the final plan, the developer shall submit a master landscape plan for the development prepared by a State of Texas registered landscape architect. Said plan shall be reviewed for final approval by the Town Manager or their designee. The following landscaping requirements shall be met:

1. Landscape beds (including gravel mulch) shall be located along the foundation line of all structures, except where paving is adjacent to the structure, and must extend away from the foundation a minimum of five feet.

2. A minimum of one (1), 3.5-inch caliper tree shall be planted per 30 linear feet of roadway, one (1) on each side of the street, from an approved hardwood tree list. Existing trees may be counted to satisfy this requirement.

3. At the time of building permit issuance, each lot shall plant at least two (2) 3.5-inch caliper trees from an approved hardwood tree list. Existing trees may be counted to satisfy this requirement.

B. Tree Preservation – All protected trees shall require mitigation upon damage or removal as required by the Code of Ordinances. Where possible, old growth trees and tree clusters should be preserved as identified in the master landscape plan. The following areas are hereby exempt from the requirements for tree mitigation:

1. Roadways and trails
2. The residential building envelope
3. The designated driveway area
4. The side yard setback (except on the street facing side of corner lots)
5. An area of no more than five feet into the rear yard setback

C. Open Space

1. A minimum of 14.66 acres (44.66%) of the development shall be reserved as open space. All open space, including public and private, shall be substantially consistent with Exhibit “C” and “D” and other provisions contained herein.

2. Open space landscape buffers shall be a minimum of 125 feet in width from SH 114 and 50 feet from Sam School Road.

3. All existing protected trees shall remain in place in open space areas adjacent to SH 114, Sam School Road and within the floodplain. Not

including roof-tops, open space areas adjacent to roadways must contain sufficient landscaping to sufficiently screen the view of all homes in the development from said roadway. As shown on the required landscape plan noted above, landscaping should include a mix of deciduous and non-deciduous vegetation. The developer shall ensure said landscaping is in place prior to the release for building permits in the development and said landscaping shall be maintained by the HOA.

D. Parkland Dedication – In lieu of any parkland dedication, the developer shall pay a parkland dedication fee as required by the Code of Ordinances. The fee amount and any other conditions related to this requirement shall be determined as part of the development and/or economic development agreement between the Town and the developer.

Section 4 – Fencing

A. Fencing shall be consistent with details contained in the Exhibit "D". However, where a conflict exists between Exhibit "D" and the Building Quality Manual or Code of Ordinances, The Building Quality Manual and Code of Ordinances shall control.

Section 5 – Streets, sidewalks/trails, parking, access and other improvements

A. Streets – A Specific Use Permit (SUP) is hereby granted for all community streets within PD10, which shall be private and constructed to Town standards. All outdoor lighting shall comply with the Town's outdoor lighting requirements.

B. Sam School Road – Where San School road is currently unimproved adjacent to the subject property, the developer shall pay the Town their proportionate cost to improve the road to current standards which shall be paid into escrow for future improvements to Sam School Road. The terms of this requirement may be further amended and altered as part of the development agreement.

C. Sidewalks and Trails – Internal sidewalks shall be built along internal streets as shown on Exhibit "C". The developer shall construct a minimum eight (8) foot public trail along Kirkwood Branch between Sam School Road and the internal trail connection that will potentially link to a bridge connecting the development to the Solana development as depicted on Exhibit "C".

D. A minimum five (5) foot sidewalk shall be constructed along Sam School Road adjacent to the development prior to final acceptance.

E. Parking – Guest parking shall be provided as shown on Exhibit "C".

F. Entry Gates and Access – Gates shall be decorative and the main entry from Sam School Road shall contain two paved access roads, one on each side of the guard

house as shown in Exhibit "D". Minimum roadway width at the gate shall be 24 feet for each side.

G. Pedestrian bridge over Marshall Branch Creek – A pedestrian bridge is hereby authorized to be constructed over Marshall Branch Creek linking the public trail and the private development trail to the Solana development as depicted in Exhibit "C" subject to floodway/floodplain requirements and engineering approvals. Further details on construction of the bridge, funding, access rights and feasibility may be contained in the development agreement.

H. Entry marker on Sam School Road – An easement shall be shown on the final plat allowing for the future placement of an entry marker on the north bound side of Sam School Road adjacent to the subject property. The final location of the easement shall be included in the development agreement.

Section 6 – Utilities, Drainage and Grading

A. Public Utilities – Water and sewer service shall be provided by the Town of Westlake to this development. The developer shall, at their cost, construct all necessary water and sewer system improvements per Town standards and shall secure any necessary easements.

B. Duct Bank - A Duct Bank system shall be installed by the Developer throughout the subdivision as required by Town ordinances. The Duct Bank shall be located within a utility easement, the final details of which shall be determined by the Town Manager or designee. The home builder shall tie into the Duct Bank prior to the Final Inspection for the home.

C. Stormwater – Stormwater facilities shall be installed by the developer and employ facilities that are recommended by the comprehensive plan. Final location and design of said facilities shall require the final approval of the Town Manager or designee.

D. Lot Grading – Grading and disturbance of land by the developer should be limited to areas necessary to construct public improvements. The pre-grading of individual residential lots by the developer for the purpose of creating a residential pad is discouraged. Given the extreme slope of the property, allowances for pre-grading shall be detailed in the development agreement and design guidelines.

Exhibit C – Concept/Development Plan



Solana Hills



Revision 3
September 8, 2023

EXHIBIT B
Planned Development District (PD) Development Standards

Section 1 - General

A. The purpose of this PD is for a detached single-family residential development of no more than 55 residential lots

B. The development authorized by this ordinance shall be consistent with the Concept/ Development Plan attached as Exhibit B-1. Minor deviations in lot dimensions and street locations are allowed provided that natural-area easements and setback guidelines are maintained, and the percentage of open space in the development is not reduced. Due to significant slope and grade conditions, adjustments to the Concept/Development plan may be necessary on a case-by-case basis.

C. Platting
   1. The developer shall submit, and receive approval for, a preliminary site evaluation prior to any land disturbance activities
   2. Prior to the final acceptance of public improvements, approval of private streets and release of residential building permits, the developer shall submit, and receive approval for, a final plat, which shall be platted as a single phase.
   3. The final plat noted above shall be recorded with the County Clerk prior to the release of any residential building permits.
   4. Prior to the approval of the preliminary site evaluation, the developer shall submit a development agreement for final approval by the Town Council per the requirements of the Code of Ordinances.

D. Permitted Uses - The following are permitted principal and accessory uses:
   1. Single Family Detached Homes
   2. Open Space (including active, passive and conservation areas
   3. Private Streets
   4. Drainage Facilities
   5. HOA maintained amenities
   6. Guard houses

E. Homeowner's Association - The development shall be governed by a Homeowner's Association (HOA) that will be responsible for common area maintenance, natural area maintenance, and enforcing the HOA Design Guidelines for the community.
   1. HOA Design Guidelines will be developed and reviewed by a "Development Architect" who shall be responsible for ensuring homes adhere to the aesthetic and form-based rules set forth in the HOA Design Guidelines
   2. All home designs shall be reviewed and approved by the Development Architect prior to construction.

Section 2 - Lot Dimensions and Building Design Standards

A. Lot Size and Width: Lot size and width shall meet the following conditions:
   1. Large Lots (A) - Min. Lot Size = 10,000 square feet, Min. Lot Width = 80 feet
   2. Large Lots SE (B) - Min. Lot Size = 10,000 square feet, Min. Lot Width = 80 feet
   3. Patio Home Lots (C) - Min. Lot Size = 5,000 square feet, Min. Lot Width = 45 feet
   4. Townhome Lots (D) - Min. Lot Size = 3,200 square feet, Min. Lot Width = 33 feet

B. Lot Coverage/ Building Footprint: Footprint is defined as all areas that are contained within the ground floor air-conditioned space, garages, and covered patios of the main residence (and excludes open porches, patios, porte-cocheres, or other unenclosed areas and accessory buildings). The maximum building footprint for a home shall meet the following conditions:
   1. Large Lots (A) - the lesser of 65% of the entire lot area or 8,000 square feet
   2. Large Lots SE (B) - the lesser of 65% of the entire lot area or 8,000 square feet
   3. Patio Home Lots (C) - the lesser of 65% of the entire lot area or 3,000 square feet
   4. Townhome Lots (D) - the lesser of 65% of the entire lot area or 2,000 square feet

C. Minimum House Size: All residences shall contain a minimum of 3,000 square feet of air-conditioned living space.

D. Building Height: No structure within the development shall be taller than three and one-half stories. Building height is measured starting from the finish floor at the front door, and does not include below-ground or partially below-ground levels. Building heights shall conform to the following conditions, or as determined to be appropriate by the Development Architect:
   1. The maximum height for two-and-a-half story structures shall be 40 feet above finish floor at the front door measured to the mid-point of the highest sloping roof
   2. The maximum height for three-and-a-half story structures shall be 55 feet above finish floor at the front door

E. Garages: Large Lots shall have a minimum of three (3) enclosed parking spaces. All other homes shall have a minimum of two (2) enclosed parking spaces. Garage doors shall be made of sectional wood, or be wood clad, or be glass and steel. Garage doors shall be recessed a minimum of six inches from the plane of the adjacent wall. Front facing garage doors are allowed if located further back on the lot than the side-facing garage portion.

F. Roofs: Roofing materials where visible are limited to clay/concrete tile, slate, or metal.

G. Exterior Walls: Exterior walls shall have horizontal and vertical articulation or architectural delineation on all elevations as further detailed in the development design guidelines

H. Design Guidelines: Prior to the approval of the preliminary site evaluation, the developer shall submit final design guidelines for approval by the Town Council that shall be recorded with the private deed covenants, conditions and restrictions. Said guidelines shall incorporate the recommendations contained in the Building Quality Manual; Chapter 62, Article III of the Code of Ordinances. With the exception of any guideline provision addressing a particular architectural style, said design guidelines shall be enforced by Town staff in reviewing building permit applications for compliance with the provisions above. Enforcement by staff may include general building articulation, massing, fenestration, roof slope, and building materials.

Section 3 - Landscaping, Open Space, Tree Preservation, and Natural Areas

A. Landscaping:
    1. Landscape beds (including gravel mulch) shall be located along the foundation line of all structures, except where paving is adjacent to the structure, and must extend away from the foundation a minimum of five feet.
    2. A minimum of one (1), 3.5 inch caliper tree shall be planted per 30 linear feet of roadway, one (1) on each side of the street, from an approved hardwood tree list. Existing trees may be counted to satisfy this requirement.
    3. At the time of building permit issuance, each lot shall plant at least two (2) 3.5 inch caliper trees from an approved hardwood tree list. Existing trees may be counted to satisfy this requirement.

B. Tree Preservation: All protected trees shall require mitigation upon damage or removal except as amended below. Mitigation may be addressed through a monetary fine as set forth in the Code of Ordinances.
    1. The following areas are hereby exempt from the requirements for tree mitigation:
        a. Roadways and trails
        b. The residential building envelope
        c. The designated driveway area
        d. The side yard setback (except on the street facing side of corner lots)
        e. An area of no more than five feet into the rear yard setback
    2. Natural Areas: All vegetation, including trees, understory, and ground cover within the designated Natural Areas as depicted on Exhibit B-4 shall remain in an undisturbed state at all times. As determined by the Town Manager or their designee, adequate protection mechanisms including but not limited to temporary fencing and/or temporary buffer areas shall be utilized to protect all designated Natural Areas during construction activities. Areas exempted from this requirement include approved trail corridors and public utility mains. Further terms concerning the maintenance of designated Natural Areas may be provided in the development agreement.
    3. Tree Survey Requirement: Prior to approval for construction, excavation and grading of any portion of the subject property, a tree survey that meets the requirements of Chapter 98 of the Code of Ordinances shall be submitted and reviewed for compliance by the Town Manager or designee. In order to protect existing understory, in areas where construction activities may be performed at a later date, submission of a tree survey may be deferred until a building permit application is received.

C. Open Space and Natural Areas
    1. All Open Space and Natural Area easements, setbacks, or buffer areas, including public and private, shall be consistent with Exhibit B-4
    2. All Open Space and Natural Areas shall be maintained by the HOA

Section 4 - Fencing

A. Any fencing along Sam School Road and the entry gate area shall be low masonry, or decorative metal pickets with optional masonry base, columns, and/or panels where screening is necessary, and be maintained by the HOA.
B. Individual lot line fences adjacent to open space or natural areas shall be limited to a masonry base and decorative metal pickets to ensure semi-transparent views to natural areas. Privacy fences are permitted on side and rear lot lines.

Section 5 - Streets, Trails, Parking and Access

A. Streets - All streets and alleys within the development shall be private and constructed to Town standards. Streets and alleys shall be no less than 30' in width. Street lighting shall be located at all corners and intersections. Lights shall be low pedestal type fixtures that comply with Town standards and Comprehensive Plan recommendations as well as follow the Town's low intensity lighting standards
B. Trails - Internal trails and pedestrian paths shall tie into the Solana Trail network at Sam School Road. Final construction details including final trail location and dimensions may be further defined in the development agreement.
C. Parking - To minimize on-street parking and improve emergency access, a minimum of one (1) visitor parking space shall be provided for every two (2) homes, excluding Type A and Type B homes, and shall be located adjacent to Alleys, not directly off of the main Street loop. Parking space dimensions shall comply with the parking standards contained in the Code of Ordinances and shall be landscaped per the requirements set therein. Said parking locations shall be consistent with Exhibit B-3 and shall be located within a public parking easement to be shown on the final plat and shall be maintained by the HOA
D. Access - The entrance from Sam School Road shall consist of a Dual Entrance, providing two points of vehicular access into the development, per Exhibit B-3 and B-7. Each entry drive shall have a minimum width of 24 feet. The final design and construction shall be approved and inspected by the Town Engineer.

Section 6 - Utilities, Drainage and Grading

A. Public Utilities - Water and sewer shall be provided by the Town of Westlake. The developer shall construct all water and sewer system improvements per Town standards.
B. Duct Bank - A Duct Bank system shall be installed by the Developer throughout the community as required by Town ordinances. The Duct Bank shall be located within a utility easement, the final details of which shall be determined by the Town Manager or designee. The home builder shall tie into the Duct Bank prior to the Final Inspection of the home.
C. Stormwater - Stormwater facilities shall be installed by the developer and employ a combination of bio-swales, and traditional drainage methods to connect to existing public storm water management systems. Final location and design of said facilities shall require the final approval of the Town Manager or designee.
D. Lot Grading - Estate Home Lots and Large Home Lots shall not be pre-graded by the developer and shall be graded at the time of building permit issuance by the homebuilder. Prior to grading and permit issuance, the homebuilder for each home site shall submit a tree protection and mitigation plan and an engineered grading plan that demonstrates compliance with the view shed recommendation in the Comprehensive Plan.

Summary of Exhibits:

B-1 Site Location and Survey

B-2 Development Plan Conceptual Renderings

B-3 Concept/Development Plan

B-4 Open Space / Natural Area Plan

B-5 Critical View And Building Height Analysis

B-6 Development Narrative

B-7 Entry Access Concept

B-8 Concept Grading Plan

B-9 Concept Sewer Plan

B-10 Concept Stormwater Plan

B-11 Drainage and Floodway Plan

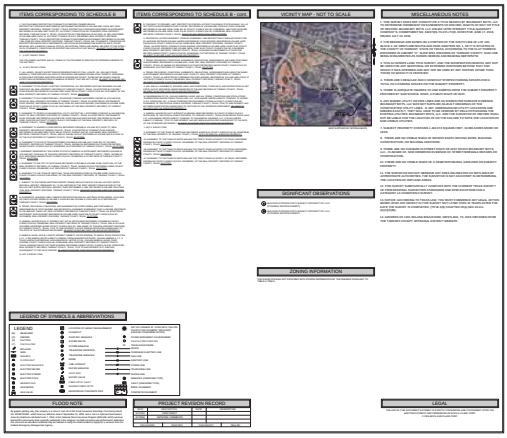
B-12 Preliminary Tree Sampling

B-13 Traffic Impact Analysis (TIA)

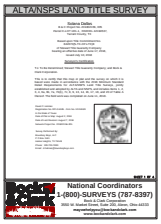
EXHIBIT B-1
Site Location and Survey

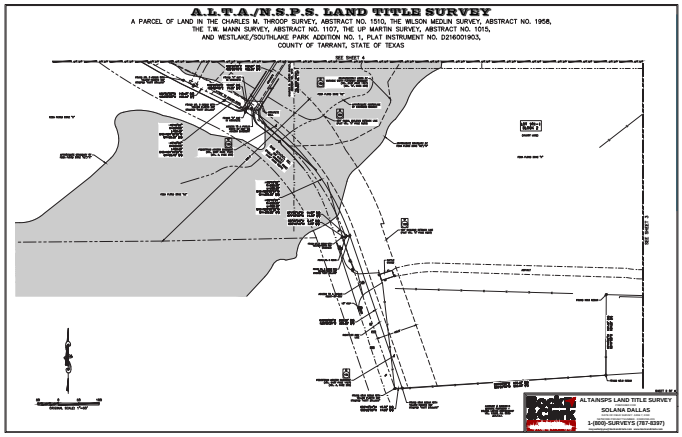
Legal Description of Property:
Lot 1R1-1, Block 2, Minor Plat of Lots 1R1-1, 3 & 4, Block 2 of Westlake/Southlake Park Addition No. 1, according to the Map recorded in Instrument No. D216001903, Plat Records, Tarrant County, Texas.

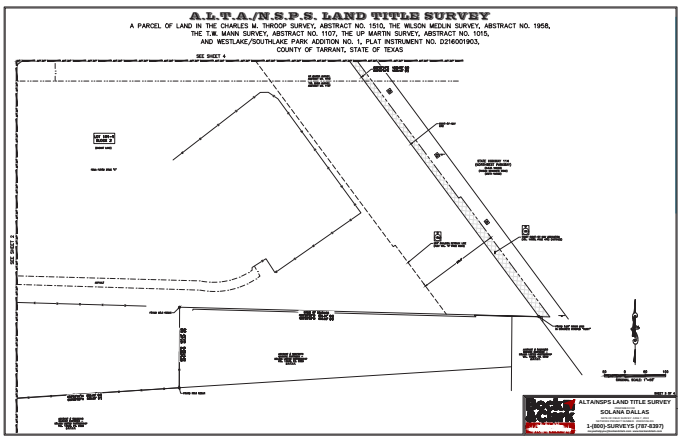












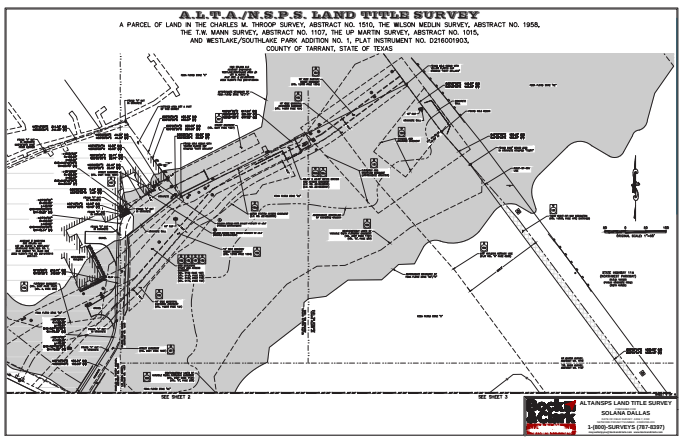


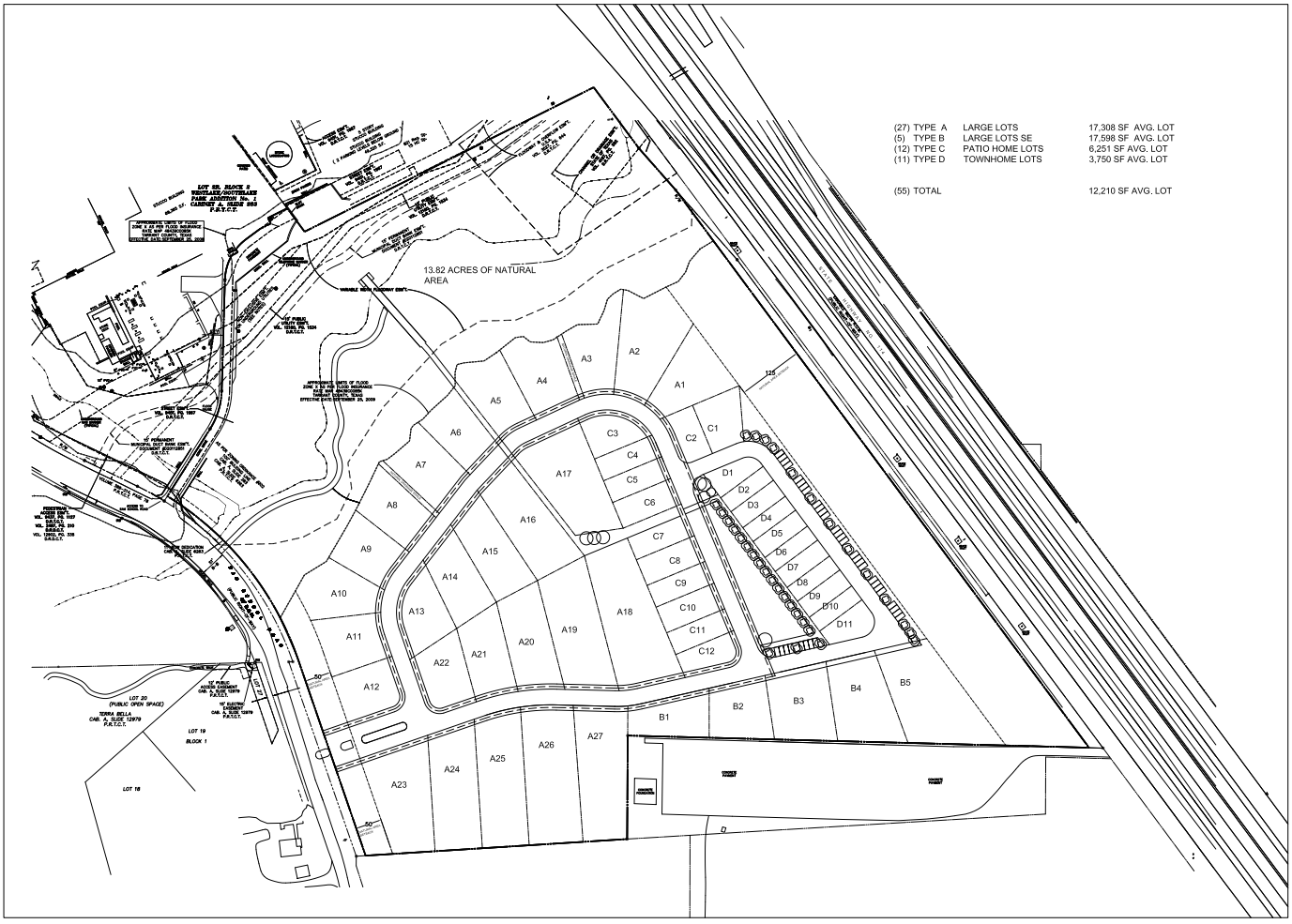
EXHIBIT B-2
Development Plan Conceptual Renderings





NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-3
Concept/Development Plan



CONCEPT DEVELOPMENT PLAN

*location of flood line is approximate, ancillary structures like patios, porches, etc may extend into the flood plane

NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-3
Concept/Development Plan



CONCEPT DEVELOPMENT PLAN

NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-3
Concept/Development Plan



CONCEPTUAL BUILDING FOOTPRINT PLAN

NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-4
Open Space / Natural Area Plan

A landscape buffer is provided on the North, East, and West borders of the site. Additional natural and open areas are designated in the interior of the development. Zone types are depicted below:
A - Public access natural areas, owned and managed by the HOA
B - Public access community amenity areas



A 13.82 AC. Public access natural areas
Owned and managed by HOA

B 0.84 AC. Public access community amenity areas
Owned and managed by HOA

*measurements are approximate and based on data /drawings available at the time of submission. final plat subject to change

NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-5
Critical View And Building Height Analysis

Significant view corridors from Sam School Rd. and Northwest Pkwy (114) currently showcase Westlake's natural landscape. These natural views will be preserved through an HOA-controlled natural area easement. Homes located at higher elevations will generally be screened by existing tree cover, as illustrated by the sections below.



1. View from Sam School Rd. Looking SE

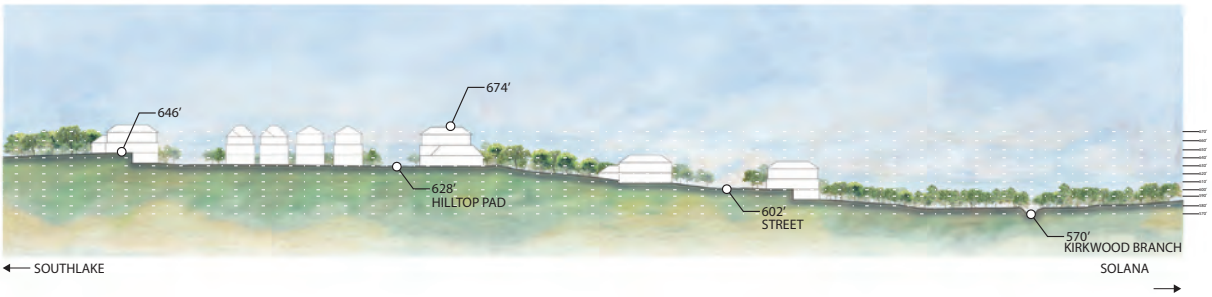


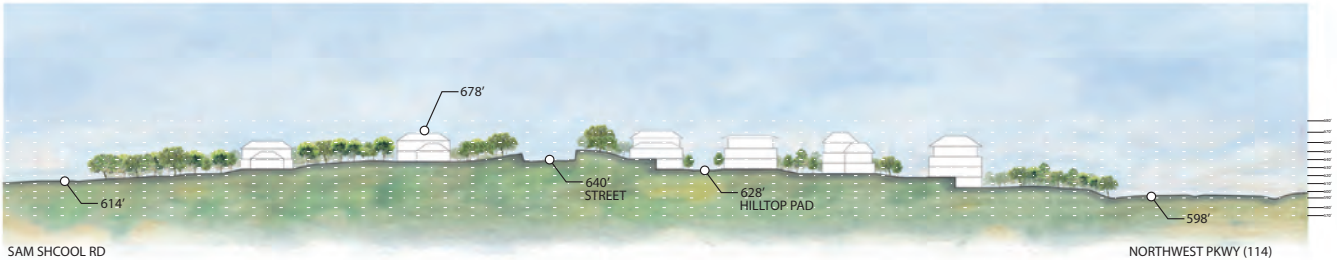
2. View from Sam School Rd. Looking N



3. View from 114 Looking S







NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-5 (cont.)
Critical View And Building Height Analysis

Natural views will be preserved through HOA-controlled natural area easements. The easements include a 50' setback along Sam School Rd. , 125' setback along Northwest Pkwy, and a natural area defined by the limits of the Kirkwood Branch flood zone. These natural landscape buffers allow homes to be screened from view from Sam School Rd. and Northwest Pkwy, and likewise allow residents to have views of nature from their homes. Additional trees will be planted on the existing bare patch of hill facing 114.



NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-5 (cont.)
Critical View And Building Height Analysis

A portion of slope leading up to the former gas pad site, visible from SH 114, is currently barren of trees. New trees will be planted in this area in order to beautify the site, restore the natural character of the landscape, improve sound buffering, and to properly shield view corridors into the site. This area will be owned and maintained by the HOA.



EXISTING TREE COVERAGE



PROPOSED TREE COVERAGE RESTORATION

NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-6
Development Narrative

Development Overview

Lovett is proposing a zoning change to accommodate a new Planned Development of single-family homes on 32.880 acres, accommodating lots for approximately 55 single family homes. Due to the site's proximity to The Plaza at Solana, commercial or business use was not deemed a priority for this location. The proposed zoning change would be for residential zoning only, which will benefit the existing commercial businesses at The Plaza. Due to significant slope and grade conditions, adjustments to the Concept/Development plan may be necessary on a case-by-case basis.

Located directly south of the Plaza at Solana, the new Planned Development will maintain the values and priorities of the Town of Westlake through:

-High quality architecture and urban planning
-Design and planning principals of New Urbanism
-Connection to nature and active recreation
-Consistent attention to detail through Development Architect review
-Creating a "sense of place" with distinctive design
-Understanding the Comprehensive Plan and Building Quality Manual

Proposed uses within the development include:

-Single-Family Detached Homes
-Private Streets
-Vehicular Access Control
-HOA-Operated Amenities Including Manned Guardhouse and Common Greenspace
-Publicly Accessible Natural Areas
-Drainage Infrastructure
-Pedestrian Trail Network

General Information

Legal Description:	Lot 1R1-1, Block 2, Minor Plat of Lots 1R1-1, 3 & 4, Block 2 of Westlake/Southlake Park Addition No. 1, according to the Map recorded in Instrument No. D216001903, Plat Records, Tarrant County, Texas.
Developer:	Lovett
Community:	Access-controlled community of up to 55 luxury homes, walkable to the Solana Urban Center and Larry North Fitness
Product Type:	Luxury Custom Homes, Patio Homes, and Townhomes with 2.5 and 3.5 story massing including rooftop patios and 2 or 3-car garages
Home Pricing:	Estimated starting at $1.2 million

EXHIBIT B-6 (cont.)
Development Narrative

Residential Standards

-All homes are subject to review by the ***Development Architect*** to maintain the highest level of quality and design consistency throughout the development.
-Lots are categorized into distinct types, with corresponding home standards
-Guidelines are set forth for each type to determine size, setbacks, relation to streets, massing, height, and architectural character

A. The following are the design criteria for each housing type:

Type A – Large Lot Homes
- a. Minimum Lot Size: 10,000 square feet
- b. Minimum Lot Width: 80 feet
- c. Minimum Unit Size: 3,000 square feet
- d. Maximum Height: 2.5 Stories above finish floor at the front door, plus roof decks
- e. Setback from Street: 20 feet - Side Setbacks: 5 feet - Rear Setback: 5 feet (unless otherwise restricted by development setbacks)

Type B – Large Lot SE Homes
- a. Minimum Lot Size: 10,000 square feet
- b. Minimum Lot Width: 80 feet
- c. Minimum Unit Size: 3,000 square feet
- d. Maximum Height: 2.5 Stories above finish floor at the front door, plus roof decks
- e. Setback from Street: 10 feet - Side Setbacks: 5 feet - Rear Setback: 5 feet (unless otherwise restricted by development setbacks)

Type C – Patio Homes
- a. Minimum Lot Size: 5,000 square feet
- b. Minimum Lot Width: 45 feet
- c. Minimum Unit Size: 3,000 square feet
- d. Maximum Height: 3.5 Stories above finish floor at the front door, plus roof decks
- e. Setback from Alley: 0 feet - *Side Setbacks: 1 foot - Rear Setback 3 feet

Type D – Townhomes
- a. Minimum Lot Size: 3,200 square feet
- b. Minimum Lot Width: 33 feet
- c. Minimum Unit Size: 3,000 square feet
- d. Maximum Height: 3.5 Stories above finish floor at the front door, plus roof decks
- e. Setback from Alley: 0 feet - *Side Setbacks: 1 foot - Rear Setback: 3 feet (unless otherwise restricted by development setbacks)

*side setbacks may vary on certain lots as long as a minimum of 4' building separation is maintained

EXHIBIT B-6 (cont.)
Development Narrative

Residential Standards (continued)

B. Garages: All homes shall have a minimum of 2 enclosed parking spaces. Garage doors shall be made of sectional wood or be wood clad. Garage doors shall be recessed a minimum of (8) eight inches (nominal) from the plane of the adjacent wall. Front facing garage doors are allowed if located further back on the lot than the side-facing garage portion and are in a motor court setting.

C. Roofs: Permitted roof materials include:

1. High quality clay or concrete tile
2. Slate or synthetic stone
3. Metal: Traditional standing seam
4. Flat or low-pitched roofing not visible from the street may be of any code approved material.

D. Exterior Walls: Exterior walls shall meet the requirements of the Town's Building Quality Manual. Exterior wall materials may include Brick, Stone, and/or 3-Coat Stucco.

E. Design Review: All home designs shall be subject to review by the Developer's "***Development Architect***" to ensure compliance with the Town's Building Quality Manual and the Developer's proposed design intent.

EXHIBIT B-6 (cont.)
Development Narrative

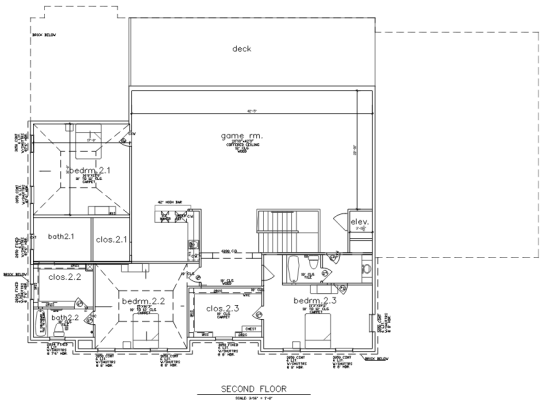
Type A - Large Lot Homes

Type B - Large Lot SE Homes

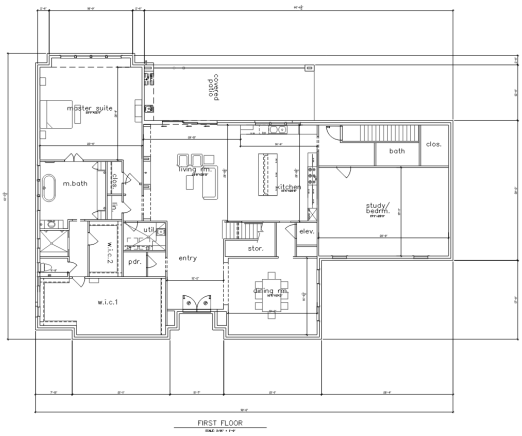
These homes have the largest allowable footprints. The images shown on this page are meant to represent examples of appropriate architectural expression and massing. Height is limited to two-and-a-half stories above existing street grade, not including below-grade or partially below-grade levels. Mass pre-grading will be avoided except in cases of extreme slope conditions.



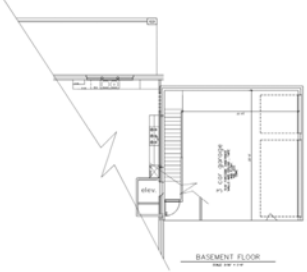










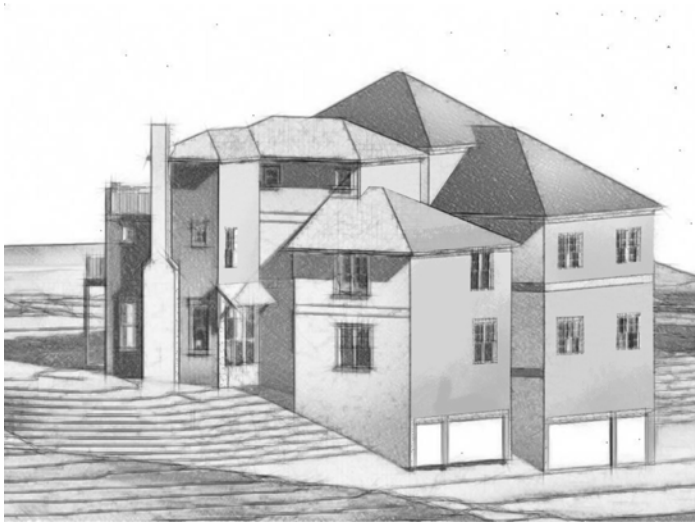


NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

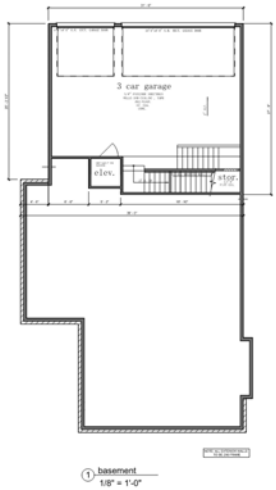
EXHIBIT B-6 (cont.)
Development Narrative

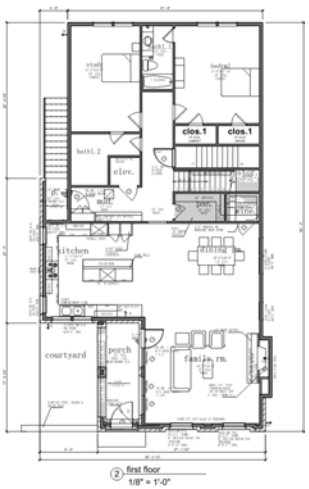
Type C - Patio Homes

Patio Homes occupy mid-sized lots and are clustered around the flat-pad portion of the site. Height is limited to three-and-a-half stories above existing street grade, not including below-grade or partially below-grade levels. Mass pre-grading may be necessary due to the slope across some Type C lots.

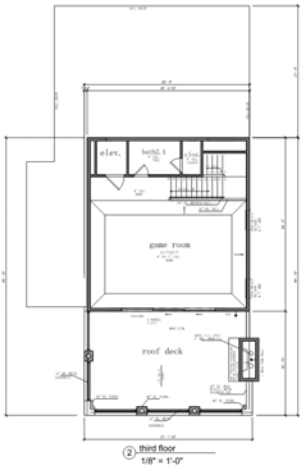












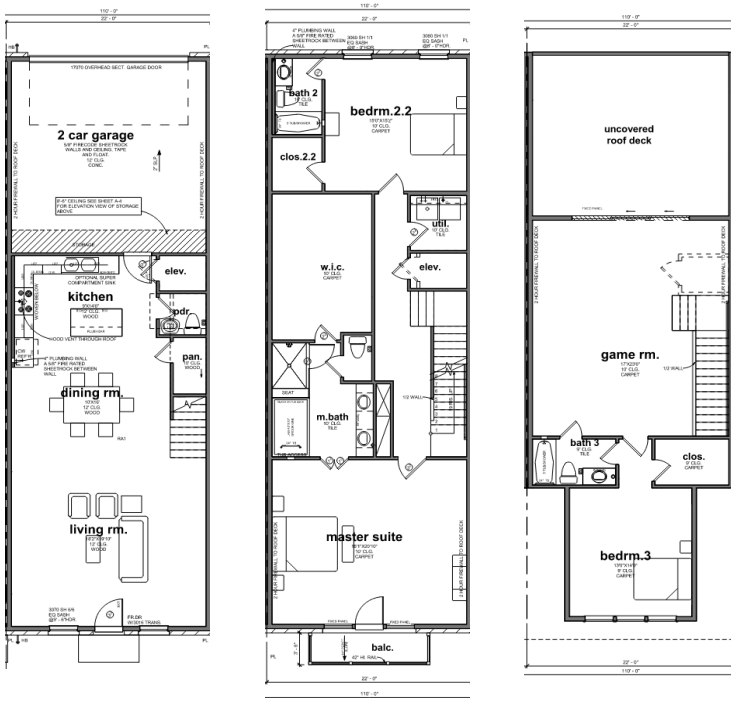
NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-6 (cont.)
Development Narrative

Type D - Townhomes

Townhomes are sited on the smallest lots and are clustered around the flat-pad portion of the site. Height is limited to three-and-a-half stories above existing street grade, not including below-grade or partially below-grade levels. Garages/driveways must connect to an Alley, not the main Street loop. Mass pre-grading may be necessary due to the slope across some Type D lots.





NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-6 (cont.)
Development Narrative

Residential Access Alleys

Driveways and garages for all Townhomes are accessed from a shared drive “alley” loop to prevent congestion and visual impact on the primary street. Alley paving shall be stamped/patterned concrete or similar hardscape treatment. All alleys are curbless, 30’ wide, with 30’ interior radii at intersections, and feature an inverted street section to create a courtyard-like experience.



VIEW 1



EXHIBIT B-6 (cont.)
Development Narrative

Landscape and Open Space

General Landscape Design Intent

The site is located in the Eastern Cross Timbers Ecoregion. In keeping with the BQM and Comprehensive Plan, the landscape design will strive to restore the natural mosaic of the region by prioritizing native planting and naturalistic grouping of plants.

"Westlake is characterized by its complex and varied landscape. Therefore, the design of any building in Westlake should make every effort to accommodate the character, profile, and natural mosaic of the indigenous landscape."

-Building Quality Manual p. 6

"Any...PD Development Plan... should make effort to restore natural features, natural systems, natural pattern, and/or natural mosaic."

-Building Quality Manual p. 14



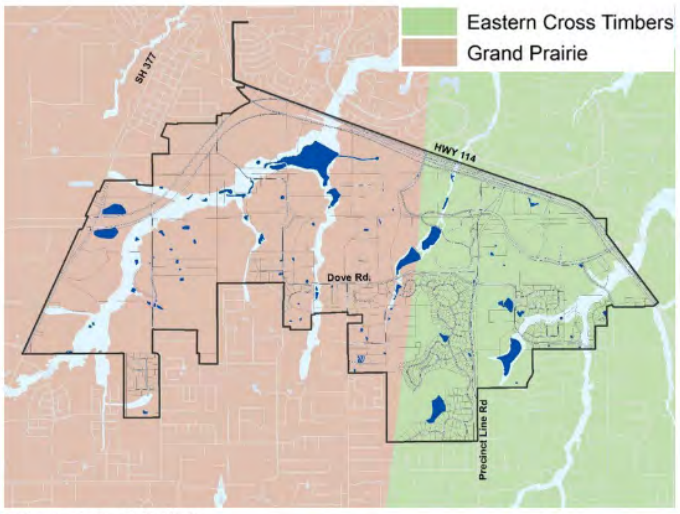


Figure 62: The Ecoregions of Westlake

EXHIBIT B-6 (cont.)
Development Narrative

Landscape and Open Space

Community Green Space

In addition to the roughly 13 acres of HOA-managed perimeter natural areas shown on the Open Space Plan, approximately 0.84 acres of HOA-managed community green space is located in the interior of the development. Amenity programming will be developed along with the landscape masterplan, and may include elements such as picnic areas, shade pavilions, seating, walkways, landscaping, etc. Visitor parking is provided.





EXHIBIT B-6 (cont.)
Development Narrative

Landscape Design Intent

In keeping with the Comprehensive Plan and Building Quality Manual, all landscape designs and plant selections will strive to reflect a naturalistic attitude that complements the existing character of Westlake's natural areas.











Plant Palette

Native and regionally-appropriate plantings are encouraged. Major landscape interventions may be subject to review by the Development Architect.



NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-6 (cont.)
Development Narrative

Landscape and Open Space

A. Landscaping: A master landscape plan shall include the following:

1. Substantial compliance with the Development Plan
2. The landscape plan shall reflect the developer's efforts to comply with the "landscape integrity" objectives of the Town's Comprehensive Plan and employ predominantly plant materials which are consistent with restoration of the natural mosaic.
3. Details of planting locations, types, quantities and schedules
4. A detailed tree survey as required by the Code of Ordinances
5. Outline of maintenance responsibilities of the developer vs. homeowner vs. HOA, or other jurisdictions that may apply
6. Details for guest parking
7. Locations and specifications for the internal trail system

B. Tree Preservation – All protected trees shall require mitigation upon damage or removal as required by the Code of Ordinances. Mitigation my be addressed through a monetary fine as set forth in the Code of Ordinances. Mitigation may be provided through tree plantings as shown on the landscape plan during development and/or home building phases. Where possible, old growth trees should be preserved as identified in the master landscape plan.

C. Open Space - A minimum of 30% of the development shall be reserved as open space. Open space includes: Publicly Accessible Natural Areas including public walking trails, flood control areas, Kirkwood Branch, and any potential pedestrian connection to The Plaza at Solana.

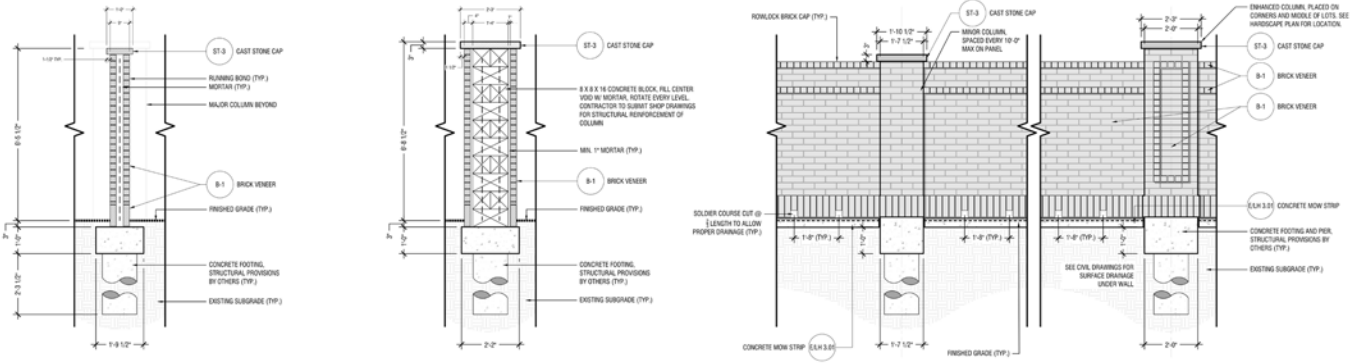
D. Trails – An internal trail/sidewalk system shall be constructed and shall connect to the public trail system. The public trail system shall comply with all Town requirements and shall be generally located as shown in the concept/development plan and shall be constructed by the developer as part of the required public improvements.

E. Grading Limitations – Significant site grading shall be allowed only as necessary to construct streets, infrastructure, and development amenities. Due to the unique topographic conditions of the site, certain grading solutions like retaining walls and lot pads will be evaluated on a case by case basis, subject to review by the developer and Development Architect.

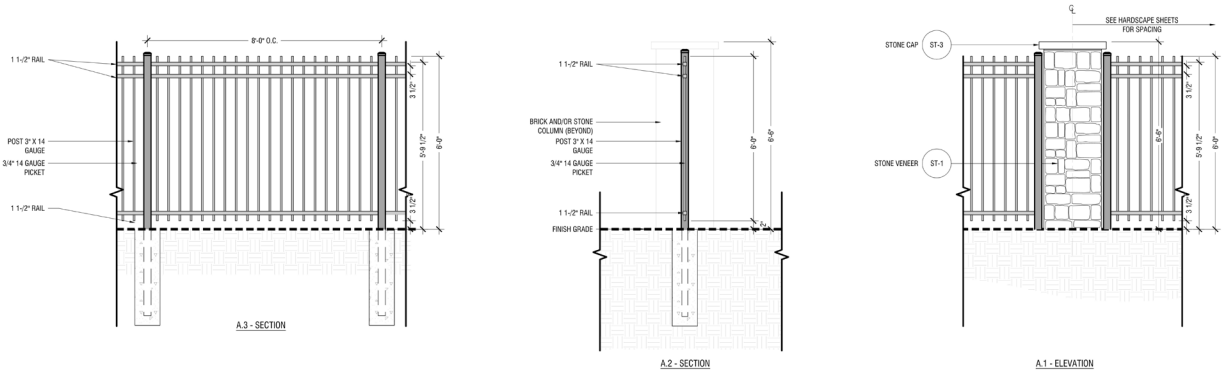
EXHIBIT B-6 (cont.)
Development Narrative

Fencing

Fencing shall be constructed primarily of masonry and/or metal pickets. To preserve natural vistas, fencing between lots and along natural areas shall be designed in a way to provide a general sense of openness and visibility. Exceptions may be made for privacy or utility concerns. Fencing facing Sam School Road, as part of the community entrance, may be constructed of masonry and used to screen views where necessary due to privacy, security, or utility concerns. See illustrations below for fencing design precedents. These images are for general design intent, do not represent final construction drawings, and are subject to change.



DOUBLE WYTHE BRICK WALL



ORNAMENTAL IRON FENCE
WITH MASONRY ACCENTS

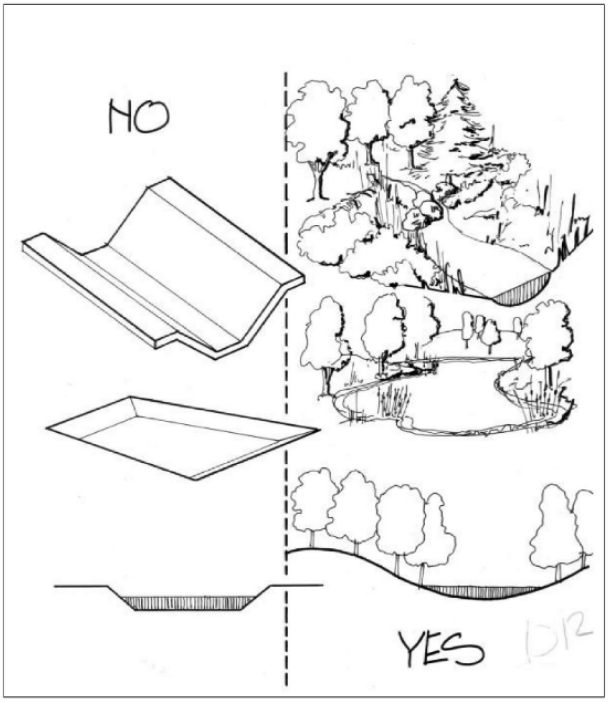
EXHIBIT B-6 (cont.)
Development Narrative

Drainage

Drainage techniques such as bioswales and natural channels are preferred in lieu of rigid concrete channels.

"-Minimize structured means of water management
-Maintain natural land shapes and forms in the creation of detention / retention facilities and created drainage ways
-Restore and extend the natural fabric
-Respect natural systems that flourish within natural systems"
-Building Quality Manual p. 18

"Any...PD Development Plan... should make effort to restore natural features, natural systems, natural pattern, and/or natural mosaic."
-Building Quality Manual p. 14



18



NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-6 (cont.)
Development Narrative

Kirkwood Branch Natural Area

The natural waterway and flood zone will be a defining feature of the development, as well as providing a potential connection to The Plaza at Solana to the north. An approximately 6 acre area encompassing the floodway will be designated as a Natural Area to be maintained by the development HOA.

Natural Preserve / Landmark Landforms: Areas of relatively undisturbed landscape (sometimes a restored landscape) for the purpose of maintaining the presence and health of natural systems (such as water flow), tree and other vegetative communities, and ecotone diversity. Meant more to be viewed than used, limited public use promotes environmental understanding and contemplative connection with the native landscape of Westlake without over burdening the natural mosaic with active use. These areas should include landmark landforms distinctive of Westlake and termini of the vistas that residents enjoy.

-Comprehensive Plan p. 189





Potential Connection to The Plaza at Solana

NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

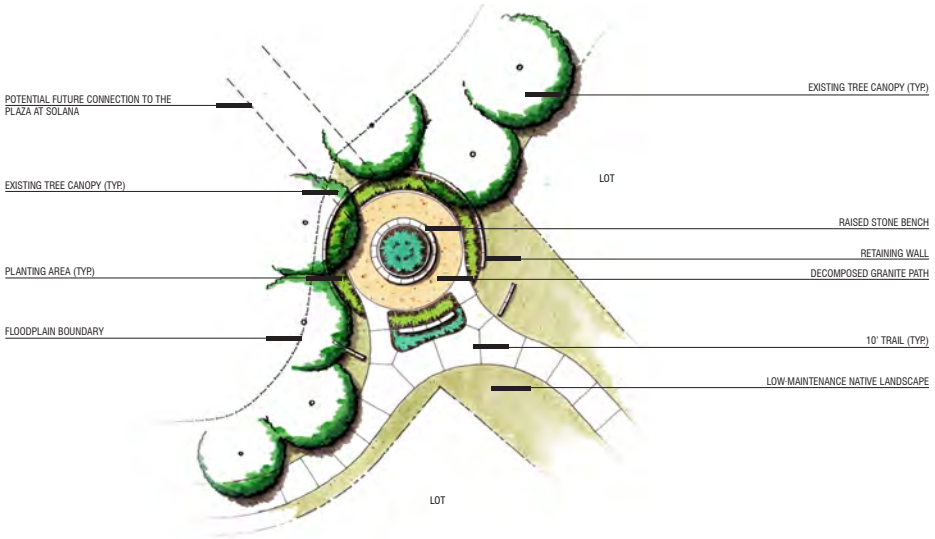
EXHIBIT B-6 (cont.)
Development Narrative

Trail Network

Connections will be made between the development's internal pedestrian network and the existing Town of Westlake trail system. Proposed connection points are along Sam School Rd. and will be finalized in subsequent design review with the Town.

A publicly accessible creek overlook is proposed along the trail at a location that may also serve as a potential future connection to The Plaza at Solana, depending on agreements with relevant parties and jurisdictions.









NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-7
Entry Access Concept





NOTE: IMAGES ARE FOR CONCEPT PURPOSES ONLY. FINAL RESULTS MAY VARY

EXHIBIT B-8
Concept Grading Plan

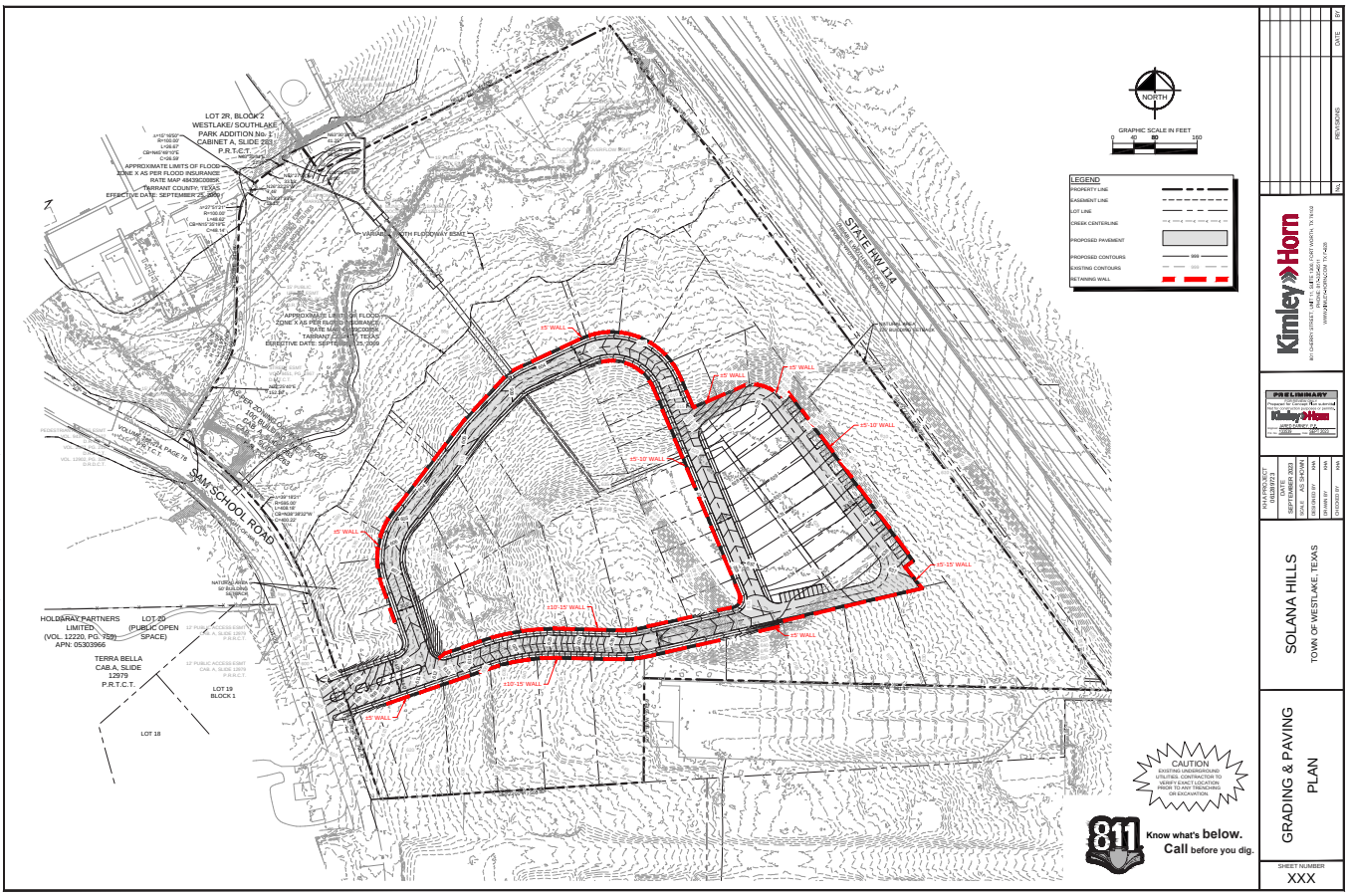


EXHIBIT B-9
Concept Sewer Plan

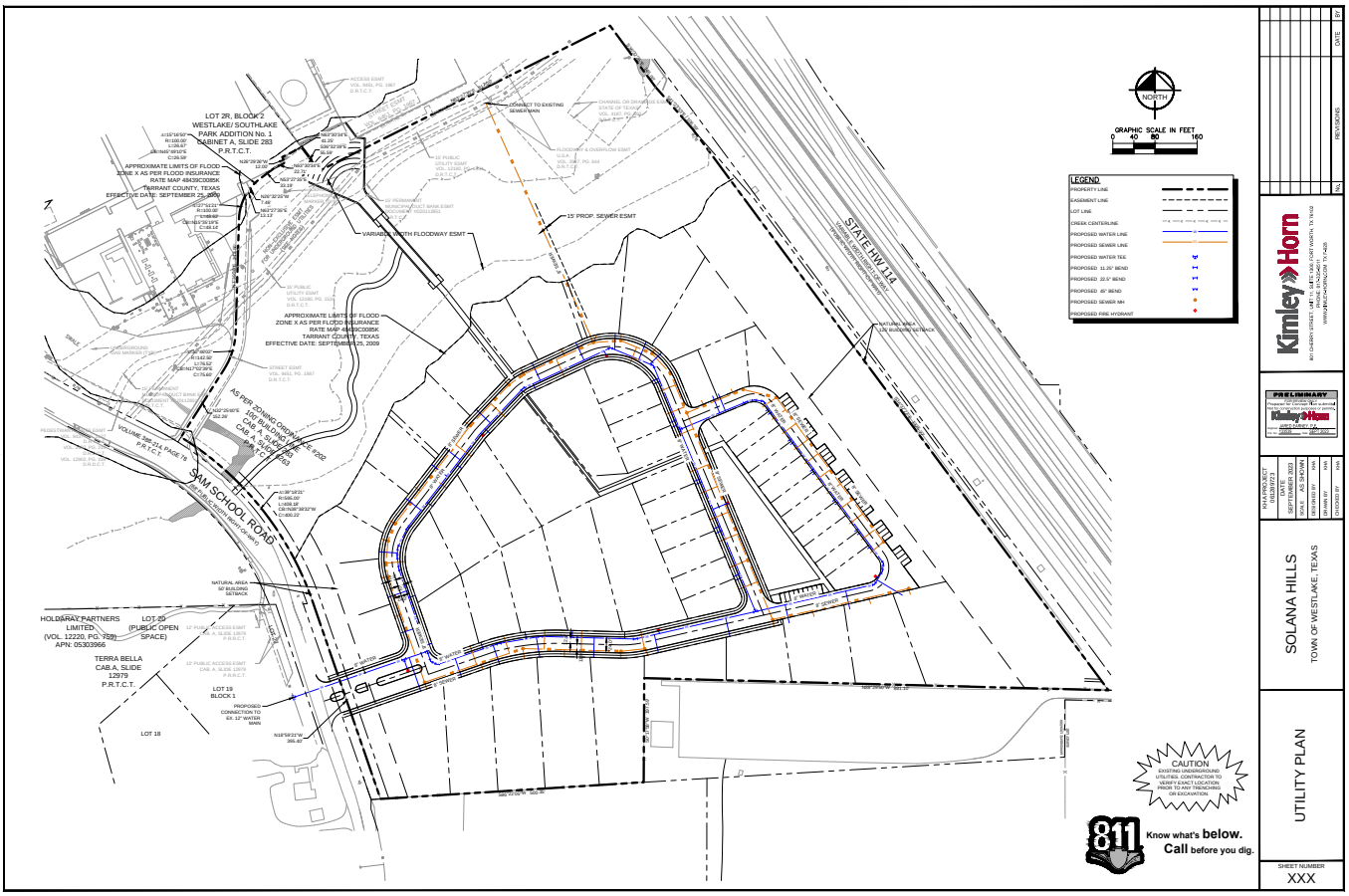


EXHIBIT B-10
Concept Stormwater Plan

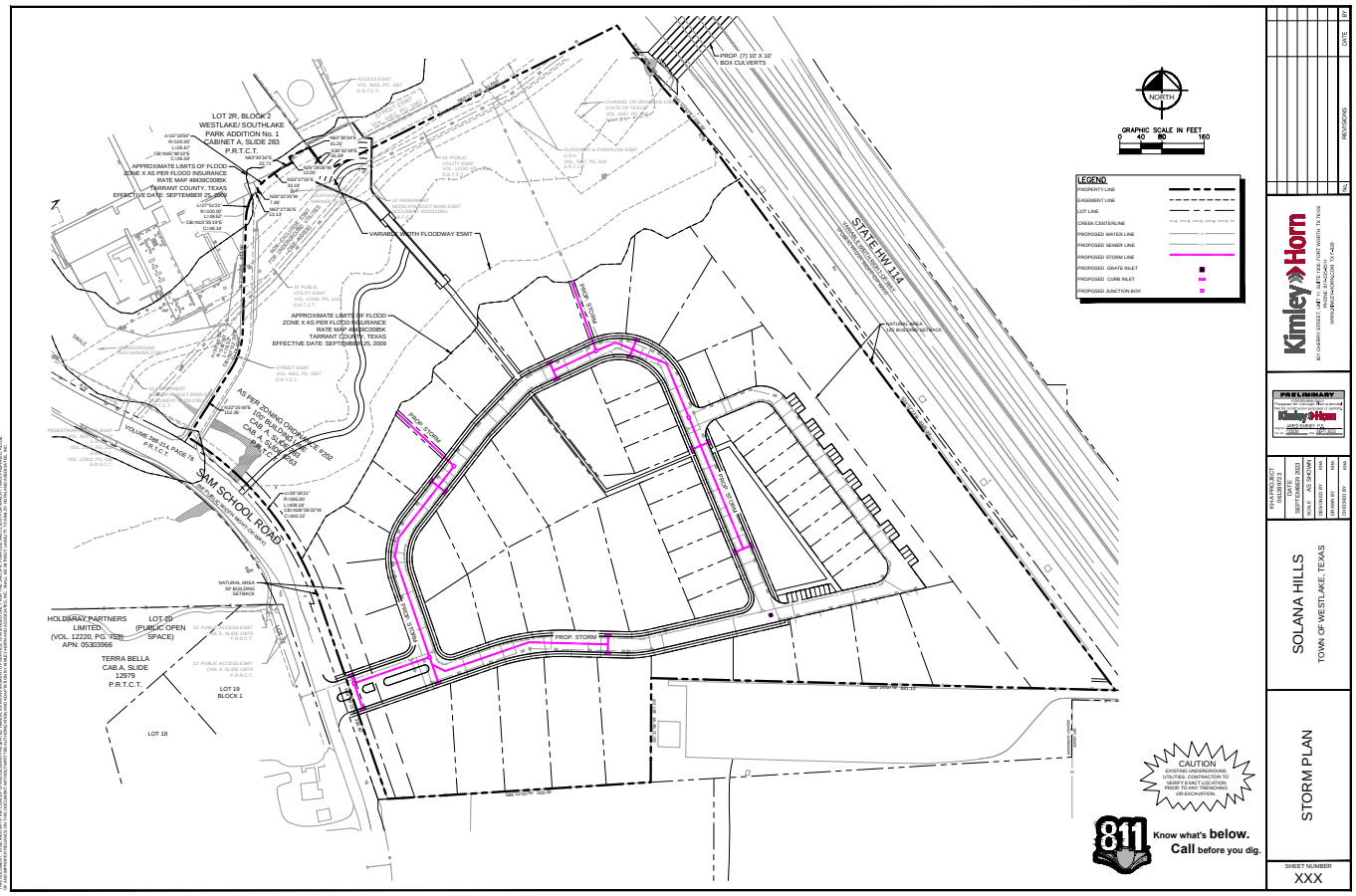


EXHIBIT B-11
Drainage and Floodway Plan

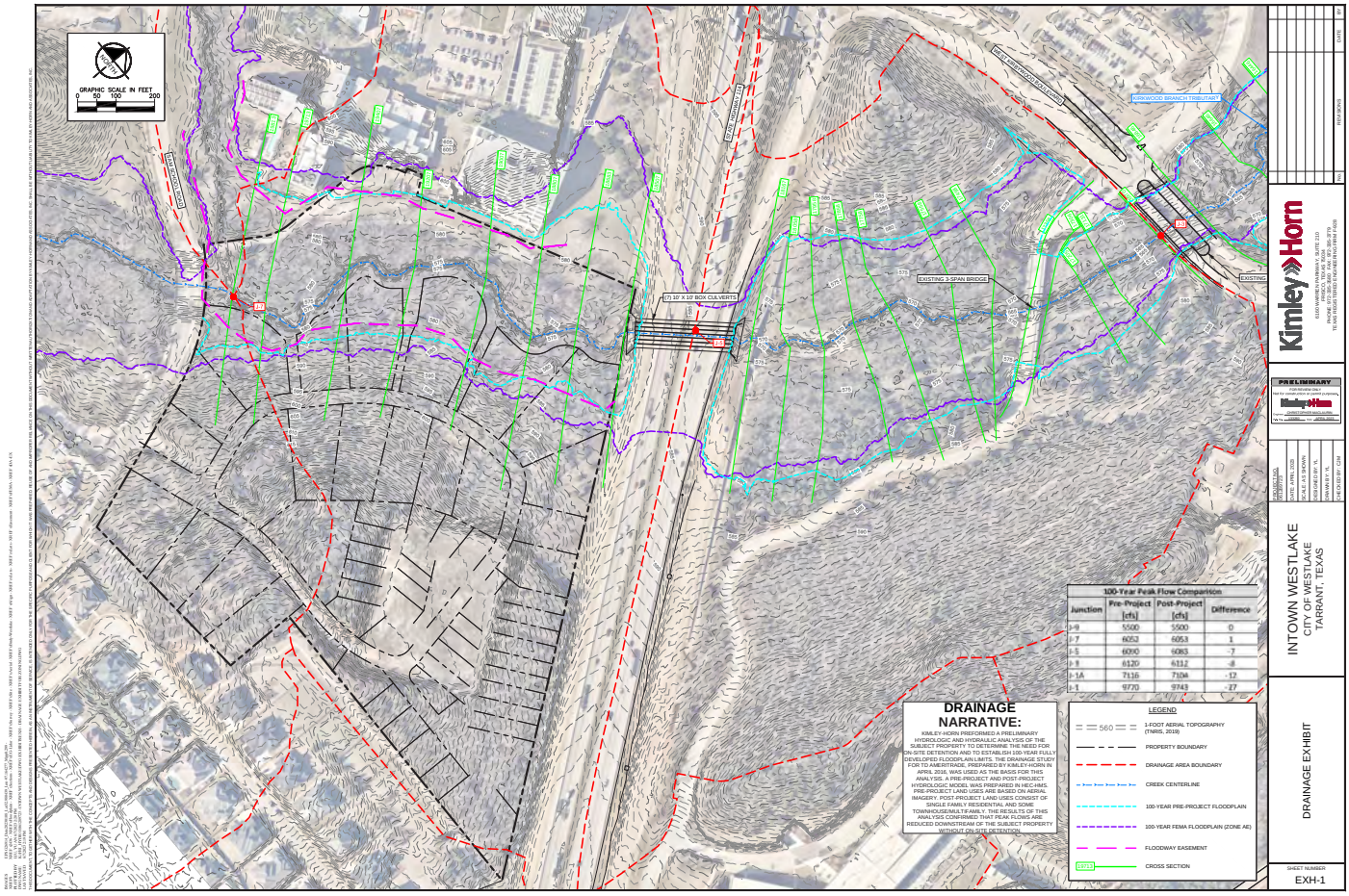
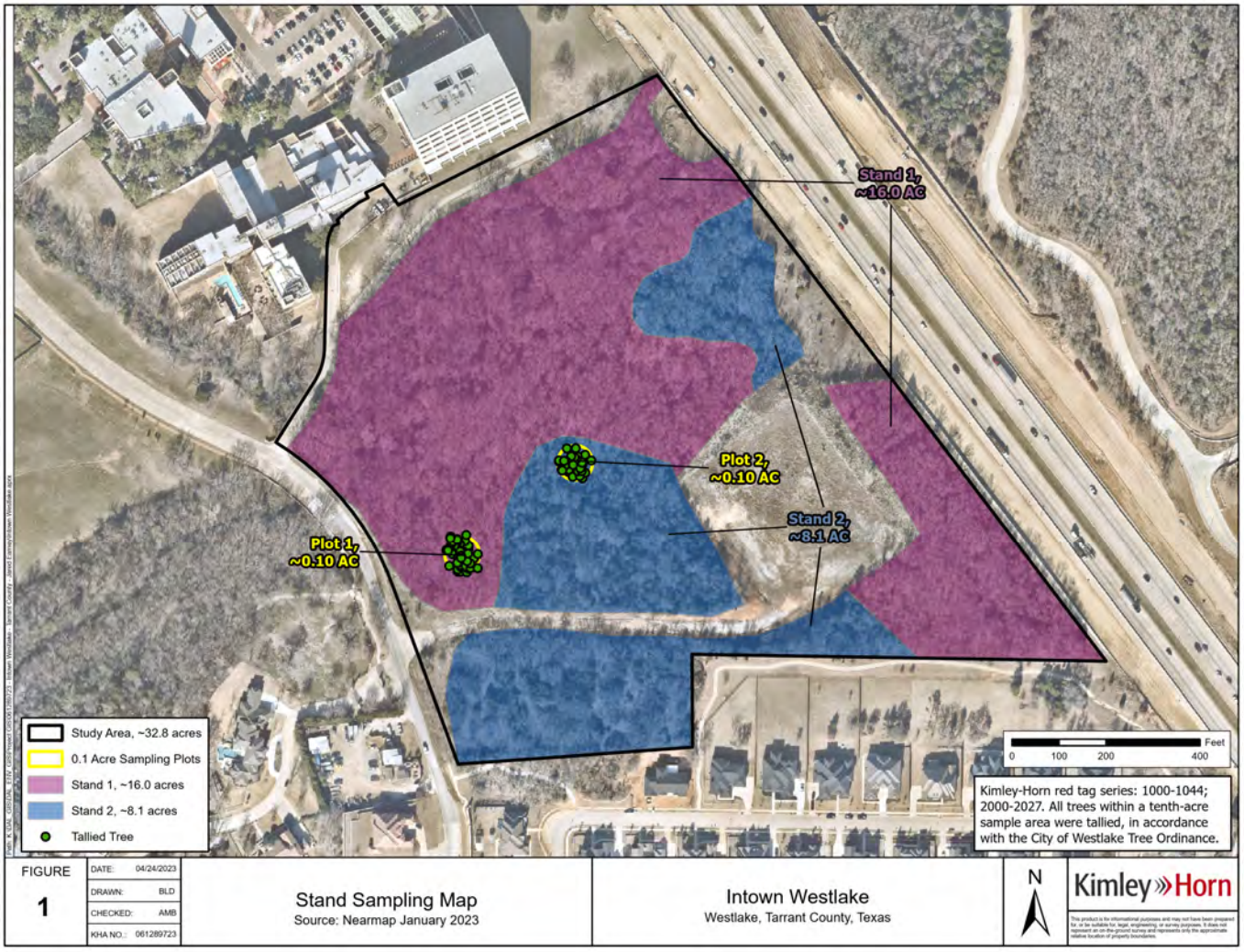


EXHIBIT B-12
Preliminary Tree Sampling



Intown Westlake Tree Sampling - Plot 1
Westlake, Tarrant County, Texas

TAG#	DBH	COMMON NAME	*SCIENTIFIC NAME*	CONDITION	MULTIPLE-STEMMED
1000	6.9	post oak	*Quercus stellata*	Healthy	Single
1001	9.8	post oak	*Quercus stellata*	Healthy	Single
1002	6.0	post oak	*Quercus stellata*	Healthy	Single
1003	5.8	post oak	*Quercus stellata*	Healthy	Single
1004	8.0	cedar elm	*Ulmus crassifolia*	Healthy	Single
1005	9.3	post oak	*Quercus stellata*	Healthy	Single
1006	13.7	post oak	*Quercus stellata*	Healthy	Single
1007	13.1	post oak	*Quercus stellata*	Healthy	Forked
1008	8.5	cedar elm	*Ulmus crassifolia*	Healthy	Forked
1009	6.8	post oak	*Quercus stellata*	Healthy	Single
1010	7.8	post oak	*Quercus stellata*	Healthy	Single
1011	6.9	post oak	*Quercus stellata*	Healthy	Single
1012	6.5	post oak	*Quercus stellata*	Healthy	Single
1013	5.2	post oak	*Quercus stellata*	Healthy	Single
1014	8.5	post oak	*Quercus stellata*	Healthy	Single
1015	4.7	post oak	*Quercus stellata*	Healthy	Single
1016	8.4	post oak	*Quercus stellata*	Healthy	Single
1017	4.8	cedar elm	*Ulmus crassifolia*	Healthy	Single
1018	2.8	eastern redcedar	*Juniperus virginiana*	Healthy	Single
1019	2.7	eastern redcedar	*Juniperus virginiana*	Healthy	Single
1020	4.2	post oak	*Quercus stellata*	Healthy	Single
1021	3.9	eastern redcedar	*Juniperus virginiana*	Healthy	Single
1022	7.3	post oak	*Quercus stellata*	Healthy	Single
1023	3.2	white ash	*Fraxinus americana*	Healthy	Single
1024	10.4	post oak	*Quercus stellata*	Healthy	Single
1025	4.8	post oak	*Quercus stellata*	Healthy	Single
1026	6.0	cedar elm	*Ulmus crassifolia*	Healthy	Single
1027	6.0	post oak	*Quercus stellata*	Declining	Single
1028	4.7	cedar elm	*Ulmus crassifolia*	Healthy	Single
1029	7.6	post oak	*Quercus stellata*	Healthy	Single
1030	4.4	cedar elm	*Ulmus crassifolia*	Healthy	Single
1031	5.7	post oak	*Quercus stellata*	Healthy	Single
1032	5.3	post oak	*Quercus stellata*	Healthy	Single
1033	14.4	cedar elm	*Ulmus crassifolia*	Declining	Single
1034	10.4	cedar elm	*Ulmus crassifolia*	Declining	Single
1035	11.7	cedar elm	*Ulmus crassifolia*	Healthy	Forked
1036	13.5	post oak	*Quercus stellata*	Healthy	Single
1037	8.3	cedar elm	*Ulmus crassifolia*	Healthy	Single
1038	9.4	post oak	*Quercus stellata*	Healthy	Single
1039	10.0	post oak	*Quercus stellata*	Healthy	Single
1040	7.3	post oak	*Quercus stellata*	Healthy	Single
1041	3.2	eastern redcedar	*Juniperus virginiana*	Declining	Single
1042	9.0	post oak	*Quercus stellata*	Healthy	Single
1043	5.1	post oak	*Quercus stellata*	Healthy	Single
1044	10.4	post oak	*Quercus stellata*	Healthy	Single

All trees within a tenth-acre sample area were measured and tallied in accordance with the City of Westlake Tree Ordinance. Green highlighted cells represent protected trees based on diameter.

Intown Westlake Tree Sampling - Plot 2
Westlake, Tarrant County, Texas

TAG#	DBH	COMMON NAME	*SCIENTIFIC NAME*	CONDITION	MULTIPLE-STEMMED
2000	10.4	post oak	*Quercus stellata*	Healthy	Single
2001	4.7	eastern redcedar	*Juniperus virginiana*	Healthy	Single
2002	11.9	blackjack oak	*Quercus marilandica*	Healthy	Single
2003	4.1	cedar elm	*Ulmus crassifolia*	Healthy	Single
2004	15.9	post oak	*Quercus stellata*	Hazard	Single
2005	12.0	post oak	*Quercus stellata*	Hazard	Single
2006	4.8	post oak	*Quercus stellata*	Healthy	Single
2007	5.8	blackjack oak	*Quercus marilandica*	Healthy	Single
2008	5.3	post oak	*Quercus stellata*	Healthy	Single
2009	7.2	post oak	*Quercus stellata*	Healthy	Single
2010	5.3	post oak	*Quercus stellata*	Healthy	Single
2011	7.8	post oak	*Quercus stellata*	Healthy	Single
2012	5.6	eastern redcedar	*Juniperus virginiana*	Healthy	Single
2013	7.7	post oak	*Quercus stellata*	Healthy	Single
2014	12.3	post oak	*Quercus stellata*	Healthy	Single
2015	7.0	post oak	*Quercus stellata*	Declining	Single
2016	5.4	eastern redcedar	*Juniperus virginiana*	Healthy	Single
2017	10.4	blackjack oak	*Quercus marilandica*	Healthy	Single
2018	4.1	blackjack oak	*Quercus marilandica*	Healthy	Single
2019	8.9	post oak	*Quercus stellata*	Healthy	Single
2020	7.1	post oak	*Quercus stellata*	Healthy	Single
2021	7.5	blackjack oak	*Quercus marilandica*	Healthy	Single
2022	7.1	eastern redcedar	*Juniperus virginiana*	Healthy	Single
2023	5.6	eastern redcedar	*Juniperus virginiana*	Healthy	Single
2024	7.5	eastern redcedar	*Juniperus virginiana*	Healthy	Single
2025	3.3	post oak	*Quercus stellata*	Healthy	Single
2025	5.8	post oak	*Quercus stellata*	Healthy	Single
2026	12.3	post oak	*Quercus stellata*	Healthy	Single
2027	9.7	post oak	*Quercus stellata*	Healthy	Single

All trees within a tenth-acre sample area were measured and tallied in accordance with the City of Westlake Tree Ordinance. Green highlighted cells represent protected trees based on diameter.

Intown Westlake
Sampling Areas Summary Tables

Table 1. Summary data broken up by stand using Sampling Areas 1-2. Totals are based on the combination of acre and stand level data.

Sample Area Number	Sample Area Size (Acres)	All Tree Count	Protected Tree Count	Average DBH per Sample Area (Inches)	Total Caliper Inches per Sample Area	Total Protected Caliper Inches per Sample Area	Total Area of Stand (Acres)	Calculated Expansion Factor (acre)	Total Trees per Acre	Total Caliper Inches per Acre	Total Protected Caliper Inches per Acre	Total Trees per Stand	Total Caliper Inches per Stand	Total Protected Caliper Inches per Stand
1	0.1	10	10	7.6	102.0	102.0	16.0	10.0	100.0	1,020.0	1,020.0	1,600	16,320.0	16,320.0
2	0.1	14	13	7.2	100.8	93.7	8.1	10.0	140.0	1,008.0	937.0	1,134	8,164.8	7,589.7
Totals	0.2	24	23	7.4	202.8	195.7	24.1		120.0	2,028.0	1,957.0	2,734	24,484.8	23,909.7

* Calculated expansion factor is one divided by the sample area. This is used to extrapolate the data per acre.

Intown Westlake
Tree Summary Table

Table 2. Summary data table for entire site using Sampling Areas 1-2. Totals are based on combining all data into one stand with no subdivision.

Intown Westlake Study Area	Sample Area Size (Acres)	All Tree Count	Protected Tree Count	Average DBH per Sample Area (Inches)	Total Caliper Inches per Sample Area	Total Protected Caliper Inches per Sample Area	Total Protected Area (Acres)	Calculated Expansion Factor*	Total Trees per Acre	Total Caliper Inches per Acre	Total Protected Caliper Inches per Acre	Total Trees Per Entire Area	Total Caliper Inches Per Entire Area	Total Protected Caliper Inches for Entire Area
Study Area	0.2	24	23	7.4	202.8	195.7	24.1	10.0	120	2,774.4	2,110.8	3,421	46,865.5	50,863.3

* Calculated expansion factor is one divided by the sample area. This is used to extrapolate the data per acre.

EXHIBIT B-13
Traffic Impact Analysis

Kimley»Horn

MEMORANDUM

To: Frank M.K. Liu
Lovett Residential – Owner

From: Douglas M Arnold, P.E.
Kimley-Horn and Associates, Inc.
TBPE Firm Number F-928

Date: June 7, 2023

Re: Traffic Impact Analysis – Solana Hills
Town of Westlake, Texas



06/07/2023

PURPOSE

This memorandum serves as a traffic study for the proposed Solana Hills single-family home development located on the east side of Sam School Road, south of Solana Boulevard, in the Town of Westlake, Texas. The purpose of this analysis is to determine the safety, mobility, and operational impacts that the proposed development access connections will have on the adjacent roadway network.

The following traffic assessment will include the following: existing and proposed roadway characteristics, existing and proposed development characteristics, access connection spacing, need for auxiliary lanes, sight distance, and intersection delay and level of service.

EXISTING TRANSPORTATION SYSTEM

The proposed development is anticipated to provide one access connection to Sam School Road. The study area will include the intersection of Solana Boulevard & Sam School Road and the proposed site driveway.

Solana Boulevard (35 mph posted speed limit) is a six-lane divided roadway, classified as a Town Arterial in the Thoroughfare Plan. Solana Boulevard provides direct access to the Davis Boulevard (with access to TX-114) to the west, and the City of Southlake and TX-114 to the east.

Sam School Road (30 mph posted speed limit) is a four-lane undivided roadway that transitions to a two-lane undivided roadway near the site, classified as a Local Street in the Thoroughfare Plan. Sam School Road runs along the west side of the site and intersects with Solana Boulevard northeast of the site. Sam School Road connects the site to Dove Road (with access to TX-114) to the south.

The intersection of Solana Boulevard & Sam School Road is stop-controlled along Sam School Road, setup as two intersections. **Exhibit 1** (see **Attachment B**) shows the existing lane assignment and traffic control.

CONTINUED...

TOWN OF WESTLAKE

RESOLUTION NO. 24-27

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS APPROVING A PRELIMINARY SITE EVALAUTION FOR THE SOLANA HILLS ADDITION

WHEREAS, the Planning and Zoning Commission held a public hearing on May 7, 2024 and voted unanimously to recommend approval of the preliminary site evaluation; and,

WHEREAS, the Town Council finds that the passage of this Resolution is in the best interest of the citizens of Westlake.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That, all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: That the Town of Westlake Town Council of Westlake, Texas, after considering the recommendation for approval from the Planning and Zoning Commission on May 7, 2024, does hereby approve the preliminary site evaluation as found in the attached document as ***Exhibit "A"***.

SECTION 3: If any portion of this Resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Resolution without the invalid provision.

SECTION 4: That this resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 20th DAY OF MAY 2024.

_____

ATTEST: Kim Greaves, Mayor

_____

Diana Buchanan, Town Secretary

APPROVED AS TO FORM:

_____

L. Stanton Lowry, Town Attorney

EXHIBITS

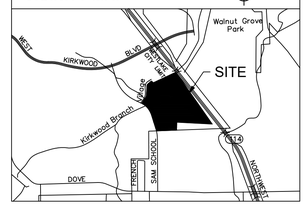
EXHIBIT A Preliminary Site Evaluation Exhibit

MATCHLINE - SHEET 2

NORTH

GRAPHIC SCALE IN FEET
60 0 30 60 120
1" = 60' @ 24X36

VICINITY MAP



NOTES:

1. The bearing system for this survey is based on the Texas Coordinate System of 1983, North Central Zone 4202 with an applied combined scale factor of 1.00012.
2. The elevations shown hereon are based on the North American Vertical Datum of 1988.
3. According to Map No. 48439C0085K, dated September 25, 2019 of the National Flood Insurance Program Map, Flood Insurance Rate Map of Tarrant County, Texas, Federal Emergency Management Agency, Federal Insurance Administration, a portion of this property is located within a special flood hazard area. If this site is not within an identified special flood hazard area, this flood statement does not imply that the property and/or the structures thereon will be free from flooding or flood damage. On rare occasions, greater floods can and will occur and flood heights may be increased by man-made or natural causes. This flood statement shall not create liability on the part of the surveyor.

LEGEND

ROOF DRAIN	MAIL BOX
CABLE TV BOX	SANITARY SEWER CLEAN OUT
CABLE TV HANDHOLE	SANITARY SEWER MANHOLE
CABLE TV MANHOLE	SANITARY SEWER MARKER FLAG
CABLE TV MARKER FLAG	SANITARY SEWER MARKER SIGN
CABLE TV MARKER SIGN	SANITARY SEWER SEPTIC TANK
CABLE TV VAULT	SANITARY SEWER VAULT
COMMUNICATIONS BOX	STORM SEWER BOX
COMMUNICATIONS HANDHOLE	STORM SEWER DRAIN
COMMUNICATIONS MANHOLE	STORM SEWER MANHOLE
COMMUNICATIONS MARKER FLAG	STORM SEWER VAULT
COMMUNICATIONS MARKER SIGN	TRAFFIC BARRIER
COMMUNICATIONS VAULT	TRAFFIC BOLLARD
ELEVATION BENCHMARK	TRAFFIC BOX
FIBER OPTIC BOX	CROSS WALK SIGNAL
FIBER OPTIC HANDHOLE	TRAFFIC HANDHOLE
FIBER OPTIC MANHOLE	TRAFFIC MANHOLE
FIBER OPTIC MARKER FLAG	TRAFFIC MARKER SIGN
FIBER OPTIC MARKER SIGN	TRAFFIC SIGNAL
FIBER OPTIC VAULT	TRAFFIC VAULT
MONITORING WELL	UNIDENTIFIED BOX
GAS HANDHOLE	UNIDENTIFIED HANDHOLE
GAS METER	UNIDENTIFIED METER
GAS MANHOLE	UNIDENTIFIED MANHOLE
GAS MARKER FLAG	UNIDENTIFIED MARKER FLAG
GAS SIGN	UNIDENTIFIED MARKER SIGN
GAS TANK	UNIDENTIFIED POLE
GAS VAULT	UNIDENTIFIED TANK
GAS VALVE	UNIDENTIFIED VAULT
TELEPHONE BOX	UNIDENTIFIED VALVE
TELEPHONE HANDHOLE	TREE
TELEPHONE MANHOLE	WATER BOX
TELEPHONE MARKER FLAG	FIRE DEPT. CONNECTION
TELEPHONE MARKER SIGN	WATER HAND HOLE
TELEPHONE VAULT	FIRE HYDRANT
PIPELINE MARKER SIGN	WATER METER
ELECTRIC BOX	WATER MANHOLE
FLOOD LIGHT	WATER MARKER FLAG
GUY ANCHOR	WATER MARKER SIGN
GUY ANCHOR POLE	WATER VAULT
ELECTRIC HANDHOLE	WATER VALVE
LIGHT STANDARD	AIR RELEASE VALVE
ELECTRIC METER	WATER WELL
ELECTRIC MANHOLE	5/8" IRON ROD W/ "KHA" CAP SET
ELECTRIC MARKER FLAG	IRON ROD WITH CAP FOUND
ELECTRIC MARKER SIGN	PK NAIL SET
UTILITY POLE	PK NAIL FOUND
ELECTRIC TRANSFORMER	IRON ROD FOUND
ELECTRIC VAULT	IRON PIPE FOUND
HANDICAPPED PARKING	ALUMINUM DISK FOUND
SIGN	"X" CUT IN CONCRETE SET
MARQUEE/BILLBOARD	"X" CUT IN CONCRETE FOUND
BORE LOCATION	POINT OF BEGINNING
FLAG POLE	POINT OF COMMENCING
GREASE TRAP	

LINE TYPE LEGEND

	BOUNDARY LINE
	ADJACENT PROPERTY LINE
	EXISTING EASEMENT LINE
	PROPOSED EASEMENT LINE

DEVELOPER:

OWNER:
SAGE WESTPARK, LTD
1520 Oliver Street
Houston, Texas 77007
Tel. No. _____
Contact: _____

SURVEYOR:
Josh D. Wargo
Kimley-Horn and Associates, Inc.
801 Cherry Street,
Unit 11, Suite 1300
Fort Worth, Texas 76102
Ph. 817-962-2193

PRELIMINARY PLAT
SOLANA HILLS
55 RESIDENTIAL LOTS
12 OPEN SPACE LOTS
32.8797 ACRES
W. MEDLIN SURVEY, ABSTRACT NO. 1958
C.M. THROOP SURVEY, ABSTRACT NO. 1510
T.W. MANN SURVEY, ABSTRACT NO. 1107
V.P. MARTIN SURVEY, ABSTRACT NO. 1015
J.B. MARTIN SURVEY, ABSTRACT NO. 1134
TOWN OF WESTLAKE, TARRANT COUNTY, TEXAS

SURVEYOR'S CERTIFICATION

I, Joshua D. Wargo, Registered Professional Land Surveyor, do hereby certify that the plat shown hereon accurately represents the property as determined by an on the ground survey, made under my supervision on February 20, 2024 and that all corners are shown hereon.

Joshua D. Wargo
Registered Professional Land Surveyor
No. 6391

PRELIMINARY
THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT

Kimley»Horn
801 Cherry Street, Unit 11, # 1300 Tel. No. (817) 335-6511
Fort Worth, Texas 76102 FIRM # 10194040 www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
1" = 60'	DMD	JDW	4/19/2024	061289723	1 OF 2

DWG NAME: \\KIMLEY-HORN\CN_FTW\FTW_SURVEY\061289723\4-NTOWN WESTLAKE\DWG\061289723-NTOWN WESTLAKE_PP.DWG PLOTTED BY: DRUMMOND, DASHAWN 4/19/2024 8:47 AM LAST SAVED: 4/19/2024 8:45 AM

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Kimley-Horn and Associates, Inc.
All rights reserved

LEGAL DESCRIPTION

BEING a 32.8797 acre (1,432,241 square foot) tract of land situated in the W. Medlin Survey, Abstract No. 1958, the Charles M. Throop Survey, Abstract No. 1510, the V.P. Martin Survey, Abstract No. 1015, the T.W. Mann Survey, Abstract No. 1107, and the James B. Martin Survey, Abstract No. 1134, Town of Westlake, Tarrant County, Texas, and being all of Lot 1R1-1, Westlake/Southlake Park Addition No. 1, an addition to the Town of Westlake according to the plat recorded in Instrument No. D216001903, Official Public Records, Tarrant County, Texas, and being more particularly described as follows:

BEGINNING at a 5/8-inch iron rod with cap stamped "HUITT ZOLLARS" found at the southwest corner of said Lot 1R1-1, and being in the east right-of-way line of Sam School Road, a variable width right-of-way;

THENCE North 19°31'57" West, along the said east right-of-way line, and along the west line of said Lot 1R1-1, a distance of 395.40 feet to a point for corner, being at the beginning of a tangent curve to the left with a radius of 595.00 feet, a central angle of 39°18'20", and a chord bearing and distance of North 39°11'07" West, 400.22 feet, from which a 5/8-inch iron rod with cap stamped "HUITT ZOLLARS" bears North 53°18'33" East, a distance of 0.35 feet;

THENCE in a northwesterly direction, continuing along the said east right-of-way line, and along the said west line, with said tangent curve to the left, an arc distance of 408.18 feet to an "+" cut found for corner at the westernmost northwest corner of said Lot 1R1-1, from which an "+" cut found for the southernmost corner of Lot 2R, Block 2, Westlake/Southlake Park Addition No. 1, an addition to the Town of Westlake according to the plat recorded in Cabinet A, Slide 283, Plat Records, Tarrant County, Texas, bears South 31°53'04" West, a distance of 10.98 feet;

THENCE along the north line of said Lot 1R1-1, the following twelve (12) calls:

North 31°53'04" East, departing the said east right-of-way line, a distance of 152.26 feet to a point for corner, being at the beginning of a tangent curve to the left with a radius of 142.50 feet, a central angle of 30°46'02", and a chord bearing and distance of North 16°30'03" East, 75.60 feet;

In a northerly direction, with said tangent curve to the left, an arc distance of 76.52 feet to a point for corner, from which an "+" cut found bears South 73°02'31" East, a distance of 0.24 feet;

North 01°07'02" East, a distance of 212.56 feet to an "+" cut found for corner, being at the beginning of a tangent curve to the right with a radius of 100.00 feet, a central angle of 27°51'20", and a chord bearing and distance of North 15°02'42" East, 48.14 feet;

In a northerly direction, with said tangent curve to the right, an arc distance of 48.62 feet to a point for corner;

North 62°54'59" East, a distance of 13.13 feet to a point for corner;

North 27°05'01" West, a distance of 7.46 feet to a point for corner, being at the beginning of a non-tangent curve to the right with a radius of 100.00 feet, a central angle of 15°16'49", and a chord bearing and distance of North 45°16'35" East, 26.59 feet, from which an "+" cut found bears South 11°27'29" East, a distance of 0.57 feet;

In a northeasterly direction, with said non-tangent curve to the right, an arc distance of 26.67 feet to a point for corner;

North 52°54'59" East, a distance of 33.19 feet to a point for corner;
North 62°57'58" East, a distance of 22.71 feet to a point for corner;
North 27°02'02" West, a distance of 12.00 feet to a point for corner;
North 62°57'58" East, a distance of 41.25 feet to a point for corner;
South 37°05'01" East, a distance of 55.59 feet to a point for corner;

North 62°54'59" East, a distance of 617.01 feet to a point for corner in the west right-of-way line of State Highway No. 114, a variable width right-of-way, and being at the northeast corner of said Lot 1R1-1;

THENCE along the said west right-of-way line, and along the east line of said Lot 1R1-1, the following three (3) calls:

South 37°05'01" East, a distance of 145.00 feet to a point for corner;

South 41°55'21" East, a distance of 106.37 feet to a point for corner, being at the north corner of a called 0.478 acre tract of land described in the Donation Deed to the State of Texas recorded in Volume 14056, Page 476, Deed Records, Tarrant County, Texas;

South 37°04'30" East, along the west line of the said called 0.478 acre tract, a distance of 1,325.12 feet to a point for corner, being the easternmost southeast corner of said Lot 1R1-1;

THENCE along the south line of said Lot 1R1-1, the following three (3) calls:

North 89°02'26" West, departing the said west right-of-way line, a distance of 880.83 feet to a point for corner;
South 00°14'38" East, a distance of 197.59 feet to a point for corner;
South 85°49'29" West, a distance of 500.35 feet to the **POINT OF BEGINNING** and containing 1,432,241 square feet or 32.8797 acres of land, more or less.

OWNER DEDICATION

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT **SAGE WESTPARK, LTD** DO HEREBY ADOPT THIS PLAT, DESIGNATING THE HEREIN ABOVE DESCRIBED PROPERTY AS INTOWN WESTLAKE, AN ADDITION TO THE TOWN OF WESTLAKE, TARRANT COUNTY, TEXAS. THE EASEMENTS THEREON ARE HEREBY RESERVED FOR THE PURPOSES INDICATED. THE UTILITY AND FIRE LANE EASEMENTS SHALL BE HELD IN TRUST FOR THE PUBLIC BY THE TOWN, AND AS APPLICABLE, OPEN TO FIRE AND POLICE UNITS, GARBAGE AND RUBBISH COLLECTION AGENCIES AND THE PUBLIC AND PRIVATE UTILITIES SPECIFICALLY APPROVED BY THE TOWN OF WESTLAKE FOR THE USE OF A PARTICULAR EASEMENT OR THE PUBLIC. THE MAINTENANCE OF PAVING OR ANY OTHER SURFACE ON THE UTILITY AND FIRE LANE EASEMENTS IS THE SOLE RESPONSIBILITY OF THE PROPERTY OWNER. NO BUILDINGS, FENCES, TREES, SHRUBS OR OTHER IMPROVEMENTS OR GROWTHS SHALL BE CONSTRUCTED, RECONSTRUCTED OR PLACED UPON, OVER OR ACROSS THE EASEMENTS AS SHOWN. SAID EASEMENTS BEING HEREBY RESERVED FOR MUTUAL USE AND ACCOMMODATION OF ALL PUBLIC UTILITIES SPECIFICALLY APPROVED BY THE TOWN OF WESTLAKE. ANY PUBLIC UTILITY SPECIFICALLY APPROVED BY THE TOWN OF WESTLAKE TO USE A PARTICULAR EASEMENT SHALL HAVE THE RIGHT TO REMOVE AND KEEP REMOVED ALL OR PART OF ANY BUILDINGS, FENCES, TREES, SHRUBS OR OTHER IMPROVEMENTS OR GROWTHS WITHIN THE EASEMENT OR RIGHT-OF-WAY WHICH IN ANY WAY MAY ENDANGER OR INTERFERE WITH THE CONSTRUCTION, MAINTENANCE, OR EFFICIENCY OF ITS SYSTEM ON THE EASEMENT AND THAT PUBLIC UTILITY SHALL AT ALL TIMES HAVE FULL RIGHT OF INGRESS AND EGRESS TO OR FROM AND UPON THE EASEMENT FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, INSPECTING, PATROLLING, MAINTAINING AND ADDING TO OR REMOVING ALL OR PART OF ITS SYSTEM, SUBJECT TO COMPLYING WITH ALL ORDINANCES, RULES, REGULATIONS AND RESOLUTIONS OF THE TOWN OF WESTLAKE, TEXAS. THE TOWN OF WESTLAKE, TEXAS, AND THE PUBLIC UTILITY SHALL HAVE THE RIGHT OF INGRESS AND EGRESS TO PRIVATE PROPERTY FOR THE PURPOSE OF READING METERS, MAINTENANCE AND SERVICE REQUIRED OR ORDINARILY PERFORMED BY THAT UTILITY.

WATER MAIN AND WASTEWATER EASEMENTS SHALL ALSO INCLUDE ADDITIONAL AREA OF WORKING SPACE FOR CONSTRUCTION AND MAINTENANCE OF THE SYSTEMS. ADDITIONAL AREA IS ALSO CONVEYED FOR INSTALLATION AND MAINTENANCE OF MANHOLES, CLEANOUTS, FIRE HYDRANTS, WATER SERVICES AND WASTEWATER SERVICES FROM THE MAIN TO THE CURB OR PAVEMENT LINE. DESCRIPTION OF THESE ADDITIONAL EASEMENTS HEREIN GRANTED SHALL BE DETERMINED BY THEIR LOCATION AS INSTALLED.

THIS PLAT IS APPROVED SUBJECT TO ALL PLATTING ORDINANCES, RULES, REGULATIONS AND RESOLUTIONS OF THE TOWN OF WESTLAKE, TEXAS.

WITNESS MY HAND THIS THE _____ DAY OF _____, ___.

By: SAGE WESTPARK, LTD, a Texas limited liability company

By: _____
Signature

_____
Printed Name

_____
Title

STATE OF _____ §

COUNTY OF _____ §

BEFORE ME, the undersigned authority, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instruments, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

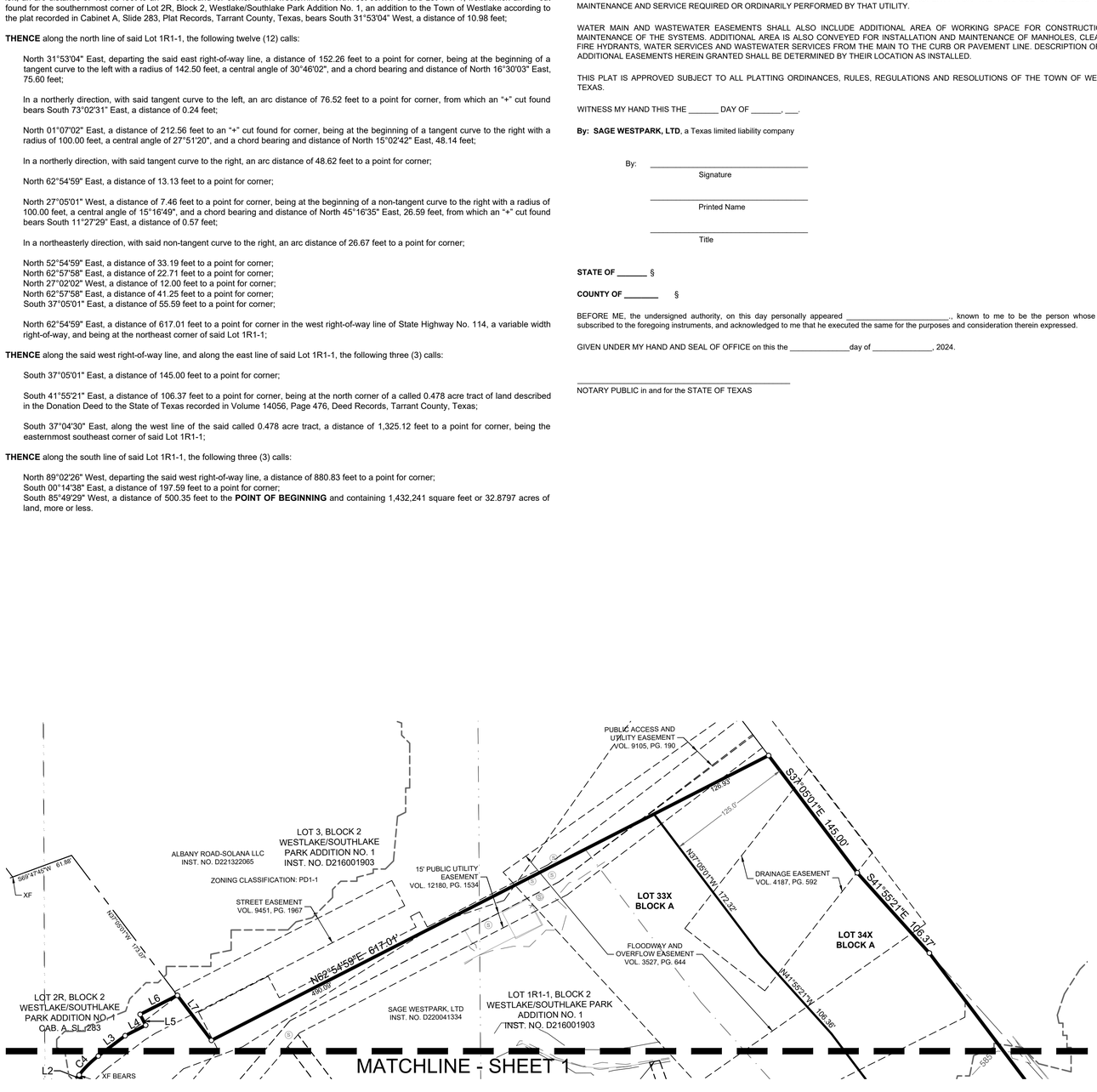
GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the _____day of _____, 2024.

_____
NOTARY PUBLIC in and for the STATE OF TEXAS

LINE TABLE			LINE TABLE		
NO.	BEARING	LENGTH	NO.	BEARING	LENGTH
L1	N62°54'59"E	13.13'	L30	N08°02'02"E	28.27'
L2	N27°05'01"W	7.46'	L31	N45°06'20"E	22.57'
L3	N52°54'59"E	33.19'	L32	N21°53'23"E	14.24'
L4	N62°57'58"E	22.71'	L33	N39°51'16"E	10.02'
L5	N27°02'02"W	12.00'	L34	N75°46'10"E	12.68'
L6	N62°57'58"E	41.25'	L35	N54°00'13"E	54.41'
L7	S37°05'01"E	55.59'	L36	N00°00'04"E	35.96'
L8	S22°32'29"E	22.96'	L37	N71°08'32"E	10.88'
L9	N89°02'26"W	5.00'	L38	N44°59'38"E	62.25'
L10	N00°57'34"E	23.50'	L39	N56°21'05"E	27.60'
L11	N22°32'29"W	32.28'	L40	N10°06'06"E	25.30'
L12	S89°02'26"E	1.50'	L41	N20°23'42"E	33.20'
L13	S00°57'35"W	5.00'	L42	S89°57'18"E	35.99'
L14	S37°04'30"E	5.00'	L43	N26°35'36"E	17.92'
L15	S52°55'30"W	14.50'	L44	N76°03'32"E	16.48'
L16	N71°00'39"E	24.61'	L45	N54°31'26"E	34.40'
L17	N11°00'39"E	32.18'	L46	S84°17'19"E	40.21'
L18	N11°00'39"E	42.46'	L47	N84°47'22"E	44.18'
L19	N65°02'39"E	17.26'	L48	N21°40'59"E	20.57'
L20	S89°02'26"E	14.57'	L49	N76°57'44"E	10.07'
L21	N89°02'26"W	33.31'	L50	N81°58'24"E	18.77'
L22	S52°55'30"W	15.69'	L51	N61°22'23"E	50.13'
L23	N44°57'03"E	16.90'	L52	N45°06'38"E	17.00'
L24	N40°37'42"E	36.88'	L53	N35°56'46"E	54.37'
L25	N56°25'45"E	28.89'	L54	S60°16'06"E	32.26'
L26	N34°52'39"E	48.75'	L55	N79°41'19"E	44.74'
L27	N00°08'06"E	23.97'	L56	N46°21'11"E	13.83'
L28	N44°55'29"E	45.28'	L57	S31°53'04"W	10.98'
L29	N38°46'57"E	25.63'			

CURVE TABLE					
NO.	DELTA	RADIUS	LENGTH	CHORD BEARING	CHORD
C1	39°18'20"	595.00'	408.18'	N39°11'07"W	400.22'
C2	30°46'02"	142.50'	76.52'	N16°30'03"E	75.60'
C3	27°51'20"	100.00'	48.62'	N15°02'42"E	48.14'
C4	15°16'49"	100.00'	26.67'	N45°16'35"E	26.59'
C5	30°00'00"	25.00'	13.09'	N86°00'39"E	12.94'
C6	50°00'00"	65.00'	56.72'	N76°00'39"E	54.94'
C7	16°26'52"	25.00'	7.18'	N59°14'05"E	7.15'
C8	90°00'00"	25.00'	39.27'	S67°32'29"E	35.36'
C9	66°29'56"	65.00'	75.44'	S55°47'27"E	71.28'
C10	104°32'00"	25.00'	45.61'	N74°48'29"W	39.54'
C11	92°24'52"	135.00'	217.75'	N68°44'55"W	194.90'
C12	21°38'44"	105.00'	39.67'	S54°13'17"W	39.43'
C13	56°41'05"	135.00'	133.56'	S09°21'11"W	128.18'
C14	90°00'00"	25.00'	39.27'	S26°00'39"W	35.36'
C15	60°00'00"	25.00'	26.18'	N48°59'21"W	25.00'
C16	50°00'00"	25.00'	21.82'	S76°00'39"W	21.13'
C17	16°26'52"	65.00'	18.66'	S59°14'05"W	18.60'
C18	90°00'00"	25.00'	39.27'	S22°27'31"W	35.36'
C19	92°24'52"	95.00'	153.23'	S68°44'55"E	137.15'
C20	21°38'44"	65.00'	24.56'	N54°13'17"E	24.41'
C21	56°41'05"	95.00'	93.99'	N09°21'11"E	90.20'
C22	66°29'56"	25.00'	29.02'	N55°47'27"W	27.41'
C23	90°00'00"	30.00'	47.12'	S45°57'34"W	42.43'
C24	38°02'05"	30.00'	19.91'	S18°03'27"E	19.55'
C25	90°00'00"	30.00'	47.12'	S82°04'30"E	42.43'
C26	75°28'00"	25.00'	32.93'	N15°11'31"E	30.60'

LOT TABLE			LOT TABLE			LOT TABLE			LOT TABLE		
LOT NO.	ACRES	SQ. FT.	LOT NO.	ACRES	SQ. FT.	LOT NO.	ACRES	SQ. FT.	LOT NO.	ACRES	SQ. FT.
BLOCK A, LOT 1X	0.261	11,353	BLOCK B, LOT 1X	0.629	27,385	BLOCK C, LOT 1	0.298	12,961	BLOCK D, LOT 1X	2.876	125,288
BLOCK A, LOT 2	0.351	15,311	BLOCK B, LOT 2	0.098	4,251	BLOCK C, LOT 2	0.355	15,477			
BLOCK A, LOT 3	0.461	20,097	BLOCK B, LOT 3	0.131	5,705	BLOCK C, LOT 3X	0.082	3,568			
BLOCK A, LOT 4	0.404	17,586	BLOCK B, LOT 4	0.105	4,586	BLOCK C, LOT 4	0.401	17,457			
BLOCK A, LOT 5	0.508	22,110	BLOCK B, LOT 5	0.077	3,333	BLOCK C, LOT 5	0.320	13,950			
BLOCK A, LOT 6	0.558	24,294	BLOCK B, LOT 6	0.088	3,838	BLOCK C, LOT 6	0.375	16,320			
BLOCK A, LOT 7	0.296	12,875	BLOCK B, LOT 7	0.077	3,333	BLOCK C, LOT 7	0.357	15,552			
BLOCK A, LOT 8	0.362	15,760	BLOCK B, LOT 8	0.088	3,838	BLOCK C, LOT 8	0.395	17,203			
BLOCK A, LOT 9	0.344	15,002	BLOCK B, LOT 9	0.077	3,333	BLOCK C, LOT 9	0.392	17,058			
BLOCK A, LOT 10	0.229	9,972	BLOCK B, LOT 10	0.088	3,838	BLOCK C, LOT 10	0.395	17,208			
BLOCK A, LOT 11	0.224	9,750	BLOCK B, LOT 11	0.077	3,333	BLOCK C, LOT 11	0.134	5,835			
BLOCK A, LOT 12	0.281	12,225	BLOCK B, LOT 12	0.098	4,251	BLOCK C, LOT 12	0.119	5,175			
BLOCK A, LOT 13	0.384	16,732				BLOCK C, LOT 13	0.140	6,095			
BLOCK A, LOT 14	0.491	21,373				BLOCK C, LOT 14	0.119	5,175			
BLOCK A, LOT 15X	0.160	6,959				BLOCK C, LOT 15	0.140	6,095			
BLOCK A, LOT 16	0.307	13,376				BLOCK C, LOT 16	0.135	5,865			
BLOCK A, LOT 17	0.314	13,693				BLOCK C, LOT 17	0.161	7,002			
BLOCK A, LOT 18	0.496	21,596				BLOCK C, LOT 18	0.160	6,980			
BLOCK A, LOT 19	0.357	15,537				BLOCK C, LOT 19	0.496	21,621			
BLOCK A, LOT 20X	0.033	1,431				BLOCK C, LOT 20X	0.223	9,722			
BLOCK A, LOT 21	0.343	14,954									
BLOCK A, LOT 22	0.320	13,937									
BLOCK A, LOT 23X	0.067	2,903									
BLOCK A, LOT 24	0.272	11,870									
BLOCK A, LOT 25	0.310	13,484									
BLOCK A, LOT 26X	0.035	1,513									
BLOCK A, LOT 27	0.294	12,828									
BLOCK A, LOT 28	0.296	12,905									
BLOCK A, LOT 29	0.319	13,898									
BLOCK A, LOT 30	0.260	11,304									
BLOCK A, LOT 31	0.239	10,396									
BLOCK A, LOT 32X	0.789	34,356									
BLOCK A, LOT 33X	8.400	365,903									
BLOCK A, LOT 34X	4.415	192,326									



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SURVEYOR'S CERTIFICATION

I, Joshua D. Wargo, Registered Professional Land Surveyor, do hereby certify that the plat shown hereon accurately represents the property as determined by an on the ground survey, made under my supervision on February 20, 2024 and that all corners are shown hereon.

_____
Joshua D. Wargo
Registered Professional Land Surveyor
No. 6391

PRELIMINARY
THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT

APPROVED BY THE TOWN OF WESTLAKE PLANNING AND ZONING COMMISSION:

_____ _____
Chairman Date

_____ _____
Secretary Date

APPROVED BY THE TOWN OF WESTLAKE, TEXAS,
on the _____ day of _____ 20_____.

_____ _____
Town Secretary Date

_____ _____
Presiding Officer Date

DEVELOPER:

OWNER:
SAGE WESTPARK, LTD
1520 Oliver Street
Houston, Texas 77007
Tel. No. _____
Contact: _____

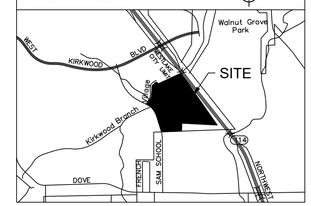
SURVEYOR:
Josh D. Wargo
Kimley-Horn and Associates, Inc.
801 Cherry Street,
Unit 11, Suite 1300
Fort Worth, Texas 76102
Ph. 817-962-2193

NORTH

GRAPHIC SCALE IN FEET
60 0 30 60 120
1" = 60' @ 24X36

VICINITY MAP

N.T.S.



LEGEND

ROOF DRAIN		MAIL BOX	
CABLE TV BOX		SANITARY SEWER CLEAN OUT	
CABLE TV HANDHOLE		SANITARY SEWER MANHOLE	
CABLE TV MANHOLE		SANITARY SEWER MARKER FLAG	
CABLE TV MARKER FLAG		SANITARY SEWER MARKER SIGN	
CABLE TV MARKER SIGN		SANITARY SEWER SEPTIC TANK	
CABLE TV VAULT		SANITARY SEWER VAULT	
COMMUNICATIONS BOX		STORM SEWER BOX	
COMMUNICATIONS HANDHOLE		STORM SEWER DRAIN	
COMMUNICATIONS MANHOLE		STORM SEWER MANHOLE	
COMMUNICATIONS MARKER FLAG		STORM SEWER VAULT	
COMMUNICATIONS MARKER SIGN		TRAFFIC BARRIER	
COMMUNICATIONS VAULT		TRAFFIC BOLLARD	
ELEVATION BENCHMARK		TRAFFIC BOX	
FIBER OPTIC BOX		CROSS WALK SIGNAL	
FIBER OPTIC HANDHOLE		TRAFFIC HANDHOLE	
FIBER OPTIC MANHOLE		TRAFFIC MANHOLE	
FIBER OPTIC MARKER FLAG		TRAFFIC MARKER SIGN	
FIBER OPTIC MARKER SIGN		TRAFFIC SIGNAL	
FIBER OPTIC VAULT		TRAFFIC VAULT	
MONITORING WELL		UNIDENTIFIED BOX	
GAS HANDHOLE		UNIDENTIFIED HANDHOLE	
GAS METER		UNIDENTIFIED METER	
GAS MANHOLE		UNIDENTIFIED MANHOLE	
GAS MARKER FLAG		UNIDENTIFIED MARKER FLAG	
GAS SIGN		UNIDENTIFIED MARKER SIGN	
GAS TANK		UNIDENTIFIED POLE	
GAS VAULT		UNIDENTIFIED TANK	
GAS VALVE		UNIDENTIFIED VAULT	
TELEPHONE BOX		UNIDENTIFIED VALVE	
TELEPHONE HANDHOLE		TREE	
TELEPHONE MANHOLE		WATER BOX	
TELEPHONE MARKER FLAG		FIRE DEPT. CONNECTION	
TELEPHONE MARKER SIGN		WATER HAND HOLE	
TELEPHONE VAULT		FIRE HYDRANT	
PIPELINE MARKER SIGN		WATER METER	
ELECTRIC BOX		WATER MANHOLE	
FLOOD LIGHT		WATER MARKER FLAG	
GUY ANCHOR		WATER MARKER SIGN	
GUY ANCHOR POLE		WATER VAULT	
ELECTRIC HANDHOLE		WATER VALVE	
LIGHT STANDARD		AIR RELEASE VALVE	
ELECTRIC METER		WATER WELL	
ELECTRIC MANHOLE	#5SC	5/8" IRON ROD W/ "KHA" CAP SET	
ELECTRIC MARKER FLAG	#5FC	IRON ROD WITH CAP FOUND	
ELECTRIC MARKER SIGN	PKS	PK NAIL SET	
UTILITY POLE	PKF	PK NAIL FOUND	
ELECTRIC TRANSFORMER	#5F	IRON ROD FOUND	
ELECTRIC VAULT	IPF	IRON PIPE FOUND	
HANDICAPPED PARKING	ADF	ALUMINUM DISK FOUND	
SIGN	XS	"X" CUT IN CONCRETE SET	
MARQUEE/BILLBOARD	XF	"X" CUT IN CONCRETE FOUND	
BORE LOCATION	P.O.B.	POINT OF BEGINNING	
FLAG POLE	P.O.C.	POINT OF COMMENCING	
GREASE TRAP			

LINE TYPE LEGEND

	BOUNDARY LINE
	ADJACENT PROPERTY LINE
	EXISTING EASEMENT LINE
	PROPOSED EASEMENT LINE

PRELIMINARY PLAT
SOLANA HILLS
55 RESIDENTIAL LOTS
12 OPEN SPACE LOTS
32.8797 ACRES
W. MEDLIN SURVEY, ABSTRACT NO. 1958
C.M. THROOP SURVEY, ABSTRACT NO. 1510
T.W. MANN SURVEY, ABSTRACT NO. 1107
V.P. MARTIN SURVEY, ABSTRACT NO. 1015
J.B. MARTIN SURVEY, ABSTRACT NO. 1134
TOWN OF WESTLAKE, TARRANT COUNTY, TEXAS

Kimley»Horn
801 Cherry Street, Unit 11, # 1300
Fort Worth, Texas 76102
Tel. No. (817) 335-6511
FIRM # 10194040
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
1" = 60'	DMD	JDW	4/19/2024	061289723	2 OF 2

DWG NAME: \\KHLEY-HORNCN_FTW\FTW_SURVEY\061289723-INTOWN WESTLAKE\DWG\061289723-INTOWN WESTLAKE_PP.DWG PLOTTED BY DRUMMOND, DASHAWN 4/19/2024 8:47 AM LAST SAVED 4/19/2024 8:45 AM

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

File #: ORD-997 **Agenda Date:** 5/20/2024 **Agenda #:** I.2.

TOWN STAFF REPORT RECOMMENDATIONS

Conduct a public hearing and consider adopting Ordinance 997, approving amendments to Ordinance 720, as amended (which includes the development plan for the PD1-2 [Westlake Entrada] zoning district). The Westlake Entrada development includes 109.12 acres generally located east of Davis Blvd., south of State Highway 114, and north of Solana Blvd.; and take appropriate action (Wade Carroll, Town Manager)

STAFF: Wade Carroll, Town Manager

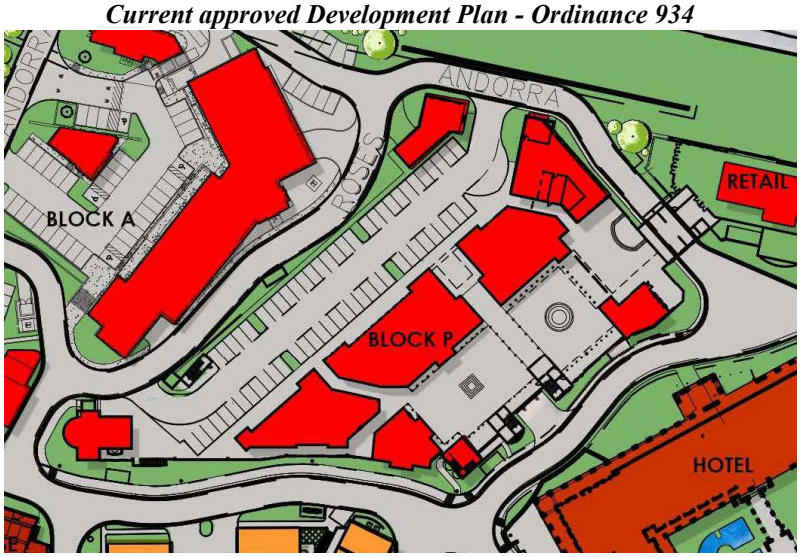
EXECUTIVE SUMMARY

The developer, M2 Concepts, on behalf of the property owner, MRW Investors LLC, is requesting to amend the current Entrada development plan to allow for residential and commercial uses on Block P, which is located between the existing Aragon parking garage and the retail corner. More specifically, the developer proposes a total of 18 single family residential units and two lots reserved for future office development.

EXISTING CONDITIONS AND HISTORY OF PROPERTY

The subject property contains 2.32 acres and is located on Block P, Westlake Entrada Addition. The property is currently undeveloped. The original Entrada development plan (Ordinance 720) shows general commercial/residential uses on the subject property. In 2020 a site plan was approved (Ordinance 909) allowing for a private sporting club and retail uses. In 2021 the development plan was amended (Ordinance 934) to conform to the 2020 approved site plan. The site plan approved in 2020 has since expired due to non-development but the development plan for the subject property remains unchanged from the 2021 approved configuration.

Current approved Development Plan - Ordinance 934



ENTRADA ZONING AND HISTORY

As a planned development district governing a mixed-use development, the Entrada development contains a somewhat complex regulatory structure that includes multiple zoning amendments, development plan amendments, design guideline requirements, site

plan approvals and development agreements and amendments, some of which are described as follows:

Entrada Zoning Regulations - includes approved land uses, setback requirements, general development procedures and standards.

Entrada Development Plan - serves as the master land use and spatial plan for the development. Should be consistent with the public improvement district (PID) service area plan and vice-versa. The original development plan for Entrada was approved by Ordinance 720, and was subsequently amended by Ordinances 830, 918, 934 and 959. The purpose of the development plan is to serve as the guiding master plan for the development while also serving as the regulatory control plan for the entire development. The Entrada zoning regulations also require the site plans to be consistent with the approved development plan. Unlike a concept plan, the development plan is scaled, contains more detail such as exact roadway locations and lot boundaries, and serves to act as a high-level site plan for the entire development.

Entrada Site Plans - these plans are highly detailed and are meant to demonstrate compliance with relevant regulatory requirements. Site plans may or may not require Commission and Town Council approval depending on the degree of deviation between the site plan proposal and the regulatory requirements.

Entrada Design Guidelines - The design guidelines contain the specific architectural requirements for all development in Entrada including building style, material and articulation elements for buildings and signage.

PROPOSED REQUEST

The developer proposes a mix of office and detached single family residential uses. The office uses would be on opposite sides of the block. 12 of the single family lots would be larger style lots with detached homes while six would be smaller with minimal building separation according to the development plan exhibit. 28 parking spaces are shown on the plan, which would include a mix of guest and business parking spaces.

All roadways are required to be public and maintained by the property owner's association.

The purpose of the development plan is to show the overall massing, unit count and mix, and layout of the development. Exact lot configurations, floor area calculations, parking, landscaping and open space, and architectural details will be provided upon submission of the site plan application. No development waivers are proposed as part of the request.

PUBLIC IMPROVEMENT DISTRICT (PID) ANALYSIS

The Entrada PID Service and Assessment Plan (SAP) currently shows 117,000 square feet of commercial office space on Block P. If approved, the PID SAP would require amending to conform to the proposed development plan reduction in office space and the addition of 18 residential units. It's important to note that the PID SAP was never updated to account for the amended development plan approved on the subject property in 2021.

The Town PID administrator has reviewed the proposed request and has no comments.

NEXT STEPS IN THE DEVELOPMENT PROCESS

The following are the steps in the development process from approval to construction:

1. Approval of development plan amendment (legislative)
2. Approval of site plan (administrative only)
3. Approval of civil construction plans for residential development (administrative only)
4. Approval of replat (legislative)

5. Construction of public improvements for residential development; building permits for commercial construction (administrative only)

6. Acceptance of public improvements; building permits for residential construction (administrative only)

SUMMARY AND RECOMMENDATION

The development plan involves a request to amend the development for the subject property to allow for 18 single family residential units and office uses. Staff recommends approval subject to compliance with all existing Entrada regulations and the PID SAP being amended to conform to the amended development plan.

PLANNING AND ZONING COMMISSION RECOMMENDATION

On May 7, 2024, the Planning and Zoning Commission voted to recommend approval of the request by a (5-0) vote subject to the following conditions:

- Only the commercial portions of the proposed Block P development plan amendment be approved, with the proposed mixed-use [residential] portions of Block P not approved at this time pending consideration as part of a review of entire Entrada development plan as proposed by the Entrada developer.

This condition is included in Ordinance 997 with additional clarifying language as follows:

A. Only the commercial portions of Exhibit "A" are approved as part of this amendment.

B. All residential areas shown on Exhibit "A" are not approved by this Ordinance and shall remain commercial.

C. Any future requests to amend the Block P development plan to allow for residential uses shall be done in the context of the entire Entrada development plan and may only be amended as such.

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to approve
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table
4) Motion to deny

Links to pertinent legislative history

1. Ordinance 703 - Entrada zoning regulations
<https://laserfiche.westlake-tx.org/WebLink/DocView.aspx?id=25080&dbid=0&repo=WESTLAKE>

2. Ordinance 934 - Current approved Entrada Development Plan for subject property
<https://laserfiche.westlake-tx.org/WebLink/DocView.aspx?id=464323&dbid=0&repo=WESTLAKE>

3. Other Entrada information:
   <https://www.westlake-tx.org/555/Entrada>

Attachments

1. Location Map
2. Proposed Development Plan Amendment Exhibit
3. Other Development Exhibits Provided by Developer
4. Ordinance 997
5. Ordinance 997 - Exhibit A (Development Plan Amendment)

Entrada—Block P Location Map



Proposed Block P Development Plan Amendment Exhibit





1 ARCHITECTURAL SITE PLAN – PART OF LOT 2, BLOCK P – RESIDENTIAL

SCALE: 1/32" = 1'-0"

0.53 ACRES (PREVIOUSLY 0.44 ACRES)

NORTHERN - PART OF LOT 2 - SQUARE FOOTAGE		
LOT NAME	LOT SF	ACRES
LOT 1	2,484	0.057
LOT 2	1,918	0.044
LOT 3	3,024	0.069
LOT 4	1,650	0.038
LOT 5	2,349	0.054
LOT 6	2,372	0.054
TOTAL LOT SF	13,797	0.317
TOTAL LOTS	6	
TOTAL ACERAGE	0.47	

REFER TO ENTRADA DESIGN GUIDELINES (ORDINANCE 760) FOR DETAILED DESIGN INFORMATION

COPYRIGHT, MIDTOWN ARCHITECTS, LLC. - 2024

THESE PLANS ARE INTENDED TO PROVIDE THE BASIC CONSTRUCTION INFORMATION NECESSARY TO SUBSTANTIALLY COMPLETE THIS STRUCTURE. THESE PLANS MUST BE VERIFIED AND CHECKED BY THE BUILDER OR THE PERSON IN AUTHORITY OF THIS PROJECT. ANY DISCREPANCY, ERROR, AND/OR OMISSION, IF FOUND, IS TO BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE DESIGNER. BEFORE ANY CONSTRUCTION IS COMMENCED OR PURCHASES MADE, IT IS RECOMMENDED THAT THE OWNER OR BUILDER OBTAIN COMPLETE ENGINEERING SERVICES, FOUNDATION, HVAC, AND STRUCTURAL, BEFORE BEGINNING CONSTRUCTION OF ANY KIND. NOTE: ALL FEDERAL, STATE, AND LOCAL CODES, ORDINANCES, AND RESTRICTIONS TAKE PRECEDENCE OVER ANY PART OF THESE PLANS WHICH MAY CONFLICT WITH SAME, AND MUST BE STRICTLY OBEYED AND FOLLOWED BEFORE AND DURING CONSTRUCTION. THESE PLANS ARE COPYRIGHTED AND ARE SUBJECT TO COPYRIGHT PROTECTION AS AN "ARCHITECTURAL WORK" UNDER SEC. 102 OF THE COPYRIGHT ACT, 17 U.S.O. AS AMENDED DECEMBER 1990 AND KNOWN AS ARCHITECTURAL WORKS COPYRIGHT PROTECTION ACT OF 1990. THE PROTECTION INCLUDES BUT IS NOT LIMITED TO THE OVERALL FORM AS WELL AS THE ARRANGEMENT AND COMPOSITION OF SPACES AND ELEMENTS OF THE DESIGN. UNDER SUCH PROTECTION, UNAUTHORIZED USE OF THESE PLANS, WORK OR HOME REPRESENTED, CAN LEGALLY RESULT IN THE CESSATION OF CONSTRUCTION OR BUILDINGS BEING SEIZED AND/ OR MONETARY COMPENSATION TO MIDTOWN ARCHITECTS, LLC.

ENTRADA WESTLAKE
BLOCK P CONCEPT SITE PLAN

ENTRADA, WESTLAKE TEXAS

MIDTOWN ARCHITECTS

1801 WITTINGTON PLACE,
SUITE 120
FARMERS BRANCH, TX 75234
PHONE: 214-396-5573

DATE:
03/25/2024

SD-2
CONCEPT
SITE PLAN

SOUTHERN - PART OF LOT 2 - SQUARE FOOTAGE		
LOT NAME	LOT SF	ACRES
LOT 1	4,191	0.096
LOT 2	3,504	0.080
LOT 3	3,520	0.081
LOT 4	3,565	0.082
LOT 5	2,719	0.062
LOT 6	3,523	0.081
LOT 7	2,556	0.059
LOT 8	3,548	0.081
LOT 9	2,707	0.062
LOT 10	3,164	0.073
LOT 11	3,010	0.069
LOT 12	3,131	0.072
TOTAL LOT SF	39,138	0.898
TOTAL LOTS	12	
TOTAL ACERAGE	1.35	



REFER TO ENTRADA DESIGN GUIDELINES (ORDINANCE 760) FOR DETAILED DESIGN INFORMATION

1 ARCHITECTURAL SITE PLAN – PART OF LOT 2, BLOCK P – RESIDENTIAL
SCALE: 1/32" = 1'-0" 1.35 ACRES

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ENTRADA WESTLAKE
BLOCK P CONCEPT SITE PLAN

ENTRADA, WESTLAKE TEXAS

MIDTOWN ARCHITECTS
1801 WITTINGTON PLACE,
SUITE 120
FARMERS BRANCH, TX 75234
PHONE: 214-396-5573

DATE:
03/25/2024

SD-3
CONCEPT
SITE PLAN

EASTERN - PART OF LOT 2 - SQUARE FOOTAGE		
LOT AREA:	0.390 ACRES	
TOTAL SQUARE FEET:	16,988 S.F.	
TOTAL PERVIOUS COVERAGE:	2,991 S.F	
TOTAL IMPERVIOUS COVERAGE:	13,997 S.F.	
PERCENTAGE OF PERVIOUS (GREENSPACE):		36%
TOTAL BUILDING AREA:		7,930
BUILDING HEIGHT:		38'-4"

BUILDING SQUARE FOOTAGE:			
BUILDING LEVEL	LEASABLE S.F.	TOTAL S.F. (NET A/C)	TOTAL S.F. (GROSS)
LEVEL 1	3,018	3,855	3,980
LEVEL 2	3,136	3,859	3,950
TOTAL S.F.	6,154	7,714	7,930

PARKING REQUIREMENTS: OFFICE (FACTOR OF 300)	TOTAL REQUIRED	TOTAL PROVIDED
PARKING:	19	12
ADA	2	2
TOTAL PARKING:	21	14
SHARED PARKING (@ PARKING GARAGE):	7	



1 ARCHITECTURAL SITE PLAN – PART OF LOT 2, BLOCK P – COMMERCIAL
SCALE: 1/32" = 1'-0" 0.32 ACRES

REFER TO ENTRADA DESIGN GUIDELINES (ORDINANCE 760) FOR DETAILED DESIGN INFORMATION

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ENTRADA WESTLAKE
BLOCK P CONCEPT SITE PLAN

ENTRADA, WESTLAKE TEXAS

MIDTOWN ARCHITECTS
1801 WITTINGTON PLACE,
SUITE 120
FARMERS BRANCH, TX 75234
PHONE: 214-396-5573

DATE:
03/25/2024

SD-4
CONCEPT SITE PLAN



1 FRONT ELEVATION – NORTH – ANDORRA DRIVE
SCALE: 3/32" = 1'-0"

REFER TO ENTRADA DESIGN GUIDELINES (ORDINANCE 760) FOR DETAILED DESIGN INFORMATION

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ENTRADA OFFICE BUILDING
LOT 2, BLOCK P

ENTRADA, WESTLAKE TEXAS

MIDTOWN ARCHITECTS
1801 WITTINGTON PLACE,
SUITE 120
FARMERS BRANCH, TX 75234
PHONE: 214-396-5573

DATE:
03/25/24

SD-4
FRONT ELEVATION



1 SIDE ELEVATION – SOUTH – ANDORRA DRIVE
SCALE: 3/32" = 1'-0"

REFER TO ENTRADA DESIGN GUIDELINES (ORDINANCE 760) FOR DETAILED DESIGN INFORMATION

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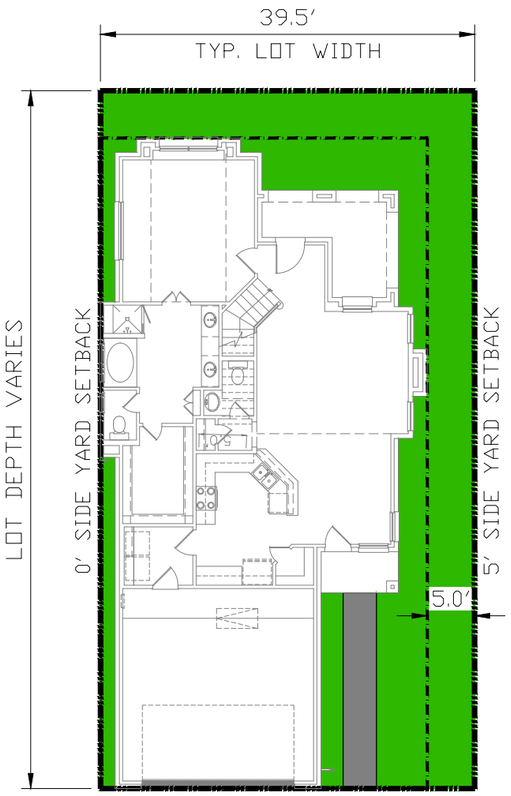
ENTRADA OFFICE BUILDING
LOT 2, BLOCK P

ENTRADA, WESTLAKE TEXAS

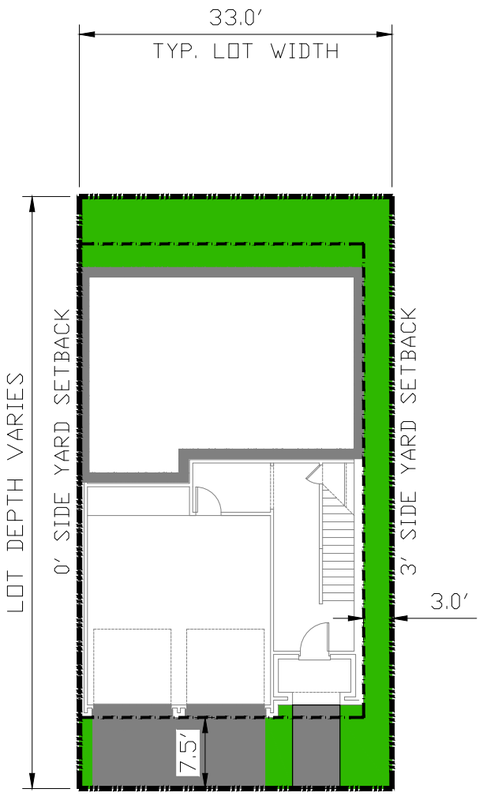
MIDTOWN ARCHITECTS
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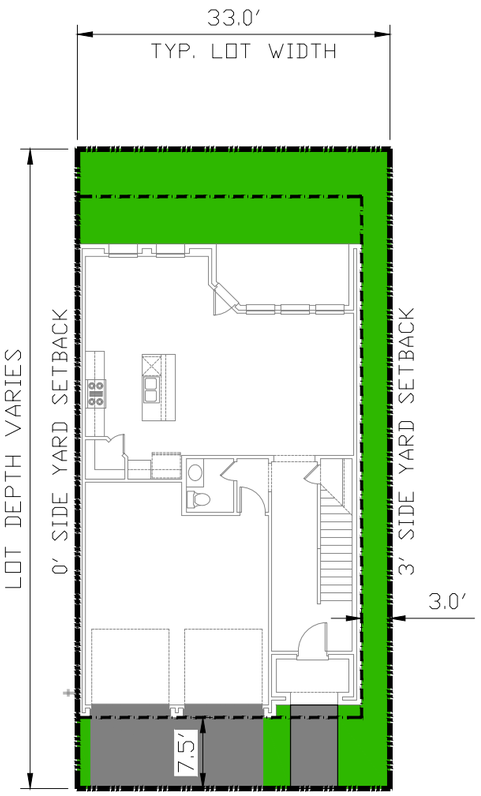
SD-4-1
SIDE ELEVATION



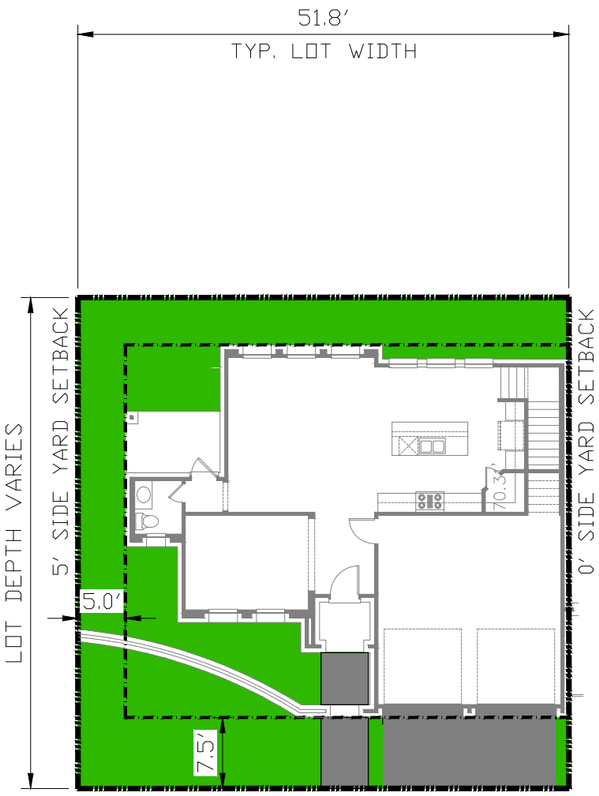
UNIT A1
(2-STORY VILLA)
~3,700 S.F.



UNIT B1
(DAY-LIGHT BASEMENT,
2-STORY VILLA)
~2,826 S.F.



UNIT C1
(2-STORY VILLA)
~2,976 S.F.



UNIT D1
(2-STORY VILLA)
~2,926 S.F.

1 TYPICAL LOT LAYOUT
SCALE: 1/16" = 1'-0"

REFER TO ENTRADA DESIGN GUIDELINES (ORDINANCE 760) FOR DETAILED DESIGN INFORMATION

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ENTRADA WESTLAKE
BLOCK P CONCEPT SITE PLAN

ENTRADA, WESTLAKE TEXAS

MIDTOWN ARCHITECTS
1801 WITTINGTON PLACE,
SUITE 120
FARMERS BRANCH, TX 75234
PHONE: 214-396-5573

DATE:
03/25/2024

SD-5
TYPICAL LOT LAYOUTS

TOWN OF WESTLAKE

ORDINANCE NO. 997

AN ORDINANCE OF THE TOWN OF WESTLAKE, TEXAS, AMENDING ORDINANCE 720, AS AMENDED, WHICH APPROVED THE DEVELOPMENT PLAN FOR PLANNED DEVELOPMENT ZONING DISTRICT 1-3 (PD 1-2), COMMONLY KNOWN AS ENTRADA; PROVIDING A PENALTY; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AUTHORIZING PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town of Westlake, Texas is a general law municipality; and

WHEREAS, On October 28, 2013, the Westlake Town Council approved Ordinance 720, which approved the Development Plan for Planned Development District 1-2 (PD 1-2), an approximately 85 acre tract land, located north of Solana Boulevard, east of Davis Boulevard, and south of Highway 114, for the purpose of amending the Phase Two portion of the Development Plan; and

WHEREAS, On June 19, 2017, The Town Council approved Ordinance 830, which amended Ordinance 720 by amending only the Phase Two portion of the Development Plan; and

WHEREAS, On October 26, 2020, The Town Council approved Ordinance 918, which amended Ordinance 720, and repealed Ordinance 830, by approving various graphics changes and site plan updates to the development plan; and

WHEREAS, On August 23, 2021, The Town Council approved Ordinance 934, which amended Ordinance 720 (Entrada Development Plan) and repealed Ordinance 918, approving the removal of the amphitheater and addition of the repository to Block C and amendments to Block B, and adding new performance standards; and

WHEREAS, On December 5, 2022, The Town Council approved Ordinance 959, which rezoned Lot 2R1, Block 1, Westlake/Southlake Park Addition, from the PD1-1 zoning district to the PD1-2 zoning district and amended portions of the Entrada development plan; and

WHEREAS, On April 1, 2024, The Town Council approved Ordinance 994, which approved an Entrada development plan amendment specific to Lot 2R1, Block 1, Westlake/Southlake Park Addition for up to 51 single family lots; and

WHEREAS, an application has been received to amend the development plan specific to Block P, Westlake Entrada Addition to allow for single family residential and commercial uses on said block; and

WHEREAS, the Town Council of the Town of Westlake finds it necessary for the public health, safety and welfare that development occur in a controlled and orderly manner; and

WHEREAS, following provision of proper legal notice, including written notice to all owners within the Entrada development and within 200 feet of the Entrada development, published notice and posted notice in accordance with the Texas Open Meetings Act of public hearing, a public hearing was held on May 7, 2024 by the Planning and Zoning Commission (Commission) whereby the Commission recommended to the Town Council approval of the amendments to the development plan and shown in the attached **Exhibit "A"**; and

WHEREAS, following provision of proper legal notice, including written notice to all owners within the Entrada development and within 200 feet of the Entrada development, published notice and posted notice in accordance with the Texas Open Meetings Act of public hearing, a public hearing was held on May 20, 2024 by the Town Council; and

WHEREAS, the Council believes that the interests of the Town, the present and future residents and citizens of the Town, and developers of land within the Town, are best served by adopting this Ordinance, which the Council has determined to be consistent with the 2015 Comprehensive Plan and its Land Use Map, Thoroughfare Plan, and Open Space Plan, all as amended to date; and

WHEREAS, upon the recommendation of the Planning and Zoning Commission and after a public hearing, the Town Council of the Town of Westlake, Texas, is of the opinion that it is in the best interests of the Town and its citizens that these amendments to the Entrada development plan, as amended, included herein and shown in attached **Exhibit "A"**, should be approved and adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2: That the Block P, Westlake Entrada Addition, as shown on the Entrada development plan, as amended, is hereby amended as shown in the attached Exhibit "A", subject to the following conditions:

A. Only the commercial portions of Exhibit "A" are approved as part of this amendment.

B. All residential areas shown on Exhibit "A" are not approved by this Ordinance and shall remain commercial.

C. Any future requests to amend the Block P development plan to allow for residential uses shall be done in the context of the entire Entrada development plan and may only be amended as such.

SECTION 3: That, except where provided specifically herein, this Ordinance shall be cumulative of all other Town Ordinances and all other provisions of other Ordinances adopted by

the Town which are inconsistent with the terms or provisions of this Ordinance are hereby repealed.

SECTION 4: That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the Town of Westlake, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 5: It is hereby declared to be the intention of the Town Council of the Town of Westlake, Texas, that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such legal invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Town Council of the Town of Westlake without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 6: This ordinance shall take effect immediately from and after its passage as the law in such case provides.

PASSED AND APPROVED ON THIS 20th DAY OF MAY 2024

ATTEST: _____
Kim Greaves, Mayor

_____
Dianna Buchanan, Town Secretary

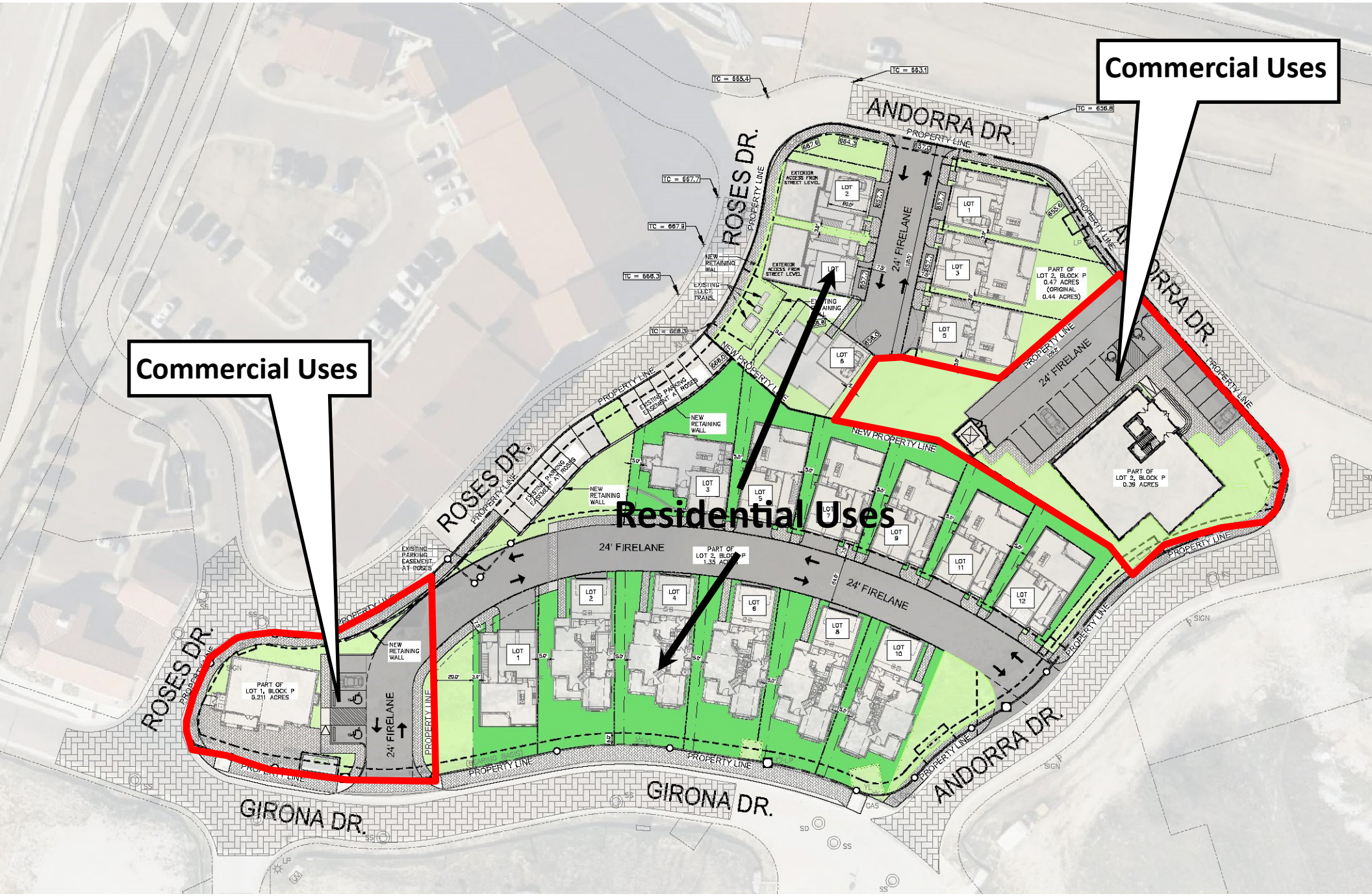
APPROVED AS TO FORM:

_____
L. Stanton Lowry, Town Attorney

EXHIBITS

EXHIBIT A Block P Development Plan Amendment

Ordinance 997—Exhibit “A”



Block P, Westlake Entrada Addition

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

File #: 24-120 **Agenda Date:** 5/20/2024 **Agenda #:** J.1.

TOWN STAFF REPORT RECOMMENDATIONS

Act to Nominate and Elect the Mayor Pro Tem for 2024-2025

STAFF: Dianna Buchanan, Interim Town Secretary

BACKGROUND:

Pursuant to Local Government Code Section 22.037, the Town Council shall elect a Mayor Pro Tem following the May General election. The Mayor Pro Tem shall serve one year and may be reappointed, at the discretion of the Council.

The Mayor Pro Tem performs duties when the Mayor is absent. The Mayor Pro Tem shall have the right to vote as a member of Council even when fulfilling this role.

STAFF RECOMMENDATION:

Staff recommends the Town Council select one member of the Town Council to serve as Mayor Pro Tem.

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to nominate (_____) to be considered for Mayor Pro Tem
2) Motion to appoint (_____) as Mayor Pro Tem for 2024-2025

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

File #: 24-149 **Agenda Date:** 5/20/2024 **Agenda #:** J.2.

TOWN STAFF REPORT RECOMMENDATIONS

Consideration of and action to accept the resignation of Council Member Tim Shiner from the Westlake Town Council

STAFF: Wade Carroll, Town Manager

BACKGROUND:

Council Member Tim Shiner submitted a letter of resignation from the Town Council on May 16, 2024. The Town Council of a Type A General Law City shall accept the resignation or if the resignation has not been accepted by Town Council within eight days of receipt, it is automatic.

DISCUSSION:

Today, the Town Council shall consider acceptance of Tim Shiner's request for resignation. After referencing Texas Municipal Code, the Council has two option to move forward if the resignation is accepted, or if no vote is taken and the resignation is made automatic eight (8) days after a written resignation is received.

The Town Council may follow the same process utilized to fill previous vacancies. This process will include communication of vacancy to all residents, an application posted online and that must be submitted to the Town Secretary within a specific time frame provided. The Town Council would then review applications and make an appointment by majority vote. As in all other Council votes, the Mayor would only be allowed to vote in the event of a tie. This appointed member will serve until the next election which will be held May 3, 2025.

Town Council could call another Special Election however the burden of the expense would fall solely on the Town for the election unless it was held in conjunction with another entity's election. All applicants must meet the same requirements to run for a Town Council position. (Must be of 18 years of age, a registered voter, and must have lived in Westlake for the past 12 months.)

Council Could also choose to not fill the vacancy and wait to have the position filled at the May 3, 2025 election. If this route is chosen the Council would continue to operate as it does today but with four (4) regular members and a mayor. Any item before Council would still require a minimum of three (3) votes to pass and three (3) Council members would be required as a quorum to hold all meetings.

FISCAL IMPACT:

If appointed, no extra costs would be incurred other than staff time. There could be costs incurred at the next General Election as a Special Election will be required.

STAFF RECOMMENDATION:

Staff recommends the Council accept by motion the resignation of Tim Shiner.

ATTACHMENT(S):

- Tim Shiner Resignation Letter

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to accept the resignation of Tim Shiner, as presented.
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table
4) Motion to deny

TIM
SHINER

5/16/24

Kim,

I sincerely wish you the Best being Mayor for the next 2 years + Beyond. I'm proud of what we achieved in my 2 plus years. 3 new amazing neighborhoods that providing Revenue for both the School + town. Finally Restaurants in Entrada! Removing Manhole that Breaks ↓ That Help create a change in ownership that Propelling $40 million remodel + another 4 Restaurants! Pinstack A major win on the Tract North of 170. School finally Received Policies + Procedures it needed + Deserved! My amazing grandson; Crew turns 1 tomorrow + At this time I need to Spend more time with my family. Please accept this as my formal Resignation of my Seat on Westlake Town Council + United School Board. God Bless + Wish you + the town the Best.

Tim Shiner

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

File #: 24-095 **Agenda Date:** 5/20/2024 **Agenda #:** J.3.

TOWN STAFF REPORT RECOMMENDATIONS

Consider and act to hire Dr. Kelly Ritchie as the new Head of School for Westlake Academy and approve the Head of School's employment contract; and take appropriate action (Wade Carroll, Town Manager)

STAFF: Wade Carroll, Town Manager

BACKGROUND:

On March 21, 2024, the Westlake Academy Board of Trustees unanimously named Kelly Ritchie as the lone finalist as their choice for the Westlake Academy Head of School. State law requires that the lone finalist be named and a 21-day waiting period be observed prior to appointment to allow parents the opportunity to make comments on the selection prior to the Head of School's appointment.

DISCUSSION:

The Westlake Academy Board of Trustees hired Diversified Search Group to assist in the filling of the Head of School (HOS) position. Many resumes were received with the top qualified candidates being presented to a subcommittee of parents, Board members, and staff for formal interviews and recommendations. The Board followed the recommendations of the subcommittee naming Ms. Ritchie as the lone finalist and allowing then Mayor Sean Kilbride to negotiate a contract with Ms. Ritchie for her services as HOS.

FISCAL IMPACT:

The HOS salary of $230,000 will be added to the current and FY 2025 Academy Budget.

STAFF RECOMMENDATION:

Consider and act as desired.

ATTACHMENT(S):

Click or tap here to enter text.

TOWN COUNCIL ACTION/OPTIONS:

1) I move that the Council hire Dr. Kelly Ritchie as the Head of School for Westlake Academy, approve the Head of School employment contract with Dr. Kelly Ritchie in substantially the terms presented, including a term expiring June 30, 2026, and annual salary of $230,000, and authorize the Mayor to finalize and execute the employment contract with Dr. Ritchie on behalf of the Town of Westlake
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table
4) Motion to deny

File #: RES 24-28 **Agenda Date:** 5/20/2024 **Agenda #:** J.4.

TOWN STAFF REPORT RECOMMENDATIONS

Consider approval of Resolution 24-28 to implement an Enterprise Resource Planning Software System and authorize the Town Manager to execute the contract (Cayce Lay Lamas, Director of Finance)

STAFF: Cayce Lay Lamas, Director of Finance

BACKGROUND:

The Town of Westlake needs to replace its current enterprise resource planning (ERP) software system, which is roughly twenty (20) years old. The ERP system is a financial software responsible for managing financial all activities, budgeting, reporting, utility billing, and payroll. The Town approved a contract with STW in 2004 to implement the current system. STW was sold to OpenGov, who has decided to sunset the software and stop support. While OpenGov has not provided a formal end-of-life date, it is the prudent approach to replace the outdated software with a modern, robust platform on a time frame dictated by the Town.

The Town adhered to purchasing laws and released a request for proposal (RFP) in February of 2024 to solicit bids from software providers. Five (5) vendors submitted proposals, four (4) of which contained all outlined modules. These four (4) were scheduled for demos with a cross section of staff. From this pool, two (2) were selected as finalists for in-depth demonstrations and discussion on the implementation process. Ultimately, Caselle was the choice by staff to replace STW.

DISCUSSION:

The current ERP software is not meeting the needs of the Town. Many processes are heavily manual, with many basic financial functions occurring outside the software. The excessive work required to perform these functions as the Town continues to grow has created an unsustainable burden on staff and greatly limits the ability to provide timely, accurate service.

Caselle's software includes all functions currently provided by STW plus a significant number of additional or improved offerings. Integrated or automated functionality planned as part of the implementation of Caselle will replace the following functions performed manually and not available within the current STW environment:

- Timekeeping approvals and integration to payroll
- Accounts payable approvals
- Encumbrance accounting
- Bank reconciliation integration
- Accounts receivable and billing
- Cash receipting
- Cost allocation
- Reporting
- Annual audit processes and support

- Work order management
- GIS integration

All of these functions are currently being performed manually by staff. Implementation of these functions will result in improved consistency, efficiency, and overall financial management.

Additionally, Caselle will enhance or add the following functions:

- Transparency (enhancement)
- Dashboard functionality for users (addition)
- Budget development and monitoring (enhancement)
- Document management (enhancement)
- Utility customer payment portal (enhancement)
- Data validation (enhancement)
- Recruiting (addition)
- Application for users (addition)

Staff is recommending the Caselle solution be hosted; this choice reduces the need for significant technology infrastructure to be purchased and maintained by the Town.

Upon approval of the contract, staff will work with Caselle to schedule the implementation. The project is expected to take 4 to 10 months, with a desired go live date of no later than January 1, 2025. The schedule range is contingent on staffing, Caselle implementation resources, and unforeseen issues in conversion and integration activities. The schedule will be provided once agreed upon and regular updates will be shared with Council throughout the project.

FISCAL IMPACT:

The cost of implementation is expected not to exceed $85,000. The cost breakdown to replace the current ERP software includes:

- $59,665 in one-time implementation costs, which includes $9,000 in training costs for Caselle staff and $15,915 in conversion services
- Up to $10,000 in training costs for Town users
- $15,000 in contingency for unforeseen costs of integration or enhancement

These costs would begin during FY2024 and carryover to FY2025 until the project has concluded. Staff is asking to use fund balance available due to the receipt of one-time revenues to fund the purchase.

The ongoing cost of the software will be approximately $46,000 in annual maintenance costs. The FY2025 budget will include funds for both the first payment for Caselle and the last maintenance payment for STW. The FY2026 will see a reduction of $20,000 when STW is Additional operating costs of $4,000 for staff training, including training for new users, an annual conference, and user group meetings, would be budgeted beginning in FY2026.

STAFF RECOMMENDATION:

Staff recommends approval of the contract with Caselle to replace the current ERP system.

ATTACHMENT(S):

Click or tap here to enter text.

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to approve
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table
4) Motion to deny

TOWN OF WESTLAKE

RESOLUTION NO. 24-28

A RESOLUTION OF THE TOWN COUNCIL OF WESTLAKE AUTHORIZING THE SPENDING OF UP TO $85,000.00, FROM AVAILABLE FUND BALANCE, TO IMPLEMENT AN ENTERPRISE RESOURCE PLANNING SOFTWARE; AUTHORIZE THE TOWN MANAGER TO EXECUTE THE CONTRACT DOCUMENTS WITH CASELLE; AND TAKE APPROPRIATE ACTION

BE IT RESOLVED BY THE TOWN COUNCIL OF WESTLAKE:

WHEREAS, Section 252 of the Local Government Code outlines the allowable purchasing methods and thresholds; and

WHEREAS, the Town staff appropriately following competitive bidding procedures to source proposals to replace its current enterprise resource planning software; and

WHEREAS, the Town Council has previously authorized the Town Manager to approve budgeted spending only up to $20,000.00; and

WHEREAS, the enterprise resource planning software is a critical function for the Town required to adequately record and safeguard the Town's finances; and

WHEREAS, funds are available within the General Fund available fund balance and will be appropriated with a future budget amendment; and

WHEREAS, the Town Council finds that the passage of this Resolution is in the best interest of the citizens of Westlake.

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

SECTION 1: That, all matters stated in the recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: If any portion of this Resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Resolution without the invalid provision.

SECTION 4: That this resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 20th DAY OF MAY, 2024.

_____
Kim Greaves, Mayor

ATTEST:

_____
Dianna Buchanan, Interim Board Secretary

APPROVED AS TO FORM:



_____
Stan Lowery, Town Attorney

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

File #: RES 24-34 **Agenda Date:** 5/20/2024 **Agenda #:** J.5.

TOWN STAFF REPORT RECOMMENDATIONS

Discuss, consider and act regarding Resolution 24-34 to amend the 2024 Town Council and Board of Trustees calendar through September 30, 2024 (Wade Carroll, Town Manager)

STAFF: Wade Carroll, Town Manager

BACKGROUND:

The Town Council and Board of Trustees meeting calendar for each fiscal year is established prior to the beginning of each fiscal year.

DISCUSSION:

Attached for Town Council's review is the current 2024 Town Council and Board of Trustees meeting calendar. The item is styled to permit Town Council discuss the calendar and if desired, to propose and consider for approval changes to the current meeting schedule.

FISCAL IMPACT:

None.

STAFF RECOMMENDATION:

Town Council should act as desired.

ATTACHMENT(S):

Current 2024 Town Council and Board of Trustees Meeting Calendar

List showing same meeting dates as the current calendar

Resolution 24-34 to amend the calendar if desired

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to approve
2) Motion to amend with the following stipulations (please state stipulations in motion)
3) Motion to table
4) Motion to deny

CURRENT APPROVED CALENDAR

2023 -24 FY Council Calendar

October 23

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	**9**	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 23

S	M	T	W	T	F	S
			1	2	3	4
5	**6**	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	**23**	**24**	25
26	27	28	29	30		

(Thanksgiving 11/23 & 11/24)

December 23

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	**11**	12	13	14	15	16
17	18	19	20	21	22	23
24	**25**	**26**	27	28	29	30
31						

(Christmas 12/25-12/26)

January 24

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	**15**	16	17	18	19	20
21	**22**	23	24	25	26	27
28	29	30	31			

(New Years 1/1 & MLK 1/15)

Febuary 24

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	**12**	13	14	15	16	17
18	**19**	20	21	22	23	24
25	**26**	27	28	29		

(Presidents Day 2/19)

March 24

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	*(11*	*12*	*13*	*14*	*15)*	16
17	**18**	19	20	21	22	23
24	**25**	26	27	28	**29**	30
31						

(Spring Break 3/11-3/15)

(Good Friday 3/29)

April 24

S	M	T	W	T	F	S
	***1**	2	3	4	5	6
7	**8**	9	10	11	12	13
14	15	16	17	18	19	20
21	**22**	23	24	25	26	27
28	29	30				

*(Budget *WS 4/1 - 9-4 p.m.)*

May 24

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	***13**	14	15	16	17	18
19	**20**	21	22	23	24	25
26	**27**	28	29	30	31	

(Memorial Day 5/27)

June 24

S	M	T	W	T	F	S
						1
2	**3**	4	5	6	7	8
9	10	11	12	13	14	15
16	**17**	18	**19**	20	21	22
23	24	25	26	27	28	29
30						

(6/19 Juneteenth)

July 24

S	M	T	W	T	F	S
	1	2	3	**4**	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

(Indepence Day 7/4)

August 24

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	**12**	13	14	15	16	17
18	19	20	21	22	23	24
25	**26**	27	28	29	30	31

September 24

S	M	T	W	T	F	S
1	**2**	3	4	5	6	7
8	9	10	11	12	13	14
15	**16**	17	18	19	20	21
22	23	24	25	26	27	28
29	**30**					

(Labor Day 9/2 Adopt Budget 9/30)

Holidays

Council Meeting

Spring Break

PROPOSED TOWN COUNCIL | BOT MEETING CALENDAR

2024

January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

TOWN OF WESTLAKE

RESOLUTION NO. 24-34

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, TO SET THE MEETING DATES FOR THE PERIOD OF MAY 21, 2024 THRU SEPTEMBER 30, 2024 OF THE TOWN COUNCIL, BOARD OF TRUSTEES, AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the Texas Local Government Code allows the governing body of a general law municipality to establish regular meetings of the governing body by the passage of a resolution; and

WHEREAS, the Town Council finds that it is in the best interest of the Council and the Town's residents that the Council shall establish regular meetings at a convenient date, time, and place; and

WHEREAS, the 2024 available regular meeting dates are hereby amended in accordance with attached ***Exhibit "A"***; and

WHEREAS, the Town Council finds that the passage of this Resolution is in the best interest of the citizens of Westlake.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That, all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: The Town Council hereby sets the meeting dates for the period of May 21, 2024 thru September 30, 2024 for regular meetings as shown in the attached ***Exhibit "A".***

SECTION 3: If any portion of this Resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Resolution without the invalid provision.

SECTION 4: That this resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 20TH DAY OF MAY 2024.

ATTEST: _____
Kim Greaves, Mayor

_____
Dianna Buchanan, Interim Town Secretary

APPROVED AS TO FORM:

_____
L. Stanton Lowry, Town Attorney

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

File #: 24-154 **Agenda Date:** 5/20/2024 **Agenda #:**

TOWN STAFF REPORT RECOMMENDATIONS

The Town Council will conduct a closed session pursuant to Texas Government Code, annotated, Chapter 551, for the following:

K.1. Section 551.071 Consultation with Attorney regarding Options to Fill Vacant Town Council Seat

K.2. Section 551.074(a)(1) Personnel Matters, Consideration of Employee Grievance Related to Selection of Athletic Director

K.3. Section 551.076 Deliberation Regarding Security Devices or Security Audits Related to Summary of Findings of an Intruder Detection Audit for Westlake Academy

Click or tap here to enter text.

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

File #: 24-151 **Agenda Date:** 5/20/2024 **Agenda #:** N.1.

Consider Items for Future Agenda Items Active List (Wade Carroll, Town Manager)
Any Council Member may request an item to be considered for discussion at a future meeting. Items listed below require a second to be added to the Future Agenda Items List. Items that are not seconded will be removed from this list.
1. Discussion and give direction to the Town Manager to receive bids for future strategic planning for both Westlake Academy and the Town of Westlake.
2. Consider updating and editing our current Town Council Member (Board of Trustee) Governance and Ethics Policy.
3. Discussion and give direction to the Town Manager and Head of School to create and conduct a citizen and parent survey.
4. Discussion and give direction to the Town Manager and Head of School to create and conduct a staff survey including 360 degree evaluation for all supervisory positions.
5. Consider and take appropriate action to create a separate Economic Development Board made up of two council members and a group of qualified citizens.
6. Discussion and take appropriate action to create a parent action committee for Westlake Academy
7. Discussion and give direction to the Town Manager to schedule a joint P&Z/Council meeting to work with Entrada developers to discuss possible changes to the Entrada development standards and the development plan

STAFF: Wade Carroll, Town Manager

BACKGROUND:

These items require a second from Town Council to be added as a Future Agenda Item for discussion and consideration. The items will be continually updated by the Town Manager and provided to Town Council at each meeting.

DISCUSSION:

As desired.

STAFF RECOMMENDATION:

Discuss, consider and take action as desired.

ATTACHMENT(S):

Future Agenda Items Active List

TOWN COUNCIL ACTION/OPTIONS:

1) Motion to second Item Number (s) to be added as a Future Agenda Item for discussion and consideration as desired.

Future Agenda Items List
May 20, 2024

Future Agenda Items List is a living document that will be updated before each Council/Board meeting and significant work on each item will be discussed by the Town Manager and Council. Council will be provided updates on items that require significant time. Once research and background work is completed the item will be moved from the future agenda items list to the next meeting's agenda. All Items on this list have received a motion and a second by the Council/Board and are actively being addressed.

1) **Discussion and consider taking action to create and appoint Council members to Council Subcommittees.**
   Currently only the Finance Subcommittee is in existence, HOS search committee is created and dissolved as needed.
2) **Discussion and give direction to the Town Manager to develop and enact a Boards and Commissions Appointment procedure**
   Currently there is no approved appointment procedure. Currently there is only one Board and Commission, the Planning and Zoning Commission. Tammy Reeves' and Brooks Remaley positions will need to be filled.
3) **Discuss and consider taking appropriate action to amend and issue affiliate policies and MOUs to organizations wishing to be affiliated with the Westlake Academy.**
   Board of Trustees gave direction to the Academy Attorney to draft an amendment to the current affiliate policies. MOUs may be needed depending on the affiliate group.
4) **Discuss and consider taking appropriate action to mitigate drainage issues at the Westlake Academy football and soccer fields.**
   A topographical survey was ordered and completed Wednesday May 15th. It will take 1-2 weeks to receive the report. The Council will need to direct the Town Manager to work with our Town Engineers to develop options to alleviate the drainage issues.
5) **Discussion and take appropriate action to sell town owned property within Entrada.**
   Town staff advertised the sealed auction of the Town owned property in Entrada (future town hall site) but did not receive a bid. Town Manager requests direction to withdraw the sale or advertise the sealed auction again.