



TOWN COUNCIL AGENDA
MUNICIPAL SERVICES & WESTLAKE ACADEMY BUSINESS
1500 SOLANA BLVD, BUILDING 7, SUITE 7100, COUNCIL CHAMBER
WESTLAKE, TX 76262

FEBRUARY 7, 2022

6:00 P.M. REGULAR MEETING

The Town Council of the Town of Westlake serves as the governing Board for Westlake Academy. This agenda may contain both municipal and Westlake Academy items, which will be clearly identified. The open portion of the meeting will begin at 6:00 p.m. on Monday, February 7, 2022. In order to advance the public health goal of promoting "social distancing" to slow the spread of the Coronavirus (COVID-19), there will be limited public access to the physical location described above. A recording of this meeting will be made and will be available to the public in accordance with the Open Meetings Act.

Vision Statement

An oasis of natural beauty that maintains our open spaces in balance with distinctive development, trails, and quality of life amenities amidst an ever-expanding urban landscape.

Mission Statement

Westlake is a unique community blending preservation of our natural environment and views, while serving our residents with superior municipal and academic services that are accessible, efficient, cost-effective, and transparent.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. 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. Individual citizen comments are normally limited to three (3) minutes; 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.

4. 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.

5. 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.

- a. Consider approval of the Joint Town Council/Board of Trustees meeting minutes from September 13, 2021.
 - b. Consider approval of the Joint Town Council/Board of Trustees meeting minutes from September 27, 2021.
- 6. REPORTS:** Reports are prepared for informational purposes and will be accepted as presented. (there will be no presentations associated with the report items) There will be no separate discussion unless a Town Council Member requests that report be removed and considered separately.
- a. Report on the condition of the six portable buildings located on the Westlake Academy Campus at 2600 JT Ottinger.
- 7.** Consider approval of **Ordinance 944**, Calling and Ordering an Election for the purpose of Electing One (1) Mayor and Two (2) Council Members to be held on May 7, 2022, in accordance with the provisions of Section 23.023, Texas Local Government Code.

WORKSHOP ITEMS

Workshop items are for discussion only. No action may be taken on items listed under this portion of the agenda, other than to provide general direction to staff or to direct staff to place such items on a future agenda for action.

8. COUNCIL AGENDA ITEM REQUESTS

Items listed under this section have been approved by Town Council to be placed on the Workshop for further discussion and potential direction to staff.

- a. Amend the Town Ordinance(s) such that the Executive Director of Westlake Academy is selected by a final approval by the Westlake Academy Board of Trustees. (White 11/15/21)
 - *On hold, date uncertain*
- b. Amend the Town Ordinance(s) such that we require the Superintendent of Westlake Academy hold a minimum level of credentials as noted below. (White 11/15/21):
 - 1. Hold a Master's degree or higher in Education.
 - 2. Be enrolled in or have graduated from a Superintendent Certification Program.
 - *On hold, date uncertain*
- c. Amend the Town Ordinance(s) to separate the positions of Town Manager and Superintendent. (White 11/15/21)
 - *On hold, date uncertain*

MUNICIPAL SERVICES

9. COMMUNICATIONS REPORT FOLLOW-UP DISCUSSION.

10. DEVELOPMENT UPDATE

- a. **UPDATE FROM ENTRADA ARCHITECT REGARDING CURRENT AND FUTURE PROJECTS**
- b. **RESIDENTIAL UPDATE**

WESTLAKE ACADEMY

- 11. CONDUCT A PUBLIC HEARING REGARDING THE ACCOUNTABILITY REPORT FOR THE 2020-2021 SCHOOL YEAR.**
- 12. PRESENTATION AND DISCUSSION OF PYP STEM AND READING SPECIALIST SUPPORT PROGRAMS.**
- 13. PRESENTATION AND DISCUSSION REGARDING WESTLAKE ACADEMY ATHLETICS INCLUDING FOOTBALL PROGRAM.**
- 14. PRESENTATION AND DISCUSSION OF RETENTION EFFORTS FOR ACADEMIC STAFF MEMBERS.**

GOVERNANCE/POLICY ACTION ITEMS

Governance/Policy Action Items are items that require formal Town Council action (approving Ordinances, Resolutions, Contracts, Purchase, etc.).

MUNICIPAL SERVICES

No items are scheduled for this meeting.

WESTLAKE ACADEMY

No items are scheduled for this meeting.

15. EXECUTIVE SESSION:

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

- a. 551.071(2) Consultation with Attorney – to seek advice of counsel on matters in which the duty of the Town Attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code - FM 1938 access for proposed Southlake development.
- b. Section 551.071(2) – Consultation with Town Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter: Resolution No. 00-19, a Contract with Hillwood Development Corporation Concerning the Design Engineering and Construction of the West Side Pump Station and the Dove Road Waterline.
- c. Section 551.071(2) - Consultation with Attorney – to seek advice of counsel on matters of bankruptcy proceedings by the Texas Student Housing Authority.

16. RECONVENE MEETING.

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

18. COUNCIL RECAP/STAFF DIRECTION.

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

Future Agenda Items Scheduled:

- a. Historical Designations for various properties in Westlake. (Mayor Wheat 5/24/20)
 - *Scheduled to be placed on agenda in April (1/19/22)*
- b. Quarterly HOA Board Meeting Discussions. (Dasgupta 8/23/21)
 - *Scheduled to be placed on agenda in April (1/24/22)*
- c. Explore finance options regarding building permanent buildings to replace the portables at Westlake Academy: options to build partnerships with Town's biggest stakeholders, so that the expense does not fall entirely on taxpayers. (White 11/15/21)
 - *Scheduled to provide update in February (1/24/22)*
- d. Discussion regarding governance enrichment as a follow up to our Council retreat on May 24th with Mike Conduff. (Wheat 11/15/21)
 - *Half day governance retreats scheduled to be placed on TC meeting dates in February-April as necessary (1/24/22)*
- e. Social media policy as it relates to bullying. (Wheat 11/15/21)
 - *Scheduled to be placed on agenda in Fall of 2022 (1/24/22)*
- f. Social media education policy for K-12. (Wheat 11/15/21)
 - *Scheduled to be placed on agenda in April (1/24/22)*
- g. Council discuss and consider live-streaming Council meetings. (White 12/13/21)
 - *Cooksey Communication Report will be placed on the Agenda as a Standing Item that will include live streaming of Council Meetings, among other items. (1/24/22)*
- h. Council discuss and consider extending our lease at Solana, as current market conditions make this an attractive option. (White 12/13/21)
 - *Scheduled to be placed on agenda in May (1/19/22)*
- i. Council discuss and consider amending our Town Ordinances to establish term limits for both Mayor and Council seats. For ex. 4 year or 6 year limits. (White 12/13/21)
 - *Scheduled to be placed on agenda no later than April (1/19/22)*
- j. Council discuss and consider requiring developers to post a Development/Performance Bond on large projects moving forward. (White 12/13/21).
 - *Scheduled to be placed on agenda in August (1/24/22)*
- k. Structural safety audit of the portables. (Dasgupta 1/19/22)
 - *Report from staff scheduled to be placed on agenda in February (1/19/22)*
- l. Community engagement opportunities for Town Boards and Committees. (Dasgupta 1/19/22)
 - *Scheduled to be placed on agenda in April (1/24/22)*
- m. Review of the Town's Annual budget process. (White 1/19/22).
 - *Scheduled to be placed on agenda in February (1/19/22)*

20. ADJOURNMENT

ANY ITEM ON THIS POSTED AGENDA COULD BE DISCUSSED IN EXECUTIVE SESSION AS LONG AS IT IS WITHIN ONE OF THE PERMITTED CATEGORIES UNDER SECTIONS 551.07187 THROUGH 551.076 AND SECTION 551.087 OF THE TEXAS GOVERNMENT CODE.

CERTIFICATION

I certify that the above notice was posted at the Town Hall of the Town of Westlake, 1500 Solana Blvd., Building 7, Suite 7100, Westlake, TX 76262, February 4, 2022, by 6:00 p.m. under the Open Meetings Act, Chapter 551 of the Texas Government Code.



Todd Wood, Town Secretary

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

Town Council/Board of Trustees

Item # 2 – Pledge of
Allegiance

United States Pledge

"I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

Texas Pledge

"Honor the Texas flag; I pledge allegiance to the, Texas, one state under God, one and indivisible."

Town Council/Board of Trustees

Item #3 – Citizen Comments

CITIZEN 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.

Individual citizen comments are normally limited to three (3) minutes; 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 or 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 or 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.

Calendar of Meetings/Events:

Cocktails and Conversation

Monday, March 7, 2022; 5 pm–7 pm
1500 Solana Blvd, Building 7, Terra Lounge

Town Council Meeting*

Monday, March 7, 2022; 5:00 pm
Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100

Planning & Zoning Meeting*

Monday, March 14, 2022; 5:00 pm
Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100

Westlake Academy Spring Break

March 14-18

Town Council Meeting*

Monday, March 28, 2022; 5:00 pm
Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100

Town Council Meeting*

Monday, April 4, 2022; 5:00 pm
Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100

Planning & Zoning Meeting*

Monday, April 11, 2022; 5:00 pm
Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100

Town Hall, Municipal Court, and Westlake Academy CLOSED to observe Good Friday

Friday, April 15, 2022

Town Council Meeting*

Monday, April 25, 2022; 5:00 pm
Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100

Reminder: Agendas for all municipal/academic meetings are posted a **minimum of 72 hours before the meeting begins and can be found on our Town's website under the tab "[Government/Agendas & Minutes](#)."*

***For [meeting agendas](#) and details on [WA calendar](#) events or [Municipal calendar](#) events, please visit the [Westlake Academy website](#) or the [Town of Westlake website](#) for further assistance.*

Town Council/Board of Trustees

Item # 5 – Consent Agenda

CONSENT AGENDA: All items listed below are considered routine by the Town Council and will be enacted with one motion. There will be no separate discussion of items unless a Council 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.

- a. Consider approval of the Joint Town Council/Board of Trustees meeting minutes from September 13, 2021.
- b. Consider approval of the Joint Town Council/Board of Trustees meeting minutes from September 27, 2021.



**MINUTES OF THE JOINT TOWN OF WESTLAKE TOWN COUNCIL AND WESTLAKE
ACADEMY BOARD OF TRUSTEES MEETING
SEPTEMBER 13, 2021**

In accordance with Order of the Office of the Governor issued March 16, 2020, and March 19, 2020, the Town Council of the Town of Westlake and the Board of Trustees of Westlake Academy conducted this joint virtual meeting at 5:00 p.m. on Monday, September 13, 2021. In order to advance the public health goal of promoting "social distancing" to slow the spread of the Coronavirus (COVID-19), there was limited public access to the physical location described above to thirty (30) seats for the public on a first-come, first-serve basis. A recording of this meeting was made and will be available to the public in accordance with the Open Meetings Act.

PRESENT: Mayor/President Laura Wheat and Council/Board of Trustee Members Carol Langdon, Rajiv Trivedi, Chandrika Dasgupta, and Anna White. Council Member Alesa Belvedere joined the meeting at 5:30 p.m.

ABSENT: None

OTHERS PRESENT: Town Manager/Superintendent Amanda DeGan, Deputy Town Manager Noah Simon, Assistant Town Manager Jarrod Greenwood, School Attorney Janet Bubert, Town Secretary Todd Wood, Executive Director Dr. Mechelle Bryson, Business Manager Marlene Rutledge, Director of Planning & Development Ron Ruthven, Municipal Court Administrator Jeanie Roumell, Fire Chief Richard Whitten, HR Director Sandy Garza, Westlake Academy Foundation Executive Director Shelly Myers, PYP Principal Rod Harding, PYP Coordinator Alison Schneider, MYP Principal Kaylene Rudd, and DP Principal Dr. James Owen.

Regular Session

1. CALL TO ORDER

Mayor/President Wheat called the Joint Town Council and Board of Trustees meeting to order at 5:12 p.m.

2. PLEDGE OF ALLEGIANCE

3. PRESENTATION AND RECOGNITION OF THE WESTLAKE ACADEMY A/P SCHOLARS.

Executive Director Dr. Mechelle Bryson presented this item. She presented the students that had attained the A/P Scholar designation to the Board. Dr. Bryson then praised the students for their efforts, and commendations were also expressed by the Board.

4. CITIZEN COMMENTS:

This is an opportunity for citizens to address the Town Council/Board of Trustees on any matter, whether or not it is posted on the agenda. Individual citizen comments are normally limited to three (3) minutes; 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/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/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.

No one addressed the Town Council.

5. ITEMS OF COMMUNITY INTEREST

Finance Director Ginger Awtry provided an update on the following items:

- Military Heroes Run on Saturday, August 28, 2021 at 7:00 a.m.
- Town of Westlake/Westlake Academy Holiday: Town Hall and the Municipal Court will be closed to observe the Labor Day holiday on Monday, September 6, 2021
- WA BOT/Council Visioning Retreat on Thursday, September 16, 2021; 8:30 am-5:00 p.m. The agenda and meeting location will be provided at a later date.
- Westlake Academy New Parents Meeting on Wednesday, September 22, 2021 at 6 p.m. at the home of Laura and Doug Wheat.

6. CONSENT AGENDA: All items listed below are considered routine by the Town Council and Board of Trustees and will be enacted with one motion. There will be no separate discussion of items unless a Council 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.

- a. Consider approval of the Town Council minutes from the Joint meeting on April 5, 2021.
- b. Consider approval of the Town Council minutes from the Joint meeting on April 26, 2021.
- c. Consider approval of **Resolution WA 21-20**, approving the Westlake Academy graduation policy.
- d. Consider approval of **Resolution WA 21-21**, approving the Westlake Academy enrollment policy.
- e. Consider approval of **Resolution 21-30**, appointing and re-appointing Board

Members to the Westlake Academy Foundation.

MOTION: Council Member Langdon made a motion to approve the consent agenda. Council Member White seconded the motion. The motion carried by a vote of 4-0.

7. **CONDUCT A PUBLIC HEARING AND CONSIDERATION OF ORDINANCE 936, REVISING THE BUDGET FOR THE 2020-2021 FISCAL YEAR; ADOPTING THE BUDGET FOR THE TOWN OF WESTLAKE, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022 INCLUDING INVESTMENT POLICY, PAY PLAN POLICY, FISCAL AND BUDGETARY POLICIES, RESTRICTED, COMMITTED AND ASSIGNED FUND BALANCES; PROVIDING AUTHORIZATION TO THE TOWN MANGER TO APPROVE APPROPRIATED FUNDS UP TO \$50,000; PROVIDING THAT THE BUDGET BE KEPT IN CITY SECRETARY'S OFFICE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

Mayor Wheat opened the public hearing at 5:51 p.m.

No one addressed the Town Council.

Mayor Wheat closed the public hearing at 5:51 p.m.

MOTION: Council Member Trivedi made a motion to approve Ordinance 936. Council Member Dasgupta seconded the motion. The motion carried by a vote of 5-0.

8. **DISCUSSION AND CONSIDERATION OF RESOLUTION 20-31, TO RATIFY THE PROPERTY TAX INCREASE AS REFLECTED IN THE FY 2021-2022 ANNUAL OPERATING AND CAPITAL BUDGET.**

Town Manager Amanda DeGan presented this item. She began by explaining that the tax rate was not being proposed to change. Any additional revenues received would be due to additional taxable properties, and that this rate was required by law to be published as a tax increase, although the rate itself was not recommended to change. Mrs. DeGan emphasized that the staff recommendation was to keep the property tax rate unchanged, and this rate would result in a \$250 annual increase to the average Westlake homeowner.

Mayor Wheat opened the public hearing at 5:58 p.m.

No one addressed the Town Council.

Mayor Wheat closed the public hearing at 5:58 p.m.

With no questions for the Town Council, Mayor Wheat then asked for a motion to approve Item #8.

MOTION: Council Member Langdon made a motion to approve Resolution 21-31. Council Member Dasgupta seconded the motion. The motion carried by a vote of 5-0.

9. CONDUCT A PUBLIC HEARING AND CONSIDERATION OF ORDINANCE 937, LEVYING MUNICIPAL AD VALOREM (PROPERTY) TAXES FOR THE 2021 TAX YEAR IN ACCORDANCE WITH THE FISCAL YEAR 2021-2022 PROPOSED BUDGET.

Town Manager Amanda DeGan presented this item. She noted that this item would be the official tax rate levy for the Town, and this would accompany Items #8 and #9 that were previously approved.

Mayor Wheat opened the public hearing at 5:59 p.m.

No one addressed the Town Council.

Mayor Wheat closed the public hearing at 5:59 p.m.

Mayor Wheat then asked for a motion to approve Item #9, establishing the tax rate at 0.16788 per \$100 in valuation.

MOTION: Council Member Dasgupta made a motion to approve Ordinance 937. Council Member Belvedere seconded the motion. The motion carried by a vote of 5-0.

10. DISCUSSION REGARDING THE WESTLAKE ACADEMY FOUNDATION'S FUND-AN-ITEM PROGRAM.

Dr. Shelly Myers presented this item, providing updates on the latest initiatives to support Westlake Academy based on needs that are presented.

11. TOWN MANAGER/SUPERINTENDENT UPDATE

- a. Healthy Campus
- b. Development
- c. Back to school
- d. Neighborhood meeting recap

Town Manager Amanda DeGan presented this item. She provided the latest information from Tarrant and Denton Counties regarding COVID-19, as well as updates on development, back to school, and a synopsis of the latest neighborhood meeting.

12. EXECUTIVE SESSION

The Town Council conducted a closed session pursuant to Texas Government Code, annotated, Chapter 551, Subchapter D for the following:

- a. Section 551.071(2) Consultation with Attorney – to seek advice of counsel on matters in which the duty of the Town Attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code - FM 1938 access for proposed Southlake development.
- b. Section 551.071(2) – Consultation with Town Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter: Resolution No. 00-19, a Contract with Hillwood Development Corporation Concerning the Design Engineering and Construction of the West Side Pump Station and the Dove Road Waterline.

The Town Council convened into Executive Session at 4:00 p.m.

13. RECONVENE MEETING.

The Town Council reconvened from Executive Session at 5:12 p.m. to begin the regular meeting.

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

None.

15. RECAP AND STAFF DIRECTION.

Council direction to staff was as follows:

- Have a discussion regarding the Homeowner’s Associations in April.
- Bring proposed meeting dates to the Council for consideration and approval.
- Research what other schools are doing regarding COVID-19 for the new school year.

16. FUTURE AGENDA ITEMS.

None.

17. ADJOURNMENT.

There being no further business before the Town Council or Board of Trustees, Mayor Wheat asked for a motion to adjourn the meeting.

MOTION: Council Member Belvedere made a motion to adjourn the meeting. Council Member Dasgupta seconded the motion. The motion carried by a vote of 5-0.

Mayor Wheat adjourned the meeting at 8:44 p.m.

ANY ITEM ON THIS POSTED AGENDA COULD BE DISCUSSED IN EXECUTIVE SESSION AS LONG AS IT IS WITHIN ONE OF THE PERMITTED CATEGORIES UNDER SECTIONS 551.071 THROUGH 551.076 AND SECTION 551.087 OF THE TEXAS GOVERNMENT CODE.

APPROVED BY THE TOWN COUNCIL ON FEBRUARY 7, 2022.

ATTEST:

Laura Wheat, Mayor

Todd Wood, Town Secretary



**MINUTES OF THE JOINT TOWN OF WESTLAKE TOWN COUNCIL AND WESTLAKE
ACADEMY BOARD OF TRUSTEES MEETING
SEPTEMBER 27, 2021**

In accordance with Order of the Office of the Governor issued March 16, 2020, and March 19, 2020, the Town Council of the Town of Westlake and the Board of Trustees of Westlake Academy conducted this joint virtual meeting at 5:00 p.m. on Monday, September 27, 2021. In order to advance the public health goal of promoting "social distancing" to slow the spread of the Coronavirus (COVID-19), there was limited public access to the physical location described above to thirty (30) seats for the public on a first-come, first-serve basis. A recording of this meeting was made and will be available to the public in accordance with the Open Meetings Act.

PRESENT: Mayor Pro-Tem Carol Langdon, Council/Board of Trustee Members Chandrika Dasgupta, Alesa Belvedere, and Anna White.

ABSENT: Mayor/President Laura Wheat, and Council Member Rajiv Trivedi.

OTHERS PRESENT: Town Manager/Superintendent Amanda DeGan, Deputy Town Manager Noah Simon, Assistant Town Manager Jarrod Greenwood, School Attorney Janet Bubert, Town Secretary Todd Wood, Executive Director Dr. Mechelle Bryson, Business Manager Marlene Rutledge, Director of Planning & Development Ron Ruthven, Municipal Court Administrator Jeanie Roumell, Fire Chief Richard Whitten, HR Director Sandy Garza, Westlake Academy Foundation Executive Director Shelly Myers, PYP Principal Rod Harding, PYP Coordinator Alison Schneider, MYP Principal Kaylene Rudd, and DP Principal Dr. James Owen, Mr. Ralph Bush with Centurion American, and Mr. Paul Pastore.

Regular Session

1. CALL TO ORDER

Mayor Pro-Tem Langdon Wheat called the Town Council meeting to order at 5:11 p.m.

2. PLEDGE OF ALLEGIANCE

- 3. CITIZEN COMMENTS:** This is an opportunity for citizens to address the Town Council on any matter, whether or not it is posted on the agenda.

Individual citizen comments are normally limited to three (3) minutes; 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 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 will receive the information, ask staff to review the matter, or an item may be noticed on a future agenda for deliberation or action.

Rich DeOtte from the Tarrant Appraisal District addressed the Council. He stated that his objective was to help the Appraisal District to identify processes to help citizens feel that the taxation process is fair, and he would appreciate the Town's endorsement in the upcoming elections. Mr. DeOtte thanked the Council for their time.

4. ITEMS OF COMMUNITY INTEREST

Director of Community Engagement Jon Sasser updated the Town Council on the following items:

- **Town Council Work Session/Meeting** on Monday, September 27, 2021 at 5:00 p.m. in Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100.
- **Board of Trustees Meeting** on Monday, October 4, 2021 at 5:00 p.m. in Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100.
- **Cocktails & Conversation** on Tuesday, October 5, 2021 at 5:00 p.m. in Solana Terrace-Bldg.7, First floor lounge.
- **Planning & Zoning Meeting** on Monday, October 11, 2021 at 5:00 p.m. in Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100.
- **New Residents Meeting** on Tuesday, October 12, 2021 at 6:00 p.m. in Laura and Doug Wheat's Home.
- **Chamber Luncheon** on Wednesday, October 13, 2021 at 11 a.m. in the Texas Motor Speedway Club.
- **Westlake Classic Car Show** on Saturday, October 16, 2021 from 11:00 a.m. to 4:00 p.m., located at 2902 Sam School Road, Westlake, TX 76262.
- **Vaquero/Quail Hollow Neighborhood Meeting** on Tuesday, October 19, 2021 at 6:00 p.m. in Laura and Doug Wheat's Home.
- **Town Council Work Session/Meeting** on Monday, October 25, 2021 at 5:00 p.m. in Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100.
- **Blood Drive** on Saturday, October 30, 2021, from 8 a.m. to 4 p.m. located at 2000 Dove Road: Westlake Fire-EMS Station.

- **New Residents Meeting** on Tuesday, November 9, 2021 at 6:00 p.m. in Laura and Doug Wheat's Home.

5. CONSENT AGENDA: All items listed below are considered routine by the Town Council and Board of Trustees and will be enacted with one motion. There will be no separate discussion of items unless a Council 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.

- a. Consider approval of the Joint Town Council/Board of Trustee meeting minutes from May 10, 2021.
- b. Consider approval of the Joint Town Council/Board of Trustee meeting minutes from May 24, 2021.
- c. Consider approval of **Ordinance 938**, repealing Ordinance 896 adopting the Town of Westlake fee schedule by adopting a new fee schedule; providing a penalty; providing a cumulative clause; providing a severability clause; providing a savings clause; authorizing publication; and establishing an effective date.

MOTION: Council Member Belvedere made a motion to approve the consent agenda. Council Member Dasgupta seconded the motion. The motion carried by a vote of 3-0.

6. PRESENTATION AND DISCUSSION FROM TRI-COUNTY ELECTRIC.

Mr. Darryl Shriver, President and CEO of Tri-County Electric gave a brief presentation to the Council, outlining Tri-County's service area. Mr. Shriver then briefly explained some of the issues that involved ERCOT in February's winter storm, and the regulations that were involved for all power companies across Texas. Mr. Shriver then thanked the Council for their time.

7. CONDUCT A PUBLIC HEARING AND CONSIDER APPROVAL OF ORDINANCE 939, APPROVING PROPOSED AMENDMENTS TO ORDINANCE 928 REGULATING THE PD7 ZONING DISTRICT, KNOWN AS "WESTLAKE RANCH", APPROVING CONCEPT/DEVELOPMENT PLAN FOR A 3-ACRE PORTION THEREOF, LOCATED EAST OF PEARSON LANE AND SOUTH OF ASPEN LANE.

Director of Planning and Development Ron Ruthven presented this item. He explained that Ordinance 928 was approved in May, and proposed amendments were on the agenda for consideration. These amendments would divide the project into two phases, with the second phase involving three (3) homes. He noted that the proposed amendments met all of the design guidelines and was recently approved by the P&Z Commission by a vote of 4-1.

Mayor Pro-Tem Langdon opened the public hearing at 6:36 p.m.

No one addressed the Town Council.

Mayor Pro-Tem Langdon closed the public hearing at 6:36 p.m.

MOTION: Council Member Dasgupta made a motion to approve **Ordinance 939**. Council Member Belvedere seconded the motion. The motion carried by a vote of 4-0.

8. CONDUCT A PUBLIC HEARING AND CONSIDER APPROVAL OF ORDINANCE 940, AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO ALLOW FOR A RESIDENTIAL REPOSITORY TO BE LOCATED ON AN APPROXIMATELY 0.71-ACRE PORTION OF BLOCK C, WESTLAKE ENTRADA, LOCATED BETWEEN ARAGON DRIVE AND SH 114.

Mr. Ralph Bush with Centurion American provided an update on this project to the Council. He showed the changes that are proposed since the project was last brought before the Council.

Mayor Pro-Tem Langdon opened the public hearing at 6:55 p.m.

No one addressed the Town Council.

Mayor Pro-Tem Langdon closed the public hearing at 6:55 p.m.

MOTION: Council Member Belvedere made a motion to approve **Ordinance 940**. Council Member White seconded the motion. The motion carried by a vote of 4-0.

9. CONDUCT A PUBLIC HEARING AND CONSIDER APPROVAL OF ORDINANCE 941, APPROVING PROPOSED AMENDMENTS TO ORDINANCE 855, AND APPROVING A SPECIFIC USE PERMIT (SUP) FOR 126 CONDOMINIUM UNITS IN THE PD1-2 ZONING DISTRICT, KNOWN AS "WESTLAKE ENTRADA". THE SITE IS LOCATED ON BLOCK K, WESTLAKE ENTRADA ADDITION, BETWEEN COSTA BRAVA DRIVE, GIRONA DRIVE AND CORTES DRIVE.

Mayor Pro-Tem Langdon opened the public hearing at 7:18 p.m.

No one addressed the Town Council.

Mayor Pro-Tem Langdon closed the public hearing at 7:18 p.m.

MOTION: Council Member Belvedere made a motion to approve **Ordinance 941**. Council Member White seconded the motion. The motion carried by a vote of 4-0.

10. TOWN MANAGER/SUPERINTENDENT UPDATE

- a. Development
- b. Communication Update

This item was re-ordered to follow Item #6 on the agenda. Town Manager Amanda DeGan presented this item; providing updates on the developments that are currently in

progress. Mrs. DeGan then addressed the Communications efforts that were being provided by the Town. Deputy Town Manager Noah Simon then introduced representatives from Cooksey Communications, who would be performing a strategic communications assessment.

12. EXECUTIVE SESSION

The Town Council conducted a closed session pursuant to Texas Government Code, annotated, Chapter 551, Subchapter D for the following:

- a. Section 551.071(2) Consultation with Attorney – to seek advice of counsel on matters in which the duty of the Town Attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code - FM 1938 access for proposed Southlake development.
- b. Section 551.071(2) – Consultation with Town Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter: Resolution No. 00-19, a Contract with Hillwood Development Corporation Concerning the Design Engineering and Construction of the West Side Pump Station and the Dove Road Waterline.

The Town Council convened into Executive Session at 4:00 p.m. No Executive Session was convened during the regular meeting.

13. RECONVENE MEETING.

The Town Council reconvened from Executive Session at 5:08 p.m. to begin the regular meeting.

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

None.

15. RECAP AND STAFF DIRECTION.

Council direction to staff was as follows:

- Add a follow-up with Mr. Ralph Bush to the items that are approved for Council discussion.

16. FUTURE AGENDA ITEMS.

None.

17. ADJOURNMENT.

There being no further business before the Town Council or Board of Trustees, Mayor Pro-Tem Langdon asked for a motion to adjourn the meeting.

MOTION: Council Member Dasgupta made a motion to adjourn the meeting. Council Member White seconded the motion. The motion carried by a vote of 4-0.

Mayor Pro-Tem Langdon adjourned the meeting at 7:30 p.m.

ANY ITEM ON THIS POSTED AGENDA COULD BE DISCUSSED IN EXECUTIVE SESSION AS LONG AS IT IS WITHIN ONE OF THE PERMITTED CATEGORIES UNDER SECTIONS 551.071 THROUGH 551.076 AND SECTION 551.087 OF THE TEXAS GOVERNMENT CODE.

APPROVED BY THE TOWN COUNCIL ON FEBRUARY 7, 2022.

ATTEST:

Laura Wheat, Mayor

Todd Wood, Town Secretary

Town Council/Board of Trustees

Item # 6 – Reports

Report on the condition of the six portable buildings located on the Westlake Academy Campus at 2600 JT Ottinger Road.



TOWN COUNCIL AGENDA ITEM

Regular Meeting - Report Monday, February 07, 2022

TOPIC: Report on the condition of the six portable buildings located on the Westlake Academy Campus at 2600 JT Ottinger.

STAFF: Troy Meyer, Facilities and Public Works Director

STRATEGIC ALIGNMENT

<u>Vision, Value, Mission</u>	<u>Perspective</u>	<u>Strategic Theme & Results</u>	<u>Outcome Objective</u>
Planned/ Responsible Development	People, Facilities, & Technology	High Quality Planning, Design & Development - We are a desirable well planned, high-quality community that is distinguished by exemplary design standards.	Optimize Planning & Development Capabilities

SUMMARY

In April of 2011, the Town Council approved the purchase of three portable building to be located to the west of the Sam & Margert Lee Art and Sciences Center. The three building would add six classrooms to accommodate future growth in student population.

In April of 2013, the Town Council approved the purchase for three new portable buildings. This purchase was recommended and based on the Student Admission Policy and future enrollment report presented at the December 3, 2012, Town Council meeting. Adding 3 buildings consisting of 6 classrooms, they would be located just to the west of the current portable buildings. The implementation of these new portables would allow for a number of options to be executed based upon enrollment growth over the next several months.

These six buildings have been maintained by facilities staff and the following improvements have been made over the past years: new flooring, upgraded the life skills room with sink, overhead cabinets, restroom floor replaced, painted interior and exterior, painted wooden desks and updated security cameras.

In November of 2021 ,staff consulted with My Modular, LLC who serves the modular building industry in a major support role. Services include set-up, dismantle, refurbishment, modifications, decks and ADA ramps. My Modular conducted a full audit of the six portable buildings on

December 20-30 2021 at the Westlake Academy Campus.

This includes an inspection of the following:

- Blocking and leveling
- Disassemble of ceiling grid where mate lines were separating. Add new main T's and reassemble with new cross T's. Connect and rivet where needed to secure.
- Floorings repairs
- Additional blocking beyond a standard install

The total cost of the inspection and repairs was \$17,250.00, funded out of general fund from major maintenance and repairs.

These are normal adjustments needed on portable buildings. The average movement of portable building is a quarter inch over time (accounting for 1/4" in general for general acclimation.) The foundation/soil they are on, concrete, compacted soil/non compact soils, drainage, high humidity areas, etc., are all variables that will impact the movement.

They rated the portable 5 out of 10 conditionally and structurally 6 of 10. The 1 to 10 scale is on a 10 being in good condition and a 1 being poor condition.

COUNCIL ACTION/OPTIONS

- N/A

STAFF RECOMMENDATION

Continue to do ongoing maintenances, repair and inspection to the portable buildings to ensure the safety of the users of the portable buildings.

FISCAL/SERVICE LEVEL IMPACT TO COMMUNITY

Project Revenue Amount: N/A

Funding Source: General Fund

Contract: No

Forms: N/A

Service Levels: Staff will have My Modular, LLC do annual inspection.

DEVELOPMENT/MOBILITY IMPACT TO COMMUNITY

Westlake Academy: Continue to do ongoing maintenances, repairs and inspections to the portable buildings to ensure the safety of the users of the portable buildings.

Comprehensive Plan: N/A

Cost Recovery Analysis: This is not evaluated through the Cost Recovery Analysis Tool.

Traffic Impact: N/A

ATTACHMENTS

None

Town Council/Board of Trustees

Item # 7 – Calling and
Ordering an Election

Consider approval of **Ordinance 944**, Calling and Ordering an Election for the purpose of Electing One (1) Mayor and Two (2) Council Members to be held on May 7, 2022, in accordance with the provisions of Section 23.023, Texas Local Government Code.



TOWN COUNCIL AGENDA ITEM

**Regular Meeting - Action Item
Monday, February 07, 2022**

TOPIC: Consider an Ordinance Calling and Ordering an Election for the purpose of Electing One (1) Mayor and Two (2) Council Members to be held on May 7, 2022, in accordance with the provisions of Section 23.023, Texas Local Government Code.

STAFF: **Todd Wood, Town Secretary**

STRATEGIC ALIGNMENT

<u>Vision, Value, Mission</u>	<u>Perspective</u>	<u>Strategic Theme & Results</u>	<u>Outcome Objective</u>
Informed & Engaged Citizens/ Sense of Community	Municipal & Academic Operations	Exemplary Service & Governance - We set the standard by delivering unparalleled municipal and educational services at the lowest cost.	Increase CSS Satisfaction

SUMMARY

In the proposed Inter-Local Agreement (ILA) with Tarrant County for the reconstruction of Consider an Ordinance Calling and Ordering an Election for the purpose of Electing One (1) Mayor and Two (2) Council Members to be held on May 7, 2022 in accordance with the provisions of Section 23.023, Texas Local Government Code.

One (1) term for Mayor and two (2) Council Member terms will expire May 2022. This represents seats currently held by Mayor Laura Wheat, and Council Members Alesa Belvedere Rajiv Trivedi.

COUNCIL ACTION/OPTIONS

Approve Ordinance 944, as elections are required every two (2) years.

STAFF RECOMMENDATION

Staff recommends approval of the Ordinance to Call the Election,; as required by law. A secondary resolution will be required that allows for any future amendments regarding early voting locations/dates/times, which will be set per the contracts with Tarrant and Denton County Election Administrators.

The Town will then, take future action, to enter into contracts with both Denton and Tarrant County allowing voters to visit a single site to cast ballots in the Town election, as well as the Carroll, Keller or Northwest ISDs elections. In this scenario, Tarrant County would process the Tarrant County voters and Denton County would process Denton County voters.

FISCAL/SERVICE LEVEL IMPACT TO COMMUNITY

Project Cost/Funding Amount: \$14,000.00 **Funding Source:** General Fund
Contract: No **Forms:** N/A

Service Levels: N/A

DEVELOPMENT/MOBILITY IMPACT TO COMMUNITY

Westlake Academy: Staff has requested the work will be completed after school is out for summer vacation.

Comprehensive Plan: N/A

Cost Recovery Analysis: The project does not impact the cost recovery model.

Traffic Impact: Traffic will not be impacted.

ATTACHMENTS

Resolution

TOWN OF WESTLAKE

ORDINANCE NO. 944

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, CALLING AND ORDERING AN ELECTION FOR THE PURPOSE OF ELECTING ONE (1) MAYOR AND TWO (2) COUNCIL MEMBERS TO BE HELD ON MAY 7, 2022, IN ACCORDANCE WITH THE PROVISIONS OF SECTION 23.023, TEXAS LOCAL GOVERNMENT CODE; ESTABLISHING PROCEDURES FOR THE ELECTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the general election for the Town of Westlake as set forth by the Texas Election Code, is required to be held on May 7, 2022, for the purpose of electing one (1) Mayor and two (2) Council Members for two (2) year terms; and

WHEREAS, in accordance with Section 271.002 of the Texas Election Code, the Town of Westlake election will be conducted jointly with other political subdivisions in Tarrant and Denton counties.

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

SECTION 1: Election Order for General Election. That an election is hereby ordered to be held on the 1st day of May 2021, the first Saturday of that month, for the purpose of electing one (1) Mayor and two (2) Council Members, in accordance with Section 23.023 of the Texas Local Government Code.

SECTION 2: Polling Place. The polling places and the county elections precincts whose qualified voters shall cast ballots at such location as determined per the Joint Election Agreement and Contract for Elections Services with the Tarrant and Denton County Election Administrators:

The polls shall be open from 7:00 a.m. to 7:00 p.m. on May 7, 2022, in accordance with and pursuant to the requirements of the Texas Election Code (the "Code").

SECTION 3: Filing Dates. In accordance with Section 143.007 of the Code, eligible persons wishing to become candidates must file an application with the Town Secretary of the Town of Westlake, Texas, beginning on January 19, 2022 through February 18, 2022 until 5:00 p.m. Each application shall be on a form meeting the requirements of the Code.

SECTION 4: Combined Ballots. Combined ballots may be utilized containing all of the offices and propositions to be voted on at each polling place, provided that no voter shall be given a ballot or permitted to vote for any office or proposition on which the voter is ineligible to vote. The County's voting equipment will be utilized for this election.

SECTION 5: Early Voting. Early Voting by personal appearance shall be conducted at the County's Main Early Voting location;

Residents living in Tarrant County

Tarrant County Elections Center
2700 Premier Street
Fort Worth, Texas 76111

Residents living in Denton County

Denton County Elections
701 Kimberly Drive, Suite A101
Denton, Texas 76208

and branch offices for early voting by personal appearance shall be established as outlined in the Election Agreement and Contract for Election Services with Tarrant and Denton County. The Early Voting locations/dates/times will be set as per the agreement/contract with Denton County Elections. Tarrant County Elections Administrator and Denton County Election Administrator are hereby appointed as the Early Voting Clerk and can appoint the necessary deputy clerks as required for early voting. In accordance with Section 85.001 of the Texas Election Code, early voting by personal appearance tentative schedule is set forth below:

Tarrant County Early Voting

April 25-May 29 (Monday-Friday)	8:00 a.m. - 5:00 p.m.
April 30 (Tuesday)	7:00 a.m. - 7:00 p.m. (extended hours)
May 1 (Sunday)	10:00 a.m. - 4:00 p.m.
May 2-3 (Monday – Tuesday)	7:00 a.m. - 7:00 p.m.

Denton County Early Voting

April 25-May 29 (Monday-Friday)	8:00 a.m. - 5:00 p.m.
April 30 (Tuesday)	7:00 a.m. - 7:00 p.m. (extended hours)
May 1 (Sunday)	10:00 a.m. - 4:00 p.m.
May 2-3 (Monday – Tuesday)	7:00 a.m. - 7:00 p.m.

Applications for ballots by mail must be received no later than the close of business on April 26, 2022.

SECTION 6: Notice. Notice of said elections shall be given as required by the Texas Election Code.

SECTION 7: Election Officials. The election judge, alternate election judge, and ballot board will be appointed by the Tarrant and Denton County Elections Administrator, as permitted by law. The presiding judge shall appoint elections clerks as may be necessary for the proper conduct of the election. The election judge or the alternate election judge in the absence of the election judge, and the election clerks shall constitute the early voting ballot board. The election judge, and alternate election judge, and election clerks shall be qualified voters of the Town.

SECTION 8: Election Results. That the candidates for Council who receive the highest number of votes shall be elected to two (2) year terms;

The Mayor shall deliver a certificate of election to the successful candidates. In the event of a tie, the tied candidates shall cast lots to determine which one shall be declared elected; and

SECTION 9: Governing Law. The election shall be held in accordance with the Constitution of the State of Texas and the Texas Election Code, and all resident qualified voters of the Town shall be eligible to vote at the election.

SECTION 10: Submission to the United States Justice Department. The Town Secretary of the Town of Westlake, Texas, or the Town Attorney, is authorized to make such submissions as are necessary to the United States Justice Department to seek pre-clearance as required by law.

SECTION 11: Necessary Actions. The Mayor and the Town Secretary, in consultation with the Town Attorney, are authorized and directed to take all actions necessary to comply with the provisions of the Texas Election Code, and the Town Code in carrying out and conducting the election, whether or not expressly authorized by this Order.

SECTION 12: Severability Clause. It is hereby declared to be the intention of the Town Council that the sections, paragraphs, sentences, clauses and phrases of this order are severable and if any phrase, clause, sentence, paragraph, or section shall be declared invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this order, since the same would have been enacted by the Town Council without the incorporation in this order of any such invalid or unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 13: Effective Date. This order shall be effective upon its adoption.

PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, ON THIS 7th DAY OF FEBRUARY 2022.

ATTEST:

Laura Wheat, Mayor

Todd Wood, Town Secretary

Amanda DeGan, Town Manager

APPROVED AS TO FORM:

L. Stanton Lowry, Town Attorney

Town Council/Board of Trustees

Item # 8 – Workshop Items

WORKSHOP ITEMS ARE FOR DISCUSSION ONLY. NO ACTION MAY BE TAKEN ON ITEMS LISTED UNDER THIS PORTION OF THE AGENDA, OTHER THAN TO PROVIDE GENERAL DIRECTION TO STAFF OR TO DIRECT STAFF TO PLACE SUCH ITEMS ON A FUTURE AGENDA FOR ACTION.

COUNCIL AGENDA ITEM REQUESTS

- a. Amend the Town Ordinance(s) such that the Executive Director of Westlake Academy is selected by a final approval by the Westlake Academy Board of Trustees. (White 11/15/21)
 - *On hold, date uncertain*
- b. Amend the Town Ordinance(s) such that we require the Superintendent of Westlake Academy hold a minimum level of credentials as noted below. (White 11/15/21):
 1. Hold a Master's degree or higher in Education.
 2. Be enrolled in or have graduated from a Superintendent Certification Program.
 - *On hold, date uncertain*
- c. Amend the Town Ordinance(s) to separate the positions of Town Manager and Superintendent. (White 11/15/21)
 - *On hold, date uncertain*

Town Council

Item # 9 – Communication
Report and Follow-Up

COMMUNICATIONS REPORT FOLLOW-UP DISCUSSION.

Town Council

Item # 10 – Development
and Residential Update

- a. **UPDATE FROM ENTRADA ARCHITECT REGARDING CURRENT AND FUTURE PROJECTS**
- b. **RESIDENTIAL UPDATE**

Town Council/Board of Trustees

Item # 11 – WA 2020-2021
Accountability Report

**CONDUCT A PUBLIC HEARING REGARDING THE ACCOUNTABILITY REPORT
FOR THE 2020-2021 SCHOOL YEAR.**



BOARD OF TRUSTEES AGENDA ITEM

**Public Hearing
Monday, February 07, 2022**

TOPIC: Conduct a Public Hearing Regarding The Accountability Report For The 2020-2021 School Year.

STAFF: **Dr. Mechelle Bryson, Executive Director**

STRATEGIC ALIGNMENT

<u>Vision, Value, Mission</u>	<u>Perspective</u>	<u>Curriculum</u>	<u>Outcome Objective</u>
Academic Excellence	Academic Operations	PYP / MYP / DP	Optimize Student Potential

SUMMARY

The purpose of this Public Hearing is to inform the Town Council (Board of Trustees) and the greater community on the overall academic health of the Academy and to provide an opportunity for the Council to gain an understanding of the status of Westlake Academy’s academic progress.

The Texas Education Code (TEC), §39.306, requires each open-enrollment charter school and independent school district’s governing board to publish an annual report that includes the Texas Academic Performance Report (TAPR), campus performance objectives, information on violent or criminal incidents, and information on the performance of the previous year’s graduates in their first year of college, as reported by the Texas Higher Education Coordinating Board (THECB).

Each open-enrollment charter school must also hold a public hearing to discuss the school’s annual report within 90 days of receiving the final TAPR. Within two weeks following the public meeting, each open-enrollment charter school and independent school district must publish its annual report.

Each of these items will be presented in the public hearing and the presentation will be published on the Academy's website in compliance with State law.

COUNCIL ACTION/OPTIONS

Board of Trustee action options are to give approval or deny approval of the posting of the presented accountability report.

STAFF RECOMMENDATION

The Academy is seeking approval to post the presented accountability report

FISCAL/SERVICE LEVEL IMPACT TO COMMUNITY

Project Cost/Funding Amount: None
Contract: No

Funding Source: N/A
Forms: N/A

Service Levels: N/A

DEVELOPMENT/MOBILITY IMPACT TO COMMUNITY

Westlake Academy: This is a required regulatory filing by TEA.

Comprehensive Plan: N/A

Cost Recovery Analysis: N/A

Traffic Impact: N/A

ATTACHMENTS

None

Town Council/Board of Trustees

Item # 12

**PRESENTATION AND DISCUSSION OF PYP STEM AND READING SPECIALIST
SUPPORT PROGRAMS.**



BOARD OF TRUSTEES AGENDA ITEM

Workshop - Discussion Item Monday, February 07, 2022

TOPIC: Presentation and Discussion of PYP STEM and Reading Specialist Support Programs

STAFF: Rod Harding, Primary Principal

STRATEGIC ALIGNMENT

<u>Vision, Value, Mission</u>	<u>Perspective</u>	<u>Curriculum</u>	<u>Outcome Objective</u>
Academic Excellence	Academic Operations	Primary Years Programme	Optimize Student Potential

SUMMARY

The Literacy and STEM (Science, Technology, Engineering and Mathematics) presentation and discussion will highlight the importance of these key curriculum positions to support the framework of the IB PYP.

The Literacy specialist position has been an ongoing position for a number of years, while the STEM position has evolved from the mathematics specialist position in the 2021-2022 SY. The Board of Trustees will be provided evidence of the academic impact in supporting students from Kindergarten through grade 5 and the professional learning experiences provided to staff by these specialist positions.

COUNCIL ACTION/OPTIONS

Council action options include the continued support for the Literacy and STEM academic support for students and professional learning for teachers.

STAFF RECOMMENDATION

The Academy is seeking continued support of our PYP STEM and Literary support efforts.

FISCAL/SERVICE LEVEL IMPACT TO COMMUNITY

Project Cost/Funding Amount: None
Contract: No

Funding Source: N/A
Forms: N/A

Service Levels: There is not impact to service delivery.

DEVELOPMENT/MOBILITY IMPACT TO COMMUNITY

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

ATTACHMENTS

None

Town Council/Board of Trustees

Item # 13

**PRESENTATION AND DISUCSSION REGARDING WESTLAKE ACADEMY ATHLETICS
INCLUDING FOOTBALL PROGRAM.**

Town Council/Board of Trustees

Item # 14

**PRESENTATION AND DISCUSSION OF RETENTION EFFORTS FOR ACADEMIC
STAFF MEMBERS.**



BOARD OF TRUSTEES AGENDA ITEM

Workshop - Discussion Item Monday, February 07, 2022

TOPIC: Discussion regarding retention efforts for Academy staff members.

STAFF: **Amanda DeGan, Superintendent**

STRATEGIC ALIGNMENT

<u>Vision, Value, Mission</u>	<u>Perspective</u>	<u>Curriculum</u>	<u>Outcome Objective</u>
Academic Excellence	People, Facilities, & Technology	PYP / MYP / DP	Attract, Recruit & Retain the Highest Quality Workforce

SUMMARY

As part of our on-going discussions with Council regarding our retention efforts and staying within the surrounding market for academic employees. Staff will present options to allocate retention pay to those who are engaged in teaching on campus. Recent news articles have reported that our surrounding school districts are pursuing this option and most, if not all of those districts, have reserve funds on hand and/or received Elementary and Secondary School Emergency Relief (ESSER) funding through the state over the past few COVID years. Westlake Academy did not receive the large allocations that local ISD's received, nor did we receive as much funding as charter schools who have a higher enrollment of underserved students. Thus, our ability to use reserve funding for this allocation is constrained.

Staff have been in conversation with our school attorney to determine what options are available to us as the budget has already been established for this school year. Staff have also been in talks with both the President and Executive Director of the Westlake Academy Foundation (WAF) to determine if funds exist to help with this effort. We will provide an overview of both funds on hand, WAF participation, overall support given to academic staff, and possible options for this year.

COUNCIL ACTION/OPTIONS

Provide staff with direction on pursuing this option.

STAFF RECOMMENDATION

Staff are seeking approval to post the presented accountability report

FISCAL/SERVICE LEVEL IMPACT TO COMMUNITY

Project Cost/Funding Amount: TBD

Funding Source: N/A

Contract: No

Forms: N/A

Service Levels: N/A

Funds may be used from General Fund and/or funds from the Foundation (if available).

DEVELOPMENT/MOBILITY IMPACT TO COMMUNITY

Westlake Academy: This is a required regulatory filing by TEA.

Comprehensive Plan: N/A

Cost Recovery Analysis: N/A

Traffic Impact: N/A

ATTACHMENTS

None

Town Council

Item# 15 – Executive Session

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

- a. 551.071(2) – Consultation with Town Attorney to seek advice of counsel on matters in which the duty of the Town Attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code - FM 1938 access for proposed Southlake development.
- b. Section 551.071(2) – Consultation with Town Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter: Resolution No. 00-19, a Contract with Hillwood Development Corporation Concerning the Design Engineering and Construction of the West Side Pump Station and the Dove Road Waterline.
- c. Section 551.071(2) - Consultation with Attorney – to seek advice of counsel on matters of bankruptcy proceedings by the Texas Student Housing Authority.

Town Council

Item # 16 – Reconvene Town
Council Meeting

Town Council

Item # 17 – Necessary Action

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

Town Council/Board of Trustees

Item # 18 – Recap and
Staff Direction

Town Council/ Board of Trustees

Item # 19 – Future Agenda Items

Any Town Councilmember may request at a workshop and or Town Council meeting, under “Future Agenda Item Requests”, an agenda item for a future Town Council meeting. The Town Councilmember making the request will contact the Town Manager/Superintendent with the requested item and the Town Manager/Superintendent will list it on the agenda. At the meeting, the requesting Town Councilmember will explain the item, the need for Town Council discussion of the item, the item’s relationship to the Town Council strategic priorities, and the amount of estimated staff time necessary to prepare for Town Council discussion. If the requesting Town Councilmember receives a second, the Town Manager/Superintendent will place the item on the Town Council agenda calendar allowing for adequate time for staff preparation on the agenda item.

Future Agenda Items Scheduled:

- a. Historical Designations for various properties in Westlake. (Mayor Wheat 5/24/20)
 - *Scheduled to be placed on agenda in April (1/19/22)*
- b. Quarterly HOA Board Meeting Discussions. (Dasgupta 8/23/21)
 - *Scheduled to be placed on agenda in April (1/24/22)*
- c. Explore finance options regarding building permanent buildings to replace the portables at Westlake Academy: options to build partnerships with Town’s biggest stakeholders, so that the expense does not fall entirely on taxpayers. (White 11/15/21)
 - *Scheduled to provide update in February (1/24/22)*
- d. Discussion regarding governance enrichment as a follow up to our Council retreat on May 24th with Mike Conduff. (Wheat 11/15/21)
 - *Half day governance retreats scheduled to be placed on TC meeting dates in February-April as necessary (1/24/22)*
- e. Social media policy as it relates to bullying. (Wheat 11/15/21)
 - *Scheduled to be placed on agenda in Fall of 2022 (1/24/22)*
- f. Social media education policy for K-12. (Wheat 11/15/21)
 - *Scheduled to be placed on agenda in April (1/24/22)*

- g. Council discuss and consider live-streaming Council meetings. (White 12/13/21)
 - *Cooksey Communication Report will be placed on the Agenda as a Standing Item that will include live streaming of Council Meetings, among other items. (1/24/22)*
- h. Council discuss and consider extending our lease at Solana, as current market conditions make this an attractive option. (White 12/13/21)
 - *Scheduled to be placed on agenda in May (1/19/22)*
- i. Council discuss and consider amending our Town Ordinances to establish term limits for both Mayor and Council seats. For ex. 4 year or 6 year limits. (White 12/13/21)
 - *Scheduled to be placed on agenda no later than April (1/19/22)*
- j. Council discuss and consider requiring developers to post a Development/Performance Bond on large projects moving forward. (White 12/13/21).
 - *Scheduled to be placed on agenda in August (1/24/22)*
- k. Structural safety audit of the portables. (Dasgupta 1/19/22)
 - *Report from staff scheduled to be placed on agenda in February (1/19/22)*
- l. Community engagement opportunities for Town Boards and Committees. (Dasgupta 1/19/22)
 - *Scheduled to be placed on agenda in April (1/24/22)*
- m. Review of the Town's Annual budget process. (White 1/19/22).
 - *Scheduled to be placed on agenda in February (1/19/22)*

Town Council/ Board of Trustees

Item # 20 – Adjournment
