



# TOWN OF WESTLAKE TOWN COUNCIL EXECUTIVE SESSION MEETING AGENDA

1500 SOLANA BLVD, BUILDING 7, SUITE 7100, COUNCIL CHAMBER  
WESTLAKE, TX 76262

**December 13, 2021**

**3:00 P.M.**

## *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.*

## **Executive Session**

### **1. CALL TO ORDER**

### **2. EXECUTIVE SESSION**

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

- b. 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.
- c. Section 551.074(a)(1): Deliberation Regarding Personnel Matters – to deliberate the appointment, employment, evaluation, reassignment, duties, of a public officer or employee:
  - Town Manager evaluation
- d. Section 551.071(2) - Consultation with Attorney – to seek advice of counsel on matters of bankruptcy proceedings by the Texas Student Housing Authority.

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

### **4. 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, December 10, 2021, by 3:00 p.m. under the Open Meetings Act, Chapter 551 of the Texas Government Code.

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Jarrold Greenwood, Assistant Town Manager



## TOWN OF WESTLAKE TOWN COUNCIL AND BOARD OF TRUSTEES JOINT MEETING AGENDA

1500 SOLANA BLVD, BUILDING 7, SUITE 7100, COUNCIL CHAMBER  
WESTLAKE, TX 76262

DECEMBER 13, 2021

5:00 P.M.

MEETING

# REVISED

The Town Council and the Board of Trustees of the Town of Westlake will conduct this joint meeting at 5:00 p.m. on Monday, December 13, 2021. 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.*

### **Regular Session**

#### **1. CALL TO ORDER**

#### **2. PLEDGE OF ALLEGIANCE**

**3. 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 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 **Resolution 21-46**, approving the 2022 Meeting calendar.
- b. Consider approval of **Resolution 21-47**, authorizing the Town Manager to execute a lease with Southwestern Bell Telephone Company d/b/a AT&T Texas, to utilize Town

- owned telecommunications conduit (duct bank) to serve the Knolls residential development.
  - c. Consider approval of **Resolution 21-48**, authorizing the addition of Juneteenth as an officially recognized holiday, and its inclusion in the Town of Westlake Personnel Manual.
  - d. Consider approval of **Resolution 21-49**, appointing a member to the Westlake Academy Foundation Board of Directors.
  - e. Consider approval of WA **Resolution WA 21-28**, Approving Updates to Special Education Evaluation Procedures.
  - f. Consider approval of **Resolution 21-50**, approving the design guidelines for Aspen Ranch.
- 6. CONSIDER APPROVAL OF RESOLUTION WA 21-29, APPROVING THE FY 2020-2021 ANNUAL AUDIT REPORT FROM WEAVER AND TIDWELL, L.L.P.**
  - 7. CONDUCT A PUBLIC HEARING TO DISCUSS CHARTER 2021 RATING BASED ON SCHOOL YEAR 2020-2021 DATA AND ANNUAL FINANCIAL MANAGEMENT REPORT.**
  - 8. PRESENTATION AND DISCUSSION OF THE DRAFT QUESTIONS FOR THE RESIDENTIAL SURVEY, INCLUDING SPECIAL INTEREST QUESTION REGARDING THE ISSUANCE OF DEBT FOR FUTURE FACILITIES.**
  - 9. CONSIDERATION OF RESOLUTION 21-51, APPROVING THE TOWN TO CAST ONE (1) VOTE FOR NOMINEES FOR THE DENTON CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS AS ESTABLISHED BY THE PROPERTY TAX CODE.**
  - 10. CONSIDERATION OF RESOLUTION 21-52, APPROVING THE TOWN TO CAST (2) VOTES FOR NOMINEES FOR THE TARRANT APPRAISAL DISTRICT BOARD OF DIRECTORS AS ESTABLISHED BY THE PROPERTY TAX CODE.**
  - 11. PRESENTATION AND DISCUSSION REGARDING THE COUNCIL RELATIONS POLICY AND HOW CITIES ADDRESS ADMINISTRATIVE REQUESTS.**
  - 12. 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 551.074(a)(1): Deliberation Regarding Personnel Matters – to deliberate the appointment, employment, evaluation, reassignment, duties, of a public officer or employee:

- Town Manager evaluation
- d. Section 551.071(2) - Consultation with Attorney – to seek advice of counsel on matters of bankruptcy proceedings by the Texas Student Housing Authority.

**13. RECONVENE MEETING.**

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

**15. COUNCIL RECAP/STAFF DIRECTION.**

**16. FUTURE AGENDA ITEMS:** Any Town Council/Board of Trustees Member may request at a workshop and or Town Council/Board of Trustees meeting, under "Future Agenda Item Requests", an agenda item for a future Town Council/Board of Trustees meeting. The Town Council/Board of Trustees Member 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 Council/Board of Trustees Member will explain the item, the need for Town Council/Board of Trustees discussion of the item, the item's relationship to the Town Council/Board of Trustees strategic priorities, and the amount of estimated staff time necessary to prepare for Town Council/Board of Trustees discussion. If the requesting Town Council/Board of Trustees Member receives a second, the Town Manager/Superintendent will place the item on the Town Council/Board of Trustees agenda calendar allowing for adequate time for staff preparation on the agenda item.

- a. Approved by Council for Discussion
  - i. Historical Designations for various properties in Westlake (Mayor Wheat 5/24)
  - ii. Quarterly HOA Board Meeting Discussions (Councilmember Dasgupta 8/23)
  - iii. Form a committee to explore finance options regarding building permanent buildings to replace the portables at Westlake Academy: options to build partnerships without Town's biggest stakeholders, so that the expense does not fall entirely on taxpayers. (Councilmember White 11/15)
  - iv. 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. (Councilmember White 11/15)
  - v. Amend the Town Ordinance(s) such that we require the Superintendent of Westlake Academy hold a minimum level of credentials as noted below Councilmember White 11/15):
    - a. Hold a Master's degree or higher in Education.
    - b. Be enrolled in or have graduated from a Superintendent Certification Program.
  - vi. Amend the Town Ordinance(s) to separate the positions of Town Manager and Superintendent. (Councilmember White 11/15)
  - vii. Discussion regarding governance enrichment as a follow up to our Council retreat on May 24<sup>th</sup> with Mike Conduff. (Mayor Wheat 11/15)
  - viii. Social media policy as it relates to bullying. (Mayor Wheat 11/15)
  - ix. Social media education policy for K-12. (Mayor Wheat 11/15)
- b. Submitted for Review
  - i. Council discuss and consider live-streaming Council meetings.
  - ii. Council discuss and consider extending our lease at Solana, as current market conditions make this an attractive option.

- iii. 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.
- iv. Council discuss and consider requiring developers to post a Development/Performance Bond on large projects moving forward.

## **17. ADJOURNMENT**

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Jarrod Greenwood, Assistant Town Manager

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.